

REVISED 1/17/23
REGULAR MEETING OF CITY COUNCIL
JANUARY 18, 2024 – 5:30 PM
MUNICIPAL COURTROOM
GEORGETOWN, SOUTH CAROLINA



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

1. **CALL TO ORDER**
2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**
3. **INVOCATION & PLEDGE OF ALLEGIANCE**
4. **NOMINATIONS AND VOTE FOR MAYOR PRO TEMPORE TO SERVE A TWO YEAR PERIOD**
 - A. **Open Nominations**
 - B. **Close Nominations**
5. **PUBLIC COMMENTS ON CURRENT AGENDA ITEMS**
6. **INTRODUCTION OF NEW EMPLOYEES**
7. **PLANNING AND COMMUNITY DEVELOPMENT**
 - A. **Motion to approve first reading of an ordinance amending Article VI of Chapter 5 of the Code of Ordinances for the City of Georgetown “Dwellings Unfit For Human Habitation” at Sections 5-103, 5-104, and 5-110.**

Attachments:

 - 1 text amendment dilapidated houses ord (PDF)
 - B. **Motion to Reconsider City Council’s award of contract in the amount of \$79,500.00 for the CDBG #4-CE-20-007 houses with asbestos grant project to Charles Demolition and Construction LLC with an added requirement of a performance bond.**

Attachments:

 - a CDBG #4-CE-20-007 Houses With Asbestos Grant (PDF)
 - b Certified Bid Tab Sheet CDBG W_Asbestos (PDF)
 - c West End Neighborhood Demolition Project - With Asbestos Intent to award bid (PDF)
 - C. **[contingent on approval of agenda item 7.B) Motion to Approve a contract in the amount of \$79,500.00 for the CDBG #4-CE-20-007 houses with asbestos grant project and award contract to Charles Demolition and Construction LLC.**

8. FINANCE

- A. Motion to approve second reading of an ordinance amending Chapter 1, Article II, "Business License" of the Code of Ordinance for the City of Georgetown by updating the Standardized Business License Class Schedule.**

Attachments:

1 12-12-23 Business License Standardization-2023-Amendment-w-class-9s efc (PDF)

- B. Motion to approve a contract in the amount \$ 157,107.00 for the Wi-Fi in Public Parks Project # 2002 and award contract to HTC, Inc.**

Attachments:

1 HTC Wi-Fi Contract (PDF)

- C. Motion to approve FY2024-25 Budget Calendar**

Attachments:

1 Budget Calendar - Fiscal Year 2024-25 (DOCX)

9. POLICE

- A. Motion to approve second reading of an ordinance amending article I of chapter 20 of the code of ordinances for the City of Georgetown at section 20-12 "Activities from Public Ramps at East Bay Park".**

Attachments:

1 20-12 City amended efc clean (PDF)

- B. Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Myrtle Beach Police Department and to authorize the Chief of Police to execute it.**

Attachments:

1 Myrtle Beach PD (PDF)

- C. Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Berkeley County Sheriff's Office and to authorize the Chief of Police to execute it.**

Attachments:

1 Berkeley County SO (PDF)

- D. Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Horry County Police Department and to authorize the Chief of Police to execute it.**

Attachments:

1 Horry County PD (PDF)

10. RISK MANAGEMENT

- A. Motion to Approve payment in the amount of \$631,886.00 to SCMIRF Semi Annual billing for liability insurance.**

Attachments:

1 SCMIRF Invoice #SCMIRF-10069-AR-INV (PDF)

11. PUBLIC WORKS

- A. Motion to approve the purchase of park equipment from Carolina Parks & Play for Willowbank and East Bay Park in the amount of \$89,125.10.**

Attachments:

- | | | |
|---|---|-------|
| 1 | East Bay Willowbank Swing Bank Opt 1_V5 | (PDF) |
| 2 | EBP.8 Bay Swing 2.existing photos | (PDF) |
| 3 | Georgetown East Bay Swings - 1171981-01-01-01 | (PDF) |
| 4 | Willowbank Park - 4341 | (PDF) |
| 5 | Willowbank Park (1).existing photos | (PDF) |
| 6 | Willowbank Park (2).existing photos | (JPG) |
| 7 | sourcewell | (PDF) |

12. ADMINISTRATION

- A. Motion to approve a resolution to adopt the City of Georgetown's strategic priority goals for Fiscal Year 2024-2025.**

Attachments:

- | | | |
|---|-----------------------------|-------|
| 1 | Strategic Goals for FY 2025 | (PDF) |
|---|-----------------------------|-------|

13. CITY ADMINISTRATOR REPORT

14. OLD BUSINESS

15. NEW BUSINESS

16. DEPARTMENT MONTHLY REPORTS

- A. Electric Department Monthly Report**

Attachments:

- | | | |
|---|--|-------|
| 1 | Electric Department December 2023 Report | (PDF) |
|---|--|-------|

- B. Engineering Department Monthly Report**

Attachments:

- | | | |
|---|---|-------|
| 1 | Engineering Department December 2023 Report | (PDF) |
|---|---|-------|

- C. Fire Department Monthly Report**

Attachments:

- | | | |
|---|--------------------------------------|-------|
| 1 | Fire Department December 2023 Report | (PDF) |
|---|--------------------------------------|-------|

- D. Fleet Service Monthly Report**

Attachments:

- | | | |
|---|-------------------------------------|-------|
| 1 | Fleet Services December 2023 Report | (PDF) |
|---|-------------------------------------|-------|

- E. Municipal Court Monthly Report**

Attachments:

- | | | |
|---|--------------------------------------|-------|
| 1 | Municipal Court December 2023 Report | (PDF) |
|---|--------------------------------------|-------|

- F. Planning & Community Development Monthly Report**

Attachments:

- | | | |
|---|--|-------|
| 1 | Planning and Community Development December 2023 Monthly Report.docx | (PDF) |
| 2 | Planning and Community Development December 2023 Report Statistics | (PDF) |

- G. Police Department Monthly Report**

Attachments:

- 1 Police Department December 2023 Report (PDF)
- 2 Police Department December 2023 Report Statistics (PDF)

H. Public Works Monthly Report

Attachments:

- 1 Public Works December 2023 Report (PDF)

I. Risk Management Monthly Report

Attachments:

- 1 Risk Management December 2023 Report (PDF)

J. Water Utilities Monthly Report

Attachments:

- 1 Water Utilities Department December 2023 (PDF)

K. Finance and IT Department Monthly Report

Attachments:

- 1 Finance Department Current Project December 2023 Report (PDF)
- 2 Finance Department GovDeal December 2023 Report (PDF)
- 3 Finance Department Grant Summary December 2023 Report (PDF)
- 4 Finance Department Open PO December 2023 Report (PDF)
- 5 Finance Department Budget Performance November 2023 Report (PDF)
- 6 Finance Department Active Businesses December 2023 Report (PDF)
- 7 Finance and IT Department December 2023 Report (PDF)
- 8 Finance Department Current ARPA Project Cost December 2023 Report (PDF)

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

18. EXECUTIVE SESSION

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to South Carolina Code Section 30-4-70(a)(2) to receive legal advice on procedural and other matters covered by the attorney-client privilege.**
- B. Motion to adjourn Executive Session and reconvene Regular Meeting.**
- C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**
- D. City Council may take action on items discussed in Executive Session.**

19. ADJOURNMENT

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



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

ORDINANCE

DOC ID: 4017

Council Meeting Date:	18 January 2024
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve an ordinance amending Article VI of Chapter 5 of the Code of Ordinances for the City of Georgetown “Dwellings Unfit For Human Habitation” at Sections 5-103, 5-104, and 5-110.
Amount Requested:	N/A
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	Update Language in Ordinance
Options:	N/A
Staff Recommendations:	Recommend update to ordinance

Reviews:

City Attorney Completed 01/08/2024 11:56 PM
 Peter Gaytan Completed 01/10/2024 8:29 AM
 Scott Whittier Completed 01/11/2024 9:32 AM
 Stephanie Buccione Completed 01/11/2024 3:57 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 text amendment dilapidated houses ord (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 5 OF THE
CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN “DWELLINGS UNFIT FOR
HUMAN HABITATION” AT SECTIONS 5-103, 5-104, AND 5-110.**

Recommend that this ordinance does not need Council Approval to remove Dwellings unfit for Human Habitation.

AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 5 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN, “DWELLINGS UNFIT FOR HUMAN HABITATION” AT SECTIONS 5- 103, 5-104, AND 5-110

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 providing its citizens with a mechanism of addressing dwellings unfit for human habitation and has adopted related ordinances and policies; and

WHEREAS, Under Section 31-15-50 of the S.C. Code, the City Council is authorized to adopt an ordinance providing that a public officer may determine that a dwelling is unfit for human habitation if he or she finds that conditions exist in such dwelling which are dangerous or injurious to the health, safety or morals of the occupants of such dwelling, the occupants of neighboring dwellings or other residents of such municipality; and

WHEREAS, The City of Georgetown has reviewed the current procedures and desires to streamline the process in a prescribed manner consistent with state law, for the benefit of public safety;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled, that Section 5-103 of the City of Georgetown Code of Ordinances be deleted in its entirety and reserved, and Sections 5-104(a) and 5-110(c) of the City of Georgetown Code of Ordinances be amended as follows, shown stricken in **bold** and added in **bold** (not to be codified in bold):

~~Sec. 5-103. Present factual findings of dangerous dwellings to city council for approval to proceed.~~

~~Whenever the public officer finds conditions exist in a dwelling which are dangerous or injurious to the health, safety, or morals of the occupants, neighbors, or citizens, rendering it unfit for human habitation due to dilapidation, defects increasing the hazards of fire, accidents or other calamities, lack of ventilation, light or sanitary facilities, or other conditions rendering those dwellings unsafe according to the International Building Code and/or the International Property Maintenance Code, dangerous or detrimental to the health, safety or morals or otherwise inimical to the welfare of the residents of the city, the public official shall present City Council with evidence of such findings.~~

~~(Ord. of 8-16-12)~~

Sec. 5-104. Dwellings unfit for human habitation; hearing before the construction board of appeals; orders by the construction board of appeals; remedies.

- (a) Upon information received of a dwelling unfit for habitation from the building official or designee ~~and receiving approval from city council to proceed~~, the city may issue its complaint petition

stating the charges in that respect and cause same to be served upon the owner and all parties in interest in the dwelling, setting forth the nature of the complaint and requiring the owner and all parties in interest to appear before the construction board of appeals at a place and date therein to be fixed, the date to be not less than ten (10) days nor more than thirty (30) days after service. The owner and parties in interest shall be given the right to file answer and to appear, in person or otherwise, and give testimony at the place and time fixed. **(state law ref. §31-15-50)**

Sec. 5-110. Checklist for unfit dwellings within the City of Georgetown.

- (a) Preliminary investigation by building official or designated agent and identification of property, defects, and parties, pending title work.
- (b) Draft complaint petition.
- (c) ~~Present draft complaint petition to city council for approval to proceed.~~
- (c) Secure title work and finalize parties in complaint petition.
- (d) Serve complaint petition, including notice of hearing, and file with clerk of court in the manner of a lis pendens, along with proof of service.
- (e) Hearing held before the construction board of appeals.
- (f) Order issued, served, posted, and filed with clerk of court.
- (g) Wait sixty (60) days for owner response.
- (h) Building official or designated agent may act to enforce order:
 - (1) Do demolition or repairs with in house staff;
 - (2) Bid out work under procurement code; or
 - (3) Sell materials, apply all funds collected to cost of demolition.
- (i) Determine city's cost of work and file municipal lien with register of deeds and/or Georgetown County Treasurer, in the manner of a municipal tax lien.

Nothing herein is intended to abrogate the city's right to file a nuisance abatement action in circuit court.

BE IT FURTHER ORDAINED, that all unamended sections of Sections 5-104 and 5-110 remain, and that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



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

ACTION ITEM

DOC ID: 4023

Council Meeting Date:	18 January 2024
Department:	Planning and Community Development
Issue Under Consideration:	Motion to Reconsider City Council's award of contract in the amount of \$79,500.00 for the CDBG #4-CE-20-007 houses with asbestos grant project to Charles Demolition and Construction LLC with an added requirement of a performance bond.
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendation:	

Reviews:

Stephanie Buccione Completed 01/17/2024 8:50 AM

Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. a CDBG #4-CE-20-007 Houses With Asbestos Grant (PDF)
2. b Certified Bid Tab Sheet CDBG W_Asbestos (PDF)
3. c West End Neighborhood Demolition Project - With Asbestos Intent to award bid (PDF)

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Housing and Community Development
Ryan Call, Certified Building Official
Office: (843) 545-4010

October 10, 2023

To Whom It May Concern:

After a thorough review of the bids received for the CDBG #4-CE-20-007 houses with asbestos grant, I have determined that the bid submitted by Charles Demolition and Construction to be the lowest responsive bid received.

The guidelines for a bid to be considered responsive are as follows:

1. Complete Bid For – Exhibit B
2. Complete Bid Table – Exhibit C
3. Complete Initialed copy of the RFB document.
4. Complete the Debarment Certification form – Exhibit G
5. Complete Immigration Form – Exhibit H
6. Bid Security – Each bid must be accompanied by cash, a certified check or the bidder, or a bid bond attached hereto, duly executed by the bidder as principal and having as surety thereon a surety company approved by the owner, in the amount of five percent (5%) of the bid.
7. Payment and performance bond – bonds are required for projects valued at \$100,000 or more. If the bid is accepted, the required Agreement will be executed, and a one hundred percent (100%) Performance Bond and a one hundred percent (100%) Payment Bond will be furnished.

The bid from Charles Demolition and Construction did not require a payment performance bond as it was below \$100,000, but it did require a Bid security in the form of a certified check, cash or a bid bond which was provided. Thus making the lowest responsive bid Charles Demolition and Construction.

Of the 6 bids submitted, Charles Demolition and Construction was the lowest bid provided.

I hereby recommend the contract be awarded to the lowest responsive bidder, Charles Demolition and Construction, not to exceed the amount of \$79,500.00.

Thank you for your continued support of the City of Georgetown

Kind Regards,

Derek M. Harrelson

Derek M. Harrelson | Code Enforcement Officer
Planning and Community Development Department

Attachment: CDBG #4-CE-20-007 Houses With Asbestos Grant (4023 : reconsideration of Charles Demolition and Construction LLC contract)



Henry McMaster
Governor

SOUTH CAROLINA
DEPARTMENT OF COMMERCE

Harry M. Lightsey III
Secretary

December 5, 2023

Mr. Scott Whittier
Administrator, City of Georgetown
Post Office Box 939
Georgetown, South Carolina 29442

Grantee:	City of Georgetown
Grant Number/Title:	4-CE-20-007 - West End Neighborhood Demolition
Contractor:	Charles Demolition and Construction
Contract Amount:	\$79,500.00 (ACM Contract)

Dear Mr. Whittier:

Grants Administration (GA) has reviewed the process used in procuring construction services related to the above referenced project and it appears to demonstrate satisfactory compliance with State CDBG procurement requirements. We have also reviewed the accompanying contract agreement and find it to be in general compliance. This letter will serve as verification that Charles Demolition and Construction is not excluded from receiving Federal contracts per a review of the System for Award Management (SAM).

The City of Georgetown is reminded of the following requirements:

- Upon issuance of the "Notice to Proceed", you are required to submit an executed copy to GA for our files.
- The prime contractor must be registered in the System for Award Management (SAM) database throughout the duration of construction and verification of SAM registration and that they are not ineligible to receive Federal contracts must be maintained in the project files. The prime contractor is also responsible for ensuring all subs that perform work on the project are not debarred from working on Federally funded projects. Compliance with this requirement will be reviewed at monitoring. Subcontractor eligibility is the responsibility of the prime contractor and must be checked on line at www.sam.gov.
- Written approval must be obtained from GA for all change orders, including no cost change orders, prior to execution.

We appreciate your cooperation and assistance in this review. Please do not hesitate to contact me at 803-734-0429 if I may be of further assistance.

Sincerely,



Tina Thomas
Compliance Specialist
Grants Administration

cc: Clare Nichols
Martha Whitaker
Finance

WEST END NEIGHBORHOOD DEMOLITON PROJECT								
CDBG #4-CE-20-007								
Certified Bid Tabulation Sheet								
Properties with Asbestos		Company Name	Charles Demolition and Construction, LLC	DECO	EMR Services INC	Ron Cribb Construction LLC	JMEC Construction LLC	4 Seasons Demolition
	Parcel #	Address	Fee	Fee	Fee	Fee	Fee	Fee
1	05-0017-085-00-00	110 A Street	\$ 7,000.00	7,971.00	\$9,300.00	\$ 4,900.00	\$ 5,000.00	\$ 5,400.00
2	05-0017-134-01-00	2005 Front St	\$ 9,500.00	24,317.00	\$9,800.00	\$ 12,900.00	\$ 12,500.00	\$ 9,400.00
3	05-0022-160-00-00	2011 Gilbert St	\$ 17,500.00	28,162.00	\$16,800.00	\$ 16,300.00	\$ 17,500.00	\$ 17,400.00
4	05-0022-060-00-00	2023 Emanuel St	\$ 14,500.00	27,843.00	\$15,100.00	\$ 16,800.00	\$ 20,000.00	\$ 18,900.00
5	05-0017-187-00-00	2203 Winyah St	\$ 15,900.00	24,674.00	\$10,500.00	\$ 9,000.00	\$ 12,500.00	\$ 12,800.00
6	05-0012-251-00-00	2314 Winyah St	\$ 12,950.00	36,049.00	\$18,150.00	\$ 19,600.00	\$ 24,500.00	\$ 23,400.00
7	05-0012-263-00-00	2405 Winyah ST	\$ 2,150.00	21,111.00	\$21,750.00	\$ 7,000.00	\$ 22,500.00	\$ 16,600.00
		Total	\$ 79,500.00	\$ 170,127.00	\$ 101,400.00	\$ 86,500.00	\$ 114,500.00	\$ 103,900.00
	10/11/2023							
Certified by: Derek Harrelson	Date							
Code Enforcement Officer								

Attachment: Certified Bid Tab Sheet CDBG W_ Asbestos (4023 : reconsideration of Charles Demolition and Construction LLC contract)



NOTICE OF INTENT TO AWARD

To: All participating contractors

Date: Thursday, December 7, 2023

RE: West End Neighborhood Demolition Project – With Asbestos
Request for BID (RFB)

GRANT: CDBG GRANT #4CE-20-007

Issued Date: Wednesday, September 6, 2023

The following contractors submitted responses to the above solicitation:

1. JMEC Construction LLC
2. DECO
3. Ron Cribb Construction LLC
4. 4 Season Demo
5. Charles Demolition and Construction LLC
6. EMR Inc

Award to the following is pending, and is subject to approval by City Council:

Charles Demolition and Construction LLC - \$79,500.00

The successful contractor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until a contract is fully executed.

To view the City's Procurement Ordinance, including protest procedures, please click on the hyperlink below:

[Procurement Ordinance](#)

We would like to thank each contractor for the time and effort in preparing a response to this solicitation. We appreciate your interest in doing business with the City of Georgetown.

Sincerely,
Nereo Parreno
Purchasing Agent

E-Mail:
purchasing@georgetownsc.gov

City of Georgetown
Post Office Drawer 939 * 1134 N Fraser Street
Georgetown, SC 29442
www.georgetownsc.gov

Administration Telephone:
843.545.4001



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

ORDINANCE

DOC ID: 3993

Council Meeting Date:	18 January 2024
Department:	Finance
Issue Under Consideration:	Motion to approve an ordinance amending Chapter 1, Article II, "Business License" of the Code of Ordinance for the City of Georgetown by updating the Standardized Business License Class Schedule.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420, requires each municipality levying a business license tax to adopt, by ordinance, every odd year the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina and adopted by the Director of the Revenue and Fiscal Affairs Office. Finance requests Council to approve amending the Business License tax rates, Appendix A, and to adopt the Standardized Business License Class Schedule, Appendix B.
Options:	Approve/Disapprove
Staff Recommendations:	Approve

Reviews:

Kathy Vermeland Completed 12/11/2023 11:47 AM

I have sent an another email to Elise concerning the ordinance. I will attach once she has completed her part. I spoke with Cindy regarding this as well.

Scott Whittier Completed 12/11/2023 2:16 PM

Elise Crosby Completed 12/12/2023 5:12 PM

Stephanie Buccione Completed 12/13/2023 8:53 AM

Georgetown City Council Completed 12/21/2023 5:30 PM

Updated: 1/12/2024 11:25 AM by Stephanie Buccione

Page 1

Attachments:

1. 1 12-12-23 Business License Standardization-2023-Amendment-w-class-9s efc (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 1, ARTICLE II , "BUSINESS
LICENSE" OF THE CODE OF ORDINANCE FOR THE CITY OF GEORGETOWN BY
UPDATING THE STANDARDIZED BUSINESS LICENSE CLASS SCHEDULE.**

AN ORDINANCE

AMENDING THE APPENDIX OF ART. II, DIVISION 2, “BUSINESS LICENSES” OF THE CITY OF GEORGETOWN TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020.

WHEREAS, the City of Georgetown, South Carolina is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income; and

WHEREAS, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the “Standardization Act”), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes; and

WHEREAS, the Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina (the “Association”) and adopted by the Director of the Revenue and Fiscal Affairs Office; and

WHEREAS, following the enactment of the 2020 Standardization Act, the City enacted Ordinance No. 2022-20 on September 15, 2022, replacing Article II, Division 2 “Business Licenses” of the Code of Ordinances in order to comply with the requirements of the Standardization Act (the “Current Business License Ordinance”), and on May 18, 2023 amended Appendix A; and

WHEREAS, the Mayor and Council of the City of Georgetown now wish to amend the Current Business License Ordinance to adopt the latest Standardized Business License Class Schedule, as required by the Standardization Act, and to make other minor amendments as recommended by the Association;

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

SECTION 1. Amendments to Appendix A. Appendix A to the Current Business License Ordinance, the “Business License Rate Schedule,” is hereby amended as follows:

- (a) Class 8.3 is hereby amended by deleting the NAICS Codes and replacing them with NAICS 517111, 517112, 517122 – Telephone Companies.
- (b) Class 8.6 is hereby amended and restated in its entirety to read as follows: “**8.6 NAICS Code Varies – Billiard or Pool Tables**. A business that offers the use of billiard or pool tables shall be subject to business license taxation under its natural class for all gross income of the business excluding the gross income attributable to the billiard or pool tables. In addition, the billiard or pool tables shall require their own separate business licenses pursuant to SC Code § 12-21-2746 and shall be subject to a license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that.”
- (c) The NAICS codes corresponding to Classes 9.41 and 9.42 have been eliminated.

Businesses that were previously classified into 9.41 or 9.42 shall be required to apply and pay for a business license in their natural class.

SECTION 2. Amendments to Appendix B. Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” is hereby amended as follows:

- (a) Classes 1 through 8 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” are hereby amended and restated as set forth on the attached Exhibit A.
- (b) Class 9 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” shall remain in full force and effect as set forth in the Current Business License Ordinance.
- (c) The NAICS codes corresponding to Classes 9.41 and 9.42 have been eliminated. Businesses that were previously classified into 9.41 or 9.42 shall be required to apply and pay for a business license in their natural class.

SECTION 3. Repealer, Effective Date. All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective with respect to the business license year beginning on May 1, 2024.

ENACTED IN REGULAR MEETING, this ____ day of _____, 20____.

ATTEST:

Cindy Thompson, Acting City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

**APPENDIX A
BUSINESS LICENSE RATE SCHEDULE**

<u>RATE CLASS</u>	<u>INCOME: \$0 - \$2,000 BASE RATE</u>	<u>INCOME OVER \$2,000 RATE PER \$1,000 OR FRACTION THEREOF</u>
1	\$35	\$1.40
2	\$40	\$1.65
3	\$45	\$1.90
4	\$50	\$2.15
5	\$55	\$2.40
6	\$60	\$2.65
7	\$65	\$2.90
8.1	\$50	\$1.75
8.2	Set by state statute § 12-23-210	
8.3	MASC Telecommunications	
8.4	MASC Insurance	
8.51	\$12.50 + \$12.50 per machine	
8.52	\$12.50 + \$180.00 per machine	
8.6	\$5.00 <u>OR</u> \$12.50 per table	
9.3	\$75	\$0.90

NON-RESIDENT RATES

Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the City.

DECLINING RATES

Declining rates apply in all Classes for gross income in excess of \$1,000,000, unless otherwise specifically provided for in this ordinance.

<u>Gross Income in \$ Millions</u>	<u>Percent of Class Rate for each additional \$1,000</u>
0 – 1	100%
1 – 2	90%
2 – 3	80%
3 – 4	70%
Over 4	60%

CLASS 8 RATES

Each NAICS number designates a separate sub-classification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization considerations, and other factors that are deemed sufficient to require individually determined rates. In accordance with state law, the City also may provide for reasonable sub-classifications for rates, described by an NAICS sector, subsector, or industry, that are based on particularized considerations as needed for economic stimulus or for the enhanced or disproportionate demands on municipal services or infrastructure.

Non-resident rates do not apply except where indicated.

8.1 NAICS 230000 – Contractors, Construction, All Types [Non-resident rates apply].

Resident rates, for contractors having a permanent place of business within the City:

Minimum on first \$2,000 \$50.00 PLUS

Each additional 1,000..... \$1.75

Non-resident rates apply to contractors that do not have a permanent place of business within the City. A trailer at the construction site or structure in which the contractor temporarily resides is not a permanent place of business under this ordinance.

No contractor shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be licensed on the same basis as general or prime contractors for the same job. No deductions shall be made by a general or prime contractor for the value of work performed by a subcontractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building Code have been filed and approved. Zoning permits must be obtained when required by the Zoning Ordinance.

Each prime contractor shall file with the License Official a list of subcontractors furnishing labor or materials for each project.

For licenses issued on a per-job basis, the total tax for the full amount of the contract shall be paid prior to commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date. An amended report shall be filed for each new job and the appropriate additional license fee per \$1,000 of the contract amount shall be paid prior to commencement of new work. Only one base tax shall be paid in a license year. Licensees holding a per-job license shall file, by each April 30 during the continuation of the construction project, a statement of compliance, including but not limited to a revised estimate of the value of the contract. If any revised estimate of the final value of such project exceeds the amount for

which the business license was issued, the licensee shall be required to pay a license fee at the then-prevailing rate on the excess amount.

8.2 NAICS 482 – Railroad Companies (See S.C. Code § 12-23-210).

8.3 NAICS 517111, 517112 and 517122 – Telephone Companies.

With respect to “retail telecommunications services” as defined in S. C. Code § 58-9-2200, the City participates in a collections program administered by the Municipal Association of South Carolina. The City has approved participation in the collections program by separate ordinance (the “Telecommunications Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to retail telecommunications services are set forth in the Telecommunications Collections Ordinance.

8.4 NAICS 5241 and 5242 – Insurance Companies and Brokers:

Independent agents, brokers, and their employees are subject to a business license tax based on their natural class. With respect to insurers subject to license fees and taxes under Chapter 7 of Title 38 and to brokers under Chapter 45 of Title 38, the City participates in a collections program administered by the Municipal Association of South Carolina. The City has approved participation in the collections program by separate ordinance (the “Insurers and Brokers Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to insurers and brokers are set forth in the Insurers and Brokers Collections Ordinance.

8.51 NAICS 713120 – Amusement Machines, coin operated (except gambling).

Music machines, juke boxes, kiddy rides, video games, pin tables with levers, and other amusement machines with or without free play feature licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(1) and (A)(2) **[Type I and Type II]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2746:

Per Machine	\$12.50 PLUS
Business license	\$12.50

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.51.

8.52 NAICS 713290 – Amusement Machines, coin operated, non-payout.

Amusement machines of the non-payout type or in-line pin game licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(3) **[Type III]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2720(B):

Per Machine \$180.00 PLUS

Business license \$12.50

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.52.

8.6 NAICS 713990 – Billiard or Pool Rooms, all types.

A business that offers the use of billiard or pool tables shall be subject to business license taxation under its natural class for all gross income of the business excluding the gross income attributable to the billiard or pool tables. In addition, the billiard or pool tables shall require their own separate business licenses pursuant to SC Code § 12-21-2746 and shall be subject to a license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that.

CLASS 9 RATES

9.3 NAICS 441100 and 441200 - Automotive, Motor Vehicles, Boats, Farm Machinery or Retail. (except auto supply stores - see 441300)

Minimum on first \$2,000.....\$75.00 PLUS

Per \$1,000, or fraction, over \$2,000..... \$0.90

One sales lot not more than 400 feet from the main showroom may be operated under this license provided that proceeds from sales at the lot are included in gross receipts at the main office when both are operated under the same name and ownership.

Gross receipts for this classification shall include value of trade-ins. Dealer transfers or internal repairs on resale items shall not be included in gross income.

APPENDIX B
2023 BUSINESS LICENSE CLASS SCHEDULE BY NAICS CODE

NAICS Sector or Subsector	Industry Sector	Class
110000	Agriculture, forestry, hunting, and fishing	1.00
210000	Mining	2.00
220000	Utilities	1.00
230000	Construction (gross or job based)	8.10
310000	Manufacturing	3.00
320000	Manufacturing	3.00
330000	Manufacturing	3.00
420000	Wholesale trade	1.00
440000	Retail trade	1.00
441100	Automobile dealers (new and used)	9.30
441200	Other Motor vehicle dealers (RVs, boats, motorcycles, ATVs)	9.30
450000	Retail trade	1.00
480000	Transportation and warehousing	1.00
482000	Rail transportation (railroads, fixed fee by state law)	8.20
490000	Transportation and warehousing	1.00
510000	Information	5.00
520000	Finance and insurance	7.00
530000	Real estate and rental and leasing	7.00
540000	Professional, scientific, and technical services	5.00
550000	Management of companies	7.00
560000	Administrative and support and waste management and remediation services	3.00
610000	Educational services	3.00
620000	Health care and social assistance	4.00
710000	Arts, entertainment, and recreation	3.00
713120	Amusement Parks and Arcades	8.51
713290	Non-payout Amusement Machines	8.52
713990	All Other Amusement and Recreational Industries (pool tables)	8.60
721000	Accommodation	1.00
722000	Food services	2.00
810000	Other services	4.00

2023 Class Schedule is based on a three-year average (2017 - 2019) of IRS statistical data.



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

ACTION ITEM

DOC ID: 4020

Council Meeting Date:	18 January 2024
Department:	Finance
Issue Under Consideration:	Motion to approve a contract in the amount \$ 157,107.00 for the Wi-Fi in Public Parks Project # 2002 and award contract to HTC, Inc.
Amount Requested:	\$157,107.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	100% Grant Funded
Points to Consider:	The city will have to provide funding after 3 years.
Options:	Approve/Disapprove
Staff Recommendation:	Approve

Reviews:

Kathy Vermeland Completed 01/10/2024 11:51 AM
 Finance Completed 01/10/2024 11:51 AM
 City Attorney Completed 01/10/2024 1:37 PM
 Scott Whittier Completed 01/11/2024 9:12 AM
 Stephanie Buccione Completed 01/11/2024 3:46 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 HTC Wi-Fi Contract (PDF)

Professional Services Contract

This Contract is entered into this 8th day of January, 2024, by HTC and between the City of Georgetown, South Carolina, herein referred to as the "City" and HTC, whose address is 2201 Highway 501, Conway, SC 29526 herein referred to as the "Contractor" for the Wi-Fi in Public Parks Project #2002 CDBG CARES Act Coronavirus Funding CV1-002, herein referred to as the "CDBG Project".

WITNESSETH:

WHEREAS, the City desires to engage the Contractor to render certain services related to Wi-Fi in Public Parks for the above described CDBG Project; and

WHEREAS, the City has complied with provisions for soliciting contractors as cited in the Community Development Block Grant (CDBG) Implementation Manual; and

WHEREAS, to ensure compliance with CDBG program requirements on the CDBG Project, it is deemed to be in the best interests of the City to enter into an agreement with the Contractor as hereinafter provided;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. SERVICES OF CONTRACTOR.

The City agrees to engage the Contractor, and the Contractor agrees to provide the services described in Section 6 in order to provide for the administration and management of the CDBG project for the City as approved by the South Carolina Department of Commerce, Grants Administration, herein referred to as "Grants Administration".

2. INDEPENDENT CONTRACTOR.

The contracting parties warrant by their signature that no employer-employee relationship is established between the Contractor and the City by the terms of this Contract. It is understood by the parties hereto that the Contractor is an independent contractor and as such neither it nor its employees, if any, are employees of the City for purposes of tax, retirement system or social security (FICA) withholding.

3. CONTRACTOR'S INSURANCE.

The Contractor warrants that it has obtained and will maintain at its expense for the duration of this Contract, proof of insurance throughout the contract term and as required by the City's Risk Manager as follows:

Commercial General Liability:

Each Occurrence \$1,000,000

General Aggregate \$2,000,000

Automobile Liability:

Combined Single Limit \$1,000,000

Workers' Compensation:

Statutory Limits

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

Email - skidmorea@georgetowsc.gov

Fax - 843.527.6173

Mailing address - PO Box 939, Georgetown, SC 29442 or

Physical address - 1134 N. Fraser Street, Georgetown, SC, 29440

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

4. LIAISON.

The City's designated liaison with the Contractor is Mr. Nick Ard, IT Technician.

The Contractor's designated liaison with the City is Richard West, Supervisor,
Network Operations

5. EFFECTIVE DATE AND TIME OF PERFORMANCE.

This Contract takes effect on January 08, 2024. The services to be performed by the Contractor will be completed no later than June 5, 2024.

6. SCOPE OF SERVICES.

The Contractor will perform the services in Exhibit A (attached) – Bid Submitted on October 4, 2023, and the City's Request for Quote (RFQ) including CDBG Contract Special Provisions.

10/2017

The Contractor shall provide and install all necessary equipment to complete the project as required. The City of Georgetown will pay the balance of both the installation and 36 month term costs at the completion of the implementation of the project.

Specifications

The following items are needed for each of our 10 Public Parks:

1. Qty. 1 x Managed Firewall Appliance
2. Qty. 2 x Wireless Access Points
3. Poles, related hardware and accessories

1. Ben Cooper Park
2. Constitution Park
3. Francis Marion Park
4. Rainey Park
5. Willowbank Park
6. Baruch Park
7. Bayview Park
8. Palmetto Park
9. Morgan Park
10. East Bay Park

Timeline:

Start date: February 1, 2024
Date of Completion: June 5, 2024

7. CHANGES IN THE WORK.

Without invalidating the Agreement and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work by a Written Amendment, a Change Order, or a Work Change Directive. Upon receipt of any such document executed or issued pursuant to these provisions, Contractor shall promptly proceed with the Work involved which will be performed under the applicable conditions of the Contract Documents (except as otherwise specifically provided).

8. COMPENSATION.

For the satisfactory completion of the services to be provided under this Contract, the City will pay the Contractor a sum, not to exceed **\$157,107.00** that the City agrees to pay as set forth herein.

9. RECORDS AND REPORTS.

Records for nonexpendable real property purchased totally or partially by the Unit of Local Government with CDBG funds must be retained for five years after its final disposition. The City must provide a quarterly progress report. All other pertinent grant records, including beneficiary data, financial records, supporting documents, and statistical records, shall be retained for a minimum of five years after final close-out of the Grant. If, however, any litigation, claim or audit is started before the expiration of the five year period, then records must be retained for five years after the litigation claim or audit is resolved.

10. MODIFICATION AND ASSIGNABILITY OF CONTRACT.

This Contract, including all documents incorporated by reference pursuant to paragraph 10 hereof, contains the entire agreement between the parties, and no statements, promises or inducements made by either party, or agents of either party, that are not contained in the written contract, are valid or binding. This Contract may not be enlarged, modified or altered except upon written agreement signed by both parties hereto. The Contractor may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder without the prior written consent of the City and Grants Administration). Any subcontractor or assignee will be bound by all of the terms and conditions of this Contract and will be required to enter into a written agreement with the City.

11. TERMINATION OF CONTRACT.

This Contract may be terminated as follows:

(a) Termination due to loss of funding.

In the event that Grants Administration reduces or terminates payments under the CDBG Program so as to prevent the City from paying the Contractor with CDBG funds, the City will give the Contractor written notice which sets forth the effective date of the termination and explains the reasons for the termination. The notice shall also describe the conditions for any reimbursement for any work completed.

(b) Termination for Convenience.

The City may terminate this Contract in whole, or in part, for the convenience of the City when both parties agree that the continuation of the CDBG Project is not in the best interest of both parties and that further expenditure of funds will not produce any results. The parties shall agree payment for work completed.

(c) Termination for cause.

(i) If the Contractor fails to comply with any of the terms and conditions of this Contract, the City may give notice, in writing, to the Contractor of any or all deficiencies claimed. The notice will be sufficient for all purposes if it describes the default in general terms. If all defaults are not cured and corrected within a reasonable period as specified in the notice, the City may, with no further notice, declare this Contract to be terminated. The Contractor will thereafter be entitled to receive payment for those services reasonably performed to the date of termination, less the amount of reasonable damages suffered by the City by reason of the Contractor's failure to comply with this contract.

(ii) Notwithstanding the above, the Contractor is not relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due the City from the Contractor is determined.

12. DOCUMENTS INCORPORATED BY REFERENCE.

The City's application to Grants Administration for CDBG funding, awarded April 28, 2022.

The CDBG Contract Special Provisions are hereby incorporated by this reference and included as an attachment.

Federal and State Laws: The Unit of Local Government is responsible for compliance with all applicable Federal or State laws, Executive Orders, and regulations of the CDBG program.

13. CONSTRUCTION AND VENUE.

This Contract will be construed under and governed by the laws of the State of South Carolina. In the event of litigation concerning it, venue is the Judicial District in and for the County of Georgetown, State of South Carolina.

14. INDEMNIFICATION.

The City shall not be liable for failure on the part of the Contractor or any other

party to perform all work under this Contract in accordance with all applicable laws and regulations. The Contractor waives any and all claims and recourse against the City, including the right of contribution for loss and damage to persons or property arising from, growing out of or in any way connected with or arising out of concurrent or sole negligence of the City or its officers, agents or employees. Further, the Contractor will indemnify, hold harmless, and defend the City from and against any and all claims, demands, damages, costs, expenses or liability of any kind (including reasonable attorneys' fees) arising from, growing out of or in any way connected with or incident to, the Contractor's performance of this Contract, except for liability arising out of the concurrent or sole negligence of the City or its officers, agents or employees. This provision shall survive the termination of this Contract for any claim arising during the term of the Contract.

15. SPECIAL WARRANTY.

The Contractor warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Contract. The Contractor further declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion or negotiation leading to the award of this Contract. Any such activity by the Contractor shall make this Contract null and void.

10/2017

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the _____
day of _____, 20____.

CONTRACTOR

CITY OF GEORGETOWN

BY *Nenise Ambuhl*
Contractor

BY: _____
Official Signature

Director, Business Solutions
Title

Title

1-8-24
Date

Date

Attest *Michelle Schollmeyer*

Attest _____

Attachment: HTC Wi-Fi Contract (4020 : HTC Wi-Fi Contract)



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ACTION ITEM

DOC ID: 4014

Council Meeting Date:	18 January 2024
Department:	Finance
Issue Under Consideration:	Motion to approve FY2024-25 Budget Calendar
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Needed for Budget Planning and Preparation
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Kathy Vermeland Completed 01/06/2024 1:30 PM

Scott Whittier Completed 01/08/2024 8:52 AM

Sandra E. Yudice Ph.D. Skipped 01/06/2024 1:28 PM
omit

Stephanie Buccione Completed 01/09/2024 6:19 PM

Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

- 1 Budget Calendar - Fiscal Year 2024-25(DOCX)



Fiscal Year 2024-25 Budget Calendar

December 2023		City Administrator Budget Memorandum to Department Directors
January 17, 2024 (Wednesday)	NA	Budget Initialized by Finance and Ready for Input by Departments
February 7, 2024 (Wednesday)	5:00 pm	The following due to the Finance/Administration Departments from all City Departments: • Fiscal Year 2023-24 Year End Projections-All Accounts • Fiscal Year 2024-25 Budget Projections – All Accounts • Fiscal Year 2024-25 Personnel Requests • Fiscal Year 2024-25 Vehicle Capital Requests
February 12-16, 2024	All Week	Department Head Reviews with Administrator and Finance Director
March 6-7, 2024		Administrator and Finance Review of Total Budget
March 11-22, 2024		Finance prepares Draft budget for submission to City Council
March 28, 2024 (Thursday) Location: TBD		City Council Annual Retreat: Budget Presentation to Council
April 1-5, 2024		Mayor and City Council to schedule individual or group sessions with Administrator/Finance Director
April 18, 2024 (Thursday)	4:00 pm	City Council Workshop #1
May 2, 2024 (Thursday)	4:00 pm	City Council Workshop #2
May 16, 2024 (Thursday)	5:30 pm	Budget Ordinance for First Reading (at regular Council Meeting)
May 17, 2024	NA	Advertise Public Hearing and Projected Budget Totals in Newspaper
June 6, 2024 (Thursday)	4:00 pm	City Council Workshop #3 (if needed)
June 20, 2024 (Thursday)	5:30 pm	Public Hearing and Budget Ordinance for Second Reading and Adoption (at regular Council meeting).
July 1, 2024	N/A	Fiscal Year 2024-25 Begins

Scott Whittier, City Administrator

Kathy Vermeland, Director of Finance

Attachment: Budget Calendar - Fiscal Year 2024-25 (4014 : FY2024-25 Budget Calendar)



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ORDINANCE

DOC ID: 3962

Council Meeting Date:	18 January 2024
Department:	Police Department
Issue Under Consideration:	Motion to approve an ordinance amending article I of chapter 20 of the code of ordinances for the City of Georgetown at section 20- 12 "Activities from Public Ramps at East Bay Park".
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Georgetown County Council updated its ordinance regarding commercial uses of boat ramps county – wide, and the City wishes to be consistent with the county with respect to certain terms.
Options:	Approve / Disapprove
Staff Recommendations:	Staff recommends approval

Reviews:

William Pierce Completed 11/03/2023 11:07 AM

City Attorney Completed 11/09/2023 9:25 AM

Items approved

Scott Whittier Completed 12/06/2023 1:48 PM

Sandra E. Yudice Ph.D. Skipped 11/03/2023 10:04 AM

Stephanie Buccione Completed 12/06/2023 4:13 PM

approve

Georgetown City Council Completed 12/21/2023 5:30 PM

Attachments:

1. 1 20-12 City ammended efc clean (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 20 OF THE
CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN AT SECTION 20- 12
"ACTIVITIES FROM PUBLIC RAMPS AT EAST BAY PARK".**

AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 20 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN AT SECTION 20- 12 “ACTIVITIES FROM PUBLIC RAMPS AND DOCKS AT EAST BAY PARK”

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

WHEREAS, The City Council of the City of Georgetown recognizes the importance of maintaining access to the city’s waterfront and bountiful natural resources for recreational activities such as fishing and boating for residents and visitors; and

WHEREAS, The Harborwalk on the Sampit River is available for passive waterfront recreation; and

WHEREAS, Morgan Park on Winyah Bay is available for passive and active waterfront recreation, including fishing, shrimping, crabbing, and non-motorized boat launch; and

WHEREAS, The East Bay Park dual boat landing, boat docks with tie-up cleats, and kayak launch on the Sampit River are designed for both motorized and non-motorized boating, respectively; and

WHEREAS, Georgetown County Council updated its ordinance regarding commercial uses of boat ramps county-wide, and the City wishes to be consistent with the county with respect to certain terms; and

WHEREAS, The City Council of the City of Georgetown has received a public safety recommendation from law enforcement regarding uses at the city boat docks;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that Section 20-12 of the City of Georgetown Code of Ordinances be amended as follows:

Current:

Sec. 20-12. - Activities from public ramps and docks at East Bay Park.

No activity, which interferes with the launching or loading of boats, with the exception of temporary activities approved by city council, shall be undertaken. No person may fish, crab, net, or swim from the public boat access ramps and docks located at East Bay Park with the following exception; fishing, crabbing, and netting are permitted in the following areas of East Bay Park: Morgan Park, and the East Bay Kayak Launch pier and dock. However, such activities may not interfere with the purpose for which the Kayak Launch is intended. All

fishing, crabbing, and netting activities must comply with the South Carolina Department of Natural Resources Rules and Regulations.

As amended:

Sec. 20-12. - Activities from public ramps, docks, and kayak launch at East Bay Park.

No activity, which interferes with the launching or loading of boats, with the exception of temporary activities approved by city council, shall be undertaken.

No person may fish, crab, or net, from the public boat access ramps and docks located at East Bay Park with the following exception; fishing, crabbing, and netting are permitted in the following areas : Morgan Park, and the East Bay Kayak Launch pier and dock. However, such activities may not interfere with the purpose for which the Kayak Launch is intended. All fishing, crabbing, and netting activities must comply with the South Carolina Department of Natural Resources Rules and Regulations.

To protect and preserve the intended purposes of the public boat facilities, the following activities are prohibited at all public boat facilities:

- (1) Swimming*
- (2) Loading or unloading of any cargo or passengers for hire or compensation, except and excluding captains who hold a current Operator of Uninspected Passenger Vessels (OUPV) license, commonly known as a "6-pack" or "Charter boat Captain's License," of a vessel of no more than 30 feet in length, and with no more than six passengers for charter.*
- (3) Blocking or obstructing any public boat facilities for a period longer than is reasonably necessary to launch or retrieve a watercraft.*
- (4) Obstructing any facility or access to any facility or parking area. Any vessel, vehicle, or other object left unattended that obstructs any facility or access to any facility or parking area, may be cited, removed, and impounded at the risk and expense of the owner.*
- (5) the sale of any goods, retail, or wholesale, including without limitation any sea-catch, seafood, food items, or dry goods.*

BE IT FURTHER ORDAINED, The Georgetown City Administrator is authorized and directed to create city signage in connection with the provisions of this section.

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

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



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RESOLUTION

DOC ID: 4008

Council Meeting Date:	18 January 2024
Department:	Police Department
Issue Under Consideration:	Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Myrtle Beach Police Department and to authorize the Chief of Police to execute it.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Approve resolution by a Law Enforcement Assistance and Support Agreement with Agency.
Options:	Approve / Disapprove
Staff Recommendations:	Staff recommends approval of resolution

Reviews:

William Pierce Completed 01/05/2024 9:39 AM

Stephanie Buccione Completed 01/09/2024 6:31 PM

Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 Myrtle Beach PD (PDF)

**MOTION TO APPROVE BY RESOLUTION A LAW ENFORCEMENT ASSISTANCE AND
SUPPORT AGREEMENT WITH THE MYRTLE BEACH POLICE DEPARTMENT AND TO
AUTHORIZE THE CHIEF OF POLICE TO EXECUTE IT.**

CITY OF MYRTLE BEACH	)	
COUNTY OF HORRY	)	LAW ENFORCEMENT
STATE OF SOUTH CAROLINA	)	ASSISTANCE AND SUPPORT AGREEMENT

MEMORANDUM OF UNDERSTANDING

This Law Enforcement Assistance and Support Agreement ("Agreement") is made and entered by and between the **City of Georgetown Police Department** located at 2222 Highmarket St., Georgetown, SC 29440 and the **City of Myrtle Beach Police Department** located at 1101 North Oak Street, Myrtle Beach, SC 29577, and shall be effective on the date that the agreement has been signed by both parties and approved by their respective governing bodies, as shown below.

WHEREAS, as amended on June 3, 2016, South Carolina Code Ann. Section 23-20-10, et seq., provides for contractual agreements between and among state, county, municipal and local law enforcement agencies for the purpose of providing the proper and prudent exercise of public safety functions across jurisdictional lines; and

WHEREAS, the **City of Georgetown Police Department** desires to enter into such an agreement with the **CITY OF MYRTLE BEACH POLICE DEPARTMENT** to promote public safety for the purposes of securing to each other the benefits of mutual aid in the event of natural disaster, disorder, special events, emergency situations, and any other law enforcement activities; and

WHEREAS, the purpose of this Agreement is to define the scope of such mutual aid and the responsibilities of the parties; and

WHEREAS, during these activities, it is possible that law enforcement officers will respond to, become involved with, and/or deal with emergency situations, civil disorders, arrests, natural or manmade disasters, pursuits of criminal suspects, location of missing persons, criminal investigations, and/or any other matter handled by law enforcement, and the requesting agency desires replying agency's officers to have lawful authority and jurisdiction to respond to, become involved with, and/or deal with these or any other situations which may arise during the presence of responding agency's officers in the requesting agency's jurisdiction.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. VESTING OF AUTHORITY AND JURISDICTION

To the fullest extent permitted by the Constitution and the statutes of this State, officers assigned under the Agreement shall be vested with authority, jurisdiction, rights, immunities, and privileges outside his resident jurisdiction for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn. This Agreement is in no way intended to effect any other multi-jurisdictional

agreement(s) which may exist between the agencies. The assistance to be rendered pursuant to this Agreement shall solely involve responding law enforcement officers from one party's jurisdiction to the other. When so responding, such law enforcement officers shall have all powers and authorities of law enforcement officers employed by the requesting jurisdiction. However, local ordinances adopted by a responding party's jurisdiction shall not be deemed extended into areas of operation that are located outside the geopolitical territorial limits of that party.

2. REQUEST FOR ASSISTANCE

The responding law enforcement officers may be requested in response to any public safety function across jurisdictional lines, such as multijurisdictional task forces, criminal investigations, patrol services, crowd control, traffic control and safety, and other emergency service situations. Assistance provided in this Agreement includes, but is not limited to:

- A. Emergency Situations;
- B. Civil Disorders;
- C. Natural or Manmade Disasters;
- D. Mass Processing of Arrests;
- E. Transporting of Prisoners;
- F. Operating Temporary Detention Facilities & Housing Inmates;
- G. Arrests;
- H. Pursuits of Criminal Suspects;
- I. Location of Missing Persons;
- J. Traffic Control and Safety;
- K. Criminal Investigations; or
- L. Any Other Matter Handled by Law Enforcement for that Particular Jurisdiction.

3. PRIMARY RESPONSIBILITY

It is agreed and understood that the primary responsibility of the parties to this Agreement is to provide law enforcement services within the geographical boundaries of their respective jurisdictions. Therefore, it is agreed that the law enforcement agency whose assistance is requested shall be the sole judge as to whether or not it can respond and to what extent it can comply with the request for assistance from the other agency.

4. PROCEDURE FOR REQUESTING LAW ENFORCEMENT ASSISTANCE

- A. Request. A request for assistance shall only be made by the **Chief of the City of Georgetown Police Department**, or his/her designee, or the **Chief of the City of Myrtle Beach Police Department**, or his/her designee. This request shall include a description of the situation creating the need for assistance, the specific aid needed, the approximate number of law enforcement officers requested, the location to which law enforcement personnel are to be dispatched, and the officer in charge of such location.

B. Reply. A reply to any request for assistance shall only be made by the **Chief of the City of Georgetown Police Department**, or his/her designee, or the **Chief of the City of Myrtle Beach Police Department**, or his/her designee. If the request is granted, the requesting law enforcement agency shall be immediately informed of the number of law enforcement officers to respond.

C. Officer in Charge. The responding law enforcement officers shall report to the officer in charge of the requesting law enforcement agency at the designated location and shall be subject to the lawful orders and commands of that officer. The responding law enforcement officer shall exert their best efforts to cooperate with, and aid, the requesting law enforcement agency. The responding law enforcement officers shall be responsible at all times for acting within the policies and procedures set forth in the policy and procedure manual of the law enforcement agency by which they are regularly employed.

D. Release. The responding law enforcement officers shall be released by the officer in charge when their services are no longer required or when they are needed to respond to a situation within the geographic boundaries of their own jurisdiction; provided, however, the responding law enforcement officers shall use their best efforts to complete the requested service prior to being released.

5. PERSONNEL, COSTS AND RECORDS

Except as otherwise agreed among the parties, each party shall maintain control over its personnel. Except as otherwise provided herein, each party shall bear its own costs incurred in the performance of its obligations hereunder, and shall keep its own personnel and other usual records as to its assigned officers.

The requesting law enforcement agency shall be primarily responsible for maintaining records relating to the incident for which assistance has been requested. However, each law enforcement agency shall maintain records of activities of its personnel that would result in creation of records in its own jurisdiction, including but not limited to, incident reports, records or application or execution of an arrest or search warrant, incident reports for arrests made by its personnel, uniform traffic tickets issued, and use of force forms. Each party shall make these records available to the other party upon request and without cost.

6. REQUESTS FOR INFORMATION PURSUANT TO THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Upon receipt, each agency participating in this Agreement must respond to requests for information pursuant to the South Carolina Freedom of Information Act.

7. COMPENSATION

This Agreement shall in no manner affect or reduce the compensation, pension, or retirement rights of any responding officers and such officers shall continue to be paid by the agency where they are permanently employed. Except as otherwise agreed, each party shall bear its own costs and expenses incurred in complying with this Agreement.

The parties agree that compensation and/or reimbursement for services provided hereunder shall be limited to the reciprocal provision of services of like kind, to include the ancillary benefits of increased investigation and prevention of offenses in their respective jurisdictions. Any other agreement for reimbursement between the parties must be written and executed in the same manner as this Agreement.

8. INSURANCE

Each party shall maintain such insurance coverage for general liability, workers' compensation, and other such coverage as may be required by law or deemed advisable by individual parties.

9. EMPLOYMENT STATUS

Nothing herein shall be construed or interpreted to imply that the law enforcement officers responding in accordance with this Agreement shall be the employees of the law enforcement agency requesting such assistance.

10. MODIFICATION OR AMENDMENT

This Agreement shall not be modified, amended, or changed in any manner except upon express written consent of the parties to this Agreement.

11. RESPONSIBILITY TO RESPECTIVE GOVERNING BODIES

Each party is responsible for any approval requirements to their respective governing body as may be required under South Carolina law.

12. SEVERABILITY

Should any part of this Agreement be found to be unenforceable by any court or other competent authority, then the rest shall remain in full force and effect.

13. BINDING SUCCESSORS IN OFFICE

All parties agree that any and all successors in interest to their offices will be similarly bound by the terms of this agreement without necessitating execution of any amendment.

14. NO INDEMNIFICATION OR THIRD PARTY RIGHTS

To the extent provided by law, the parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its officers. No right of indemnification is created by this agreement and the parties expressly disclaim such. The provisions of this agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this agreement.

Neither party shall be responsible for defending any legal action or claim brought against the other party or its employees arising out of circumstances in which assistance was requested or provided, nor shall it be responsible to pay any fees, costs, damages or verdict incurred by the other party in such action or claim. Additionally, the parties agree that neither will pursue subrogation of workers' compensation claims for injuries sustained by officers of the other party.

15. TERMINATION

This Agreement shall be terminated at any time upon written notice to the other party to this Agreement. Such notice becomes effective upon receipt of written notice by the non-terminating party.

16. TERM AND RENEWAL

This Agreement will continue in effect for two (2) years from the date of effectiveness of last signing below. Renewal shall be accomplished only by legislative act of equal dignity.

17. USE OF EQUIPMENT AND FACILITIES

Each party shall supply the equipment for its law enforcement officers and be responsible for the maintenance of its own equipment. Each party shall bear the risk of damage or loss to its own equipment and facilities; provided, however that if the equipment or facility is damaged by the acts or omissions of employees of the other party, then the other party shall reimburse the damaged party for its loss. The requesting agency shall provide the facilities for law

enforcement operations and will designate its location at the time the assistance is requested.

18. OTHER AGREEMENTS AND INVESTIGATIONS

This Agreement shall not repeal or supersede any existing agreements between the parties does not restrict in any way the normal cooperation between law enforcement agencies concerning ongoing criminal activities.

19. RADIO COMMUNICATIONS

Radio communications between the requesting law enforcement agency officers and the assisting law enforcement agency officers shall be maintained by use of the State regional radio channel system, unless a radio channel that is mutually shared by the parties is otherwise available.

IN WITNESS WHEREOF, these parties have set their hands and seals at the date set forth above.

CITY OF MYRTLE BEACH

WITNESSES

Amy Prock, Chief of Police

CITY OF MYRTLE BEACH POLICE DEPARTMENT

Witness

Jonathan “Fox” Simons, City Manager

Witness

Date approved by Myrtle Beach City Council: _____

City of Georgetown Police Department

WITNESSES

Chief William Pierce

Witness

Witness

Date approved for execution: _____

Attachment: Myrtle Beach PD (4008 : MOU between GPD and Myrtle Beach Police Department)



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

RESOLUTION

DOC ID: 4009

Council Meeting Date:	18 January 2024
Department:	Police Department
Issue Under Consideration:	Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Berkeley County Sheriff's Office and to authorize the Chief of Police to execute it.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Approve resolution by a Law Enforcement Assistance and Support Agreement with Agency.
Options:	Approve / Disapprove
Staff Recommendations:	Staff recommends approval of resolution.

Reviews:

William Pierce Completed 01/05/2024 9:40 AM

Stephanie Buccione Completed 01/09/2024 6:29 PM

Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 Berkeley County SO (PDF)

**MOTION TO APPROVE BY RESOLUTION A LAW ENFORCEMENT ASSISTANCE AND
SUPPORT AGREEMENT WITH THE BERKELEY COUNTY SHERIFF'S OFFICE AND TO
AUTHORIZE THE CHIEF OF POLICE TO EXECUTE IT.**

CITY OF GEORGETOWN	)	
COUNTY OF GEORGETOWN	)	LAW ENFORCEMENT
STATE OF SOUTH CAROLINA	)	ASSISTANCE AND SUPPORT AGREEMENT

MEMORANDUM OF UNDERSTANDING

This Law Enforcement Assistance and Support Agreement ("Agreement") is made and entered by and between the **City of Georgetown Police Department** located at 2222 Highmarket Street, Georgetown, SC and the **Berkeley County Sheriff's Office** located at 223 N. Live Oak Drive, Moncks Corner, SC and shall be effective on the date that the agreement has been signed by both parties and approved by their respective governing bodies, as shown below.

WHEREAS, as amended on June 3, 2016, South Carolina Code Ann. Section 23-20-10, et seq., provides for contractual agreements between and among state, county, municipal and local law enforcement agencies for the purpose of providing the proper and prudent exercise of public safety functions across jurisdictional lines; and

WHEREAS, the **City of Georgetown Police Department** desires to enter into such an agreement with the **Berkeley County Sheriff's Office** to promote public safety for the purposes of securing to each other the benefits of mutual aid in the event of natural disaster, disorder, special events, emergency situations, and any other law enforcement activities; and

WHEREAS, the purpose of this Agreement is to define the scope of such mutual aid and the responsibilities of the parties; and

WHEREAS, during these activities, it is possible that law enforcement officers will respond to, become involved with, and/or deal with emergency situations, civil disorders, arrests, natural or manmade disasters, pursuits of criminal suspects, location of missing persons, criminal investigations, and/or any other matter handled by law enforcement, and the requesting agency desires replying agency's officers to have lawful authority and jurisdiction to respond to, become involved with, and/or deal with these or any other situations which may arise during the presence of responding agency's officers in the requesting agency's jurisdiction.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. VESTING OF AUTHORITY AND JURISDICTION

To the fullest extent permitted by the Constitution and the statutes of this State, officers assigned under the Agreement shall be vested with authority, jurisdiction, rights, immunities, and privileges outside his resident jurisdiction for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn. This Agreement is in no way intended to effect any other multi-jurisdictional

agreement(s) which may exist between the agencies. The assistance to be rendered pursuant to this Agreement shall solely involve responding law enforcement officers from one party's jurisdiction to the other. When so responding, such law enforcement officers shall have all powers and authorities of law enforcement officers employed by the requesting jurisdiction. However, local ordinances adopted by a responding party's jurisdiction shall not be deemed extended into areas of operation that are located outside the geopolitical territorial limits of that party.

2. REQUEST FOR ASSISTANCE

The responding law enforcement officers may be requested in response to any public safety function across jurisdictional lines, such as multijurisdictional task forces, criminal investigations, patrol services, crowd control, traffic control and safety, and other emergency service situations. Assistance provided in this Agreement includes, but is not limited to:

- A. Emergency Situations;
- B. Civil Disorders;
- C. Natural or Manmade Disasters;
- D. Mass Processing of Arrests;
- E. Transporting of Prisoners;
- F. Operating Temporary Detention Facilities & Housing Inmates;
- G. Arrests;
- H. Pursuits of Criminal Suspects;
- I. Location of Missing Persons;
- J. Traffic Control and Safety;
- K. Criminal Investigations; or
- L. Any Other Matter Handled by Law Enforcement for that Particular Jurisdiction.

3. PRIMARY RESPONSIBILITY

It is agreed and understood that the primary responsibility of the parties to this Agreement is to provide law enforcement services within the geographical boundaries of their respective jurisdictions. Therefore, it is agreed that the law enforcement agency whose assistance is requested shall be the sole judge as to whether or not it can respond and to what extent it can comply with the request for assistance from the other agency.

4. PROCEDURE FOR REQUESTING LAW ENFORCEMENT ASSISTANCE

- A. **Request.** A request for assistance shall only be made by the **Police Chief of the City of Georgetown Police Department**, or his/her designee, or the **Sheriff of the Berkeley County Sheriff's Office** or his/her designee. This request shall include a description of the situation creating the need for assistance, the specific aid needed, the approximate number of law enforcement officers requested, the location to which law enforcement personnel are to be dispatched, and the officer in charge of such location.

B. **Reply.** A reply to any request for assistance shall only be made by the **Police Chief of the City of Georgetown Police Department**, or his/her designee, or the **Sheriff of the Berkeley County Sheriff's Office**, or his/her designee. If the request is granted, the requesting law enforcement agency shall be immediately informed of the number of law enforcement officers to respond.

C. **Officer in Charge.** The responding law enforcement officers shall report to the officer in charge of the requesting law enforcement agency at the designated location and shall be subject to the lawful orders and commands of that officer. The responding law enforcement officer shall exert their best efforts to cooperate with, and aid, the requesting law enforcement agency. The responding law enforcement officers shall be responsible at all times for acting within the policies and procedures set forth in the policy and procedure manual of the law enforcement agency by which they are regularly employed.

D. **Release.** The responding law enforcement officers shall be released by the officer in charge when their services are no longer required or when they are needed to respond to a situation within the geographic boundaries of their own jurisdiction; provided, however, the responding law enforcement officers shall use their best efforts to complete the requested service prior to being released.

5. PERSONNEL, COSTS AND RECORDS

Except as otherwise agreed among the parties, each party shall maintain control over its personnel. Except as otherwise provided herein, each party shall bear its own costs incurred in the performance of its obligations hereunder, and shall keep its own personnel and other usual records as to its assigned officers.

The requesting law enforcement agency shall be primarily responsible for maintaining records relating to the incident for which assistance has been requested. However, each law enforcement agency shall maintain records of activities of its personnel that would result in creation of records in its own jurisdiction, including but not limited to, incident reports, records or application or execution of an arrest or search warrant, incident reports for arrests made by its personnel, uniform traffic tickets issued, and use of force forms. Each party shall make these records available to the other party upon request and without cost.

6. REQUESTS FOR INFORMATION PURSUANT TO THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Upon receipt, each agency participating in this Agreement must respond to requests for information pursuant to the South Carolina Freedom of Information Act.

7. COMPENSATION

This Agreement shall in no manner affect or reduce the compensation, pension, or retirement rights of any responding officers and such officers shall continue to be paid by the agency where they are permanently employed. Except as otherwise agreed, each party shall bear its own costs and expenses incurred in complying with this Agreement.

The parties agree that compensation and/or reimbursement for services provided hereunder shall be limited to the reciprocal provision of services of like kind, to include the ancillary benefits of increased investigation and prevention of offenses in their respective jurisdictions. Any other agreement for reimbursement between the parties must be written and executed in the same manner as this Agreement.

8. INSURANCE

Each party shall maintain such insurance coverage for general liability, workers' compensation, and other such coverage as may be required by law or deemed advisable by individual parties.

9. EMPLOYMENT STATUS

Nothing herein shall be construed or interpreted to imply that the law enforcement officers responding in accordance with this Agreement shall be the employees of the law enforcement agency requesting such assistance.

10. MODIFICATION OR AMENDMENT

This Agreement shall not be modified, amended, or changed in any manner except upon express written consent of the parties to this Agreement.

11. RESPONSIBILITY TO RESPECTIVE GOVERNING BODIES

Each party is responsible for any approval requirements to their respective governing body as may be required under South Carolina law.

12. SEVERABILITY

Should any part of this Agreement be found to be unenforceable by any court or other competent authority, then the rest shall remain in full force and effect.

13. BINDING SUCCESSORS IN OFFICE

All parties agree that any and all successors in interest to their offices will be similarly bound by the terms of this agreement without necessitating execution of any amendment.

14. NO INDEMNIFICATION OR THIRD PARTY RIGHTS

To the extent provided by law, the parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its officers. No right of indemnification is created by this agreement and the parties expressly disclaim such. The provisions of this agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this agreement.

Neither party shall be responsible for defending any legal action or claim brought against the other party or its employees arising out of circumstances in which assistance was requested or provided, nor shall it be responsible to pay any fees, costs, damages or verdict incurred by the other party in such action or claim. Additionally, the parties agree that neither will pursue subrogation of workers' compensation claims for injuries sustained by officers of the other party.

15. TERMINATION

This Agreement shall be terminated at any time upon written notice to the other party to this Agreement. Such notice becomes effective upon receipt of written notice by the non-terminating party.

16. TERM AND RENEWAL

This Agreement will continue in effect for two (2) years from the date of effectiveness of last signing below. Renewal shall be accomplished only by legislative act of equal dignity.

17. USE OF EQUIPMENT AND FACILITIES

Each party shall supply the equipment for its law enforcement officers and be responsible for the maintenance of its own equipment. Each party shall bear the risk of damage or loss to its own equipment and facilities; provided, however that if the equipment or facility is damaged by the acts or omissions of employees of the other party, then the other party shall reimburse the damaged party for its loss. The requesting agency shall provide the facilities for law

enforcement operations and will designate its location at the time the assistance is requested.

18. OTHER AGREEMENTS AND INVESTIGATIONS

This Agreement shall not repeal or supersede any existing agreements between the parties does not restrict in any way the normal cooperation between law enforcement agencies concerning ongoing criminal activities.

19. RADIO COMMUNICATIONS

Radio communications between the requesting law enforcement agency officers and the assisting law enforcement agency officers shall be maintained by use of the State regional radio channel system, unless a radio channel that is mutually shared by the parties is otherwise available.

IN WITNESS WHEREOF, these parties have set their hands and seals at the date set forth above.

GEORGETOWN POLICE DEPARTMENT

WITNESSES

William Pierce, Chief of Police

Witness

City of Georgetown Police Department

Scott Whittier, Georgetown City Administrator

Witness

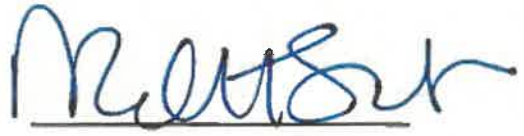
Date approved by Georgetown City Council: _____

BERKELEY COUNTY SHERIFF'S OFFICE

WITNESSES



Duane Lewis, Berkeley County Sheriff



Witness

Date approved for execution: _____

Attachment: Berkeley County SO (4009 : MOU between GPD and Berkeley SO)



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

RESOLUTION

DOC ID: 4010

Council Meeting Date:	18 January 2024
Department:	Police Department
Issue Under Consideration:	Motion to approve by Resolution a Law Enforcement Assistance and Support Agreement with the Horry County Police Department and to authorize the Chief of Police to execute it.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Approve resolution by a Law Enforcement Assistance and Support Agreement with Agency.
Options:	Approve / Disapprove
Staff Recommendations:	Staff recommends approval of resolution.

Reviews:

William Pierce Completed 01/05/2024 9:41 AM

Stephanie Buccione Completed 01/09/2024 6:30 PM

Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 Horry County PD (PDF)

**MOTION TO APPROVE BY RESOLUTION A LAW ENFORCEMENT ASSISTANCE AND
SUPPORT AGREEMENT WITH THE HORRY COUNTY POLICE DEPARTMENT AND TO
AUTHORIZE THE CHIEF OF POLICE TO EXECUTE IT.**

CITY OF GEORGETOWN	)	
COUNTY OF GEORGETOWN	)	LAW ENFORCEMENT
STATE OF SOUTH CAROLINA	)	ASSISTANCE AND SUPPORT AGREEMENT

MEMORANDUM OF UNDERSTANDING

This Law Enforcement Assistance and Support Agreement ("Agreement") is made and entered by and between the **City of Georgetown Police Department** located at 2222 Highmarket Street, Georgetown, SC and the **Horry County Police Department** located at 2560 N. Main Street, Conway, SC and shall be effective on the date that the agreement has been signed by both parties and approved by their respective governing bodies, as shown below.

WHEREAS, as amended on June 3, 2016, South Carolina Code Ann. Section 23-20-10, et seq., provides for contractual agreements between and among state, county, municipal and local law enforcement agencies for the purpose of providing the proper and prudent exercise of public safety functions across jurisdictional lines; and

WHEREAS, the **City of Georgetown Police Department** desires to enter into such an agreement with the **Horry County Police Department** to promote public safety for the purposes of securing to each other the benefits of mutual aid in the event of natural disaster, disorder, special events, emergency situations, and any other law enforcement activities; and

WHEREAS, the purpose of this Agreement is to define the scope of such mutual aid and the responsibilities of the parties; and

WHEREAS, during these activities, it is possible that law enforcement officers will respond to, become involved with, and/or deal with emergency situations, civil disorders, arrests, natural or manmade disasters, pursuits of criminal suspects, location of missing persons, criminal investigations, and/or any other matter handled by law enforcement, and the requesting agency desires replying agency's officers to have lawful authority and jurisdiction to respond to, become involved with, and/or deal with these or any other situations which may arise during the presence of responding agency's officers in the requesting agency's jurisdiction.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. VESTING OF AUTHORITY AND JURISDICTION

To the fullest extent permitted by the Constitution and the statutes of this State, officers assigned under the Agreement shall be vested with authority, jurisdiction, rights, immunities, and privileges outside his resident jurisdiction for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn. This Agreement is in no way intended to effect any other multi-jurisdictional agreement(s)

which may exist between the agencies. The assistance to be rendered pursuant to this Agreement shall solely involve responding law enforcement officers from one party's jurisdiction to the other. When so responding, such law enforcement officers shall have all powers and authorities of law enforcement officers employed by the requesting jurisdiction. However, local ordinances adopted by a responding party's jurisdiction shall not be deemed extended into areas of operation that are located outside the geopolitical territorial limits of that party.

2. REQUEST FOR ASSISTANCE

The responding law enforcement officers may be requested in response to any public safety function across jurisdictional lines, such as multijurisdictional task forces, criminal investigations, patrol services, crowd control, traffic control and safety, and other emergency service situations. Assistance provided in this Agreement includes, but is not limited to:

- A. Emergency Situations;
- B. Civil Disorders;
- C. Natural or Manmade Disasters;
- D. Mass Processing of Arrests;
- E. Transporting of Prisoners;
- F. Operating Temporary Detention Facilities & Housing Inmates;
- G. Arrests;
- H. Pursuits of Criminal Suspects;
- I. Location of Missing Persons;
- J. Traffic Control and Safety;
- K. Criminal Investigations; or
- L. Any Other Matter Handled by Law Enforcement for that Particular Jurisdiction.

3. PRIMARY RESPONSIBILITY

It is agreed and understood that the primary responsibility of the parties to this Agreement is to provide law enforcement services within the geographical boundaries of their respective jurisdictions. Therefore, it is agreed that the law enforcement agency whose assistance is requested shall be the sole judge as to whether or not it can respond and to what extent it can comply with the request for assistance from the other agency.

4. PROCEDURE FOR REQUESTING LAW ENFORCEMENT ASSISTANCE

- A. Request. A request for assistance shall only be made by the **Police Chief of the City of Georgetown Police Department**, or his/her designee, or the **Police Chief of the Horry County Police Department** or his/her designee. This request shall include a description of the situation creating the need for assistance, the specific aid needed, the approximate number of law enforcement officers requested, the location to which law enforcement personnel are to be dispatched, and the officer in charge of such location.

B. Reply. A reply to any request for assistance shall only be made by the **Police Chief of the City of Georgetown Police Department**, or his/her designee, or the **Police Chief of the Horry County Police Department**, or his/her designee. If the request is granted, the requesting law enforcement agency shall be immediately informed of the number of law enforcement officers to respond.

C. Officer in Charge. The responding law enforcement officers shall report to the officer in charge of the requesting law enforcement agency at the designated location and shall be subject to the lawful orders and commands of that officer. The responding law enforcement officer shall exert their best efforts to cooperate with, and aid, the requesting law enforcement agency. The responding law enforcement officers shall be responsible at all times for acting within the policies and procedures set forth in the policy and procedure manual of the law enforcement agency by which they are regularly employed.

D. Release. The responding law enforcement officers shall be released by the officer in charge when their services are no longer required or when they are needed to respond to a situation within the geographic boundaries of their own jurisdiction; provided, however, the responding law enforcement officers shall use their best efforts to complete the requested service prior to being released.

5. PERSONNEL, COSTS AND RECORDS

Except as otherwise agreed to among the parties in writing, each party shall maintain control over its personnel. Except as otherwise provided herein, each party shall bear its own costs incurred in the performance of its obligations hereunder and shall keep its own personnel and other usual records as to its assigned officers.

The requesting law enforcement agency shall be primarily responsible for maintaining records relating to the incident for which assistance has been requested. However, each law enforcement agency shall maintain records of activities of its personnel that would result in creation of records in its own jurisdiction, including but not limited to, incident reports, records or application or execution of an arrest or search warrant, incident reports for arrests made by its personnel, uniform traffic tickets issued, and use of force forms. Each party shall make these records available to the other party upon request and without cost.

6. REQUESTS FOR INFORMATION PURSUANT TO THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Upon receipt, each agency participating in this Agreement must respond to requests for information pursuant to the South Carolina Freedom of Information Act.

7. COMPENSATION

This Agreement shall in no manner affect or reduce the compensation, pension, or retirement rights of any responding officers and such officers shall continue to be paid by the agency where they are permanently employed. Except as otherwise agreed, each party shall bear its own costs and expenses incurred in complying with this Agreement.

The parties agree that compensation and/or reimbursement for services provided hereunder shall be limited to the reciprocal provision of services of like kind, to include the ancillary benefits of increased investigation and prevention of offenses in their respective jurisdictions. Any other agreement for reimbursement between the parties must be written and executed in the same manner as this Agreement.

8. INSURANCE

Each party shall maintain such insurance coverage for general liability, workers' compensation, and other such coverage as may be required by law or deemed advisable by individual parties.

9. EMPLOYMENT STATUS

Nothing herein shall be construed or interpreted to imply that the law enforcement officers responding in accordance with this Agreement shall be the employees of the law enforcement agency requesting such assistance.

10. MODIFICATION OR AMENDMENT

This Agreement shall not be modified, amended, or changed in any manner except upon express written consent of the parties to this Agreement.

11. RESPONSIBILITY TO RESPECTIVE GOVERNING BODIES

Each party is responsible for any approval requirements to their respective governing body as may be required under South Carolina law.

12. SEVERABILITY

Should any part of this Agreement be found to be unenforceable by any court or other competent authority, then the rest shall remain in full force and effect.

13. BINDING SUCCESSORS IN OFFICE

All parties agree that any and all successors in interest to their offices will be similarly bound by the terms of this agreement without necessitating execution of any amendment.

14. NO INDEMNIFICATION OR THIRD PARTY RIGHTS

To the extent provided by law, the parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its officers. No right of indemnification is created by this agreement and the parties expressly disclaim such. The provisions of this agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this agreement.

Neither party shall be responsible for defending any legal action or claim brought against the other party or its employees arising out of circumstances in which assistance was requested or provided, nor shall it be responsible to pay any fees, costs, damages or verdict incurred by the other party in such action or claim. Additionally, the parties agree that neither will pursue subrogation of workers' compensation claims for injuries sustained by officers of the other party.

15. TERMINATION

This Agreement shall be terminated at any time upon written notice to the other party to this Agreement. Such notice becomes effective upon receipt of written notice by the non-terminating party.

16. TERM AND RENEWAL

This Agreement will continue in effect for two (2) years from the date of effectiveness of last signing below. Renewal shall be accomplished only by legislative act of equal dignity.

17. USE OF EQUIPMENT AND FACILITIES

Each party shall supply the equipment for its law enforcement officers and be responsible for the maintenance of its own equipment. Each party shall bear the risk of damage or loss to its own equipment and facilities; provided, however that if the equipment or facility is damaged by the acts or omissions of employees of the other party, then the other party shall reimburse the damaged party for its loss. The requesting agency shall provide the facilities for law enforcement operations and will designate its location at the time the assistance is requested.

18. OTHER AGREEMENTS AND INVESTIGATIONS

This Agreement shall not repeal or supersede any existing agreements between the parties does not restrict in any way the normal cooperation between law enforcement agencies concerning ongoing criminal activities.

19. RADIO COMMUNICATIONS

Radio communications between the requesting law enforcement agency officers and the assisting law enforcement agency officers shall be maintained by use of the State regional radio channel system, unless a radio channel that is mutually shared by the parties is otherwise available.

IN WITNESS WHEREOF, these parties have set their hands and seals at the date set forth above.

HORRY COUNTY POLICE DEPARTMENT

WITNESSES

William Pierce, Chief of Police
City of Georgetown Police Department

Witness

Scott Whittier, Georgetown City Administrator

Witness

Date approved by Georgetown City Council: _____

HORRY COUNTY POLICE DEPARTMENT

WITNESSES

Joseph Hill, Chief of Police

Witness

Steve Gosnell, Horry County Administrator

Witness

Date approved for execution: _____

Attachment: Horry County PD (4010 : MOU between GPD and Horry County PD)



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

ACTION ITEM

DOC ID: 4006

Council Meeting Date:	18 January 2024
Department:	Risk Management
Issue Under Consideration:	Motion to Approve payment in the amount of \$631,886.00 to SCMIRF Semi Annual billing for liability insurance.
Amount Requested:	\$631,886.00
Is Item in Current Budget?	yes
If no, please explain:	
Financial Impact:	\$631,886.00
Points to Consider:	Approval of payment to SCMIRF (Property, Auto & General Liability) for the Semiannual 2024 Priemium-1 st half of 2024
Options:	1. Approve Payment Request 2. Do not approve payment request
Staff Recommendation:	Approve payment request so the City's insurance can be renewed.

Reviews:

Charles W. Cribb Completed 01/07/2024 6:22 PM
 Scott Whittier Completed 01/08/2024 2:34 PM
 Stephanie Buccione Completed 01/09/2024 6:36 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 SCMIRF Invoice #SCMIRF-10069-AR-INV (PDF)



Date: 12/06/2023

Invoice #: SCMIRF-10069-AR-INV

Due Date: 01/01/2024

INVOICE

Bill To:

City of Georgetown
Attn: Charles Cribb
PO BOX 939
Georgetown, SC 29442-0939

RECEIVED
DEC 18 2023
FINANCE DEPT. - JEB
CITY OF GEORGETOWN SC

DESCRIPTION	MEMO	AMOUNT
Premium	SCMIRF 1st Semiannual 2024 Premium	\$631,886.00
Total due		\$631,886.00

RECEIVEDDEC 19 2023 *JMS***RISK MANAGEMENT**

Questions regarding this invoice should be addressed to Danielle Baker - dbaker@masc.sc or 803.993.1237

Please send the bottom portion with your remittance.

Invoice # SCMIRF-10069-AR-INV
Invoice Date 12/06/2023
Due Date 01/01/2024

Customer # 10105
City of Georgetown

Amount Due: **\$631,886.00**

Amount Remitted:

Remit to: SC Muni Ins Risk & Fin Fund, P.O. Box 12220, Columbia SC 29211

Attachment: SCMIRF Invoice #SCMIRF-10069-AR-INV (4006 : SCMIRF 1st Semi Annual Bill)



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

ACTION ITEM

DOC ID: 4019

Council Meeting Date:	18 January 2024
Department:	Public Works
Issue Under Consideration:	Motion to approve the purchase of park equipment from Carolina Parks & Play for Willowbank and East Bay Park in the amount of \$89,125.10.
Amount Requested:	\$89,125.10
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	• Replacement of Toddler Swings and playground equipment at Willowbank Park. • Replacement of Toddler Swings at East Bay Park. • The current park equipment is over 15 years old; upgrades are needed to meet ADA compliance. • This will be the first phase of replacement at East Bay Park. The second phase of park upgrades will be requested in Fiscal Year 2025 for additional park equipment replacement with more inclusive play equipment for East Bay Park. • Estimated lead time for installation 12 – 14 weeks. • Vendor is under Sourcewell Cooperative Purchasing Contract. • Vendor will be presenting an inclusive playground presentation at February's workshop meeting.
Options:	Council to approve or disapprove.
Staff Recommendation:	Staff recommends approving this request.

Reviews:

Natrona Simmons Completed 01/08/2024 4:09 PM
 Kathy Vermeland Completed 01/10/2024 8:47 AM
 Scott Whittier Completed 01/11/2024 9:13 AM
 Stephanie Buccione Completed 01/11/2024 4:01 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 East Bay Willowbank Swing Bank Opt 1_V5 (PDF)
2. 2 EBP.8 Bay Swing 2.existing photos (PDF)
3. 3 Georgetownn East Bay Swings - 1171981-01-01-01 (PDF)
4. 4 Willowbank Park - 4341 (PDF)
5. 5 Willowbank Park (1).existing photos (PDF)
6. 6 Willowbank Park (2).existing photos (JPG)

Updated: 1/8/2024 4:07 PM by Natrona Simmons (Page 1)

7. 7 sourcewell (PDF)

Quote Name East Bay & Willowbank Swing Bank Opt 1

Prepared By: Ed Gruetzner
(843) 697-8589
ed@carolinaparksandplay.com

Prepared For: Natrona Simmons
(843) 545-4701
nsimmons@cogsc.com

Bill To: Natrona Simmons
City of Georgetown
125 North Kaminski Street
Georgetown, SC 29440

Ship To: Natrona Simmons
City of Georgetown

Georgetown, SC 29440

Please make out purchase orders, contracts, and checks to:

Invoice Address Carolina Parks and Play
P.O. Box 1246
Cary, NC, 27512
(919) 469-9188

Lead Time: 12-14 weeks ARO
Payment Terms: Net 30
Total Wt 0

Product	Line Description	Quantity	Sales Price	Wt Subtotal	Total Price
Landscape Structures	177332A - 5" Arch Swing Frame w/8' Beam	2.00	\$3,675.00	0	\$7,350.00
Landscape Structures	177333A - 5" Arch Swing Frame Add'l Bay w/8' Beam	8.00	\$2,250.00	0	\$18,000.00
Landscape Structures	176038 - Full Bucket Toddler Swing w/proguard chains for 8'beam	6.00	\$450.00	0	\$2,700.00
Landscape Structures	177351 - Molded Bucket Seat w/Proguard Chains for 8' Beam	2.00	\$1,105.00	0	\$2,210.00
Landscape Structures	174018 - Belt Seat w/Proguard Chains for 8' Beam	12.00	\$160.00	0	\$1,920.00
Landscape Structures	135535 - Seahorse Whimsey Rider	1.00	\$1,850.00	0	\$1,850.00
Landscape Structures	135536 - Dolphin Whimsy Rider	1.00	\$1,750.00	0	\$1,750.00
Landscape Structures	164075 - Double Bobble Rider	1.00	\$2,650.00	0	\$2,650.00
SC Installation	Installation	1.00	\$25,000.00	0	\$25,000.00
Surfacing-EWF	EWF Engineered Wood Fiber Mulch @ 12"	200.00	\$85.00	0	\$17,000.00
Shipping and Handling	Shipping & Handling	1.00	\$4,500.00	0	\$4,500.00

Subtotal \$84,930.00
Tax Rate 7.00%
Project Tax \$4,195.10
Project Total \$89,125.10

Standard Terms and Conditions

Pricing: Prices are firm for 30 days unless otherwise noted. Installation costs, if shown, are for one installation unless otherwise noted. Taxes will be shown separately, if applicable. Any applicable taxes not shown will be applied to the final invoice.

Payment terms: Payment terms are as stated above subject to approval by Credit Manager. Payment in full is due within those terms. Pre-payment may be required for orders equaling less than \$5000.00. A signed purchase order made out to the business name and address,

Attachment: East Bay Willowbank Swing Bank Opt 1_V5 (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Quote #: 9274
Created: 3/16/2023
Modified: 12/19/2023

as listed in the "Invoice Address" section of this quotation, or this signed quotation is required for all orders unless otherwise noted. A 1.5% per month finance charge will be imposed on all past due accounts. Checks should be made payable to and mailed as indicated in the "Invoice Address" section of this quotation. A fee of 2.95% will be added for payments by credit card.

Returns: Returns are available on shipments delivered within the last 60 days if the product is in merchantable condition, has never been installed, and has never been stored in an area with little or no protection. A 25% restocking fee will be charged on all returned goods. Customer will be charged freight for both the outbound and inbound shipment. Any credit will be based on the condition of the item(s) upon return.

Installation: The site should be clear, level and allow for unrestricted access of trucks and machinery. Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. The customer is responsible for theft or damage of the equipment from the time the equipment is off-loaded until the installation is complete, unless other arrangements are made and noted on the quotation. The customer is responsible for any locally required building permits unless specifically noted otherwise in this proposal. Price includes only what is stated in this quotation. If additional site work or equipment is needed then the price is subject to change. Drainage requirements not specifically detailed in this proposal are to be completed by others. Customer shall be responsible for unknown conditions such as buried utilities (public and private), tree stumps, rock, or any concealed materials that may result in additional labor or material costs. Customer will be billed hourly or per job for any additional costs.

Agreement Execution

As an authorized agent, I accept the terms and conditions of this proposal for purchase of goods and services.

Name (print) _____ Signature _____ Date _____

Purchase order # _____ (please provide)

Attachment: East Bay Willowbank Swing Bank Opt 1_V5 (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)





Georgetown East Bay Proposed Playground

1171981-01-01 • 2.13.2023





Attachment: Willowbank Park - 4341 (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)





Attachment: Willowbank Park (2).existing photos (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

**Solicitation Number: RFP #010521****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Landscape Structures Inc., 601 7th St. S., Delano, MN 55328 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Playground and Water Play Equipment with Related Accessories and Services from which Vendor was awarded a contract.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires February 17, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 14 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Contract Administrator. This form is available from the assigned Sourcwell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing

restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. **BUSINESS REVIEWS.** Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. **ADMINISTRATIVE FEE.** In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Vendor's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

D. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

E. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their

respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.
 - b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.
3. *Use; Quality Control.*

- a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
 - b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
 - c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.
4. As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.
5. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
\$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Professional Liability.* During the term of this Contract, Vendor will maintain coverage for all claims the Vendor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Vendor's professional services required under this Contract.

Minimum Limits:
\$2,000,000 per claim or event
\$2,000,000 – annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance

maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all references to “federal” should be interpreted to mean the United States federal government.

The following list only applies when a Participating Entity accesses Vendor's Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40

hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any

agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

22. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:

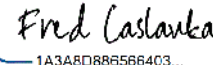
By: C0=D2A139D06489...
Jeremy Schwartz
Title: Director of Operations &
Procurement/CPO
Date: 2/15/2021 | 10:32 PM CST

Approved:

DocuSigned by:

By: 7E42B8F517A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 2/15/2021 | 10:43 PM CST

Landscape Structures Inc.

DocuSigned by:

By: 1A3A8D885566403...
Fred Caslavka
Title: Chief Financial Officer
Date: 2/15/2021 | 11:44 AM PST

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

RFP 010521 - Playground and Water Play Equipment with Related Accessories and Services

Vendor Details

Company Name: Landscape Structures Inc.

Does your company conduct business under any other name? If yes, please state: No

Address: 601 7th Street S.
Delano, MN 55328

Contact: Elaine Harkess

Email: elaineharkess@playlsi.com

Phone: 763-972-5243

Fax: 763-972-3185

HST#: 41-0971842

Submission Details

Created On: Friday November 20, 2020 15:44:26

Submitted On: Tuesday January 05, 2021 14:56:03

Submitted By: Elaine Harkess

Email: elaineharkess@playlsi.com

Transaction #: 9a53de68-bd30-44d7-924d-6248bbd8d68b

Submitter's IP Address: 96.39.128.58

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark "NA" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (and applicable d/b/a, if any):	Landscape Structures Inc.	*
2	Proposer Address:	601 7th ST S Delano, MN 55328	*
3	Proposer website address:	https://www.playlsi.com/	*
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Fred Caslavka Chief Financial Officer 601 7th ST S Delano, MN 55328 fredcaslavka@playlsi.com 763-972-5362	*
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Elaine Harkess Contract Administrator 601 7th ST S Delano, MN 55328 elaineharkess@playlsi.com 763-972-5243	*
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	David Smith Vice President of Sales 601 7th ST S Delano, MN 55328 DavidSmith@playlsi.com 763-972-5205	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *
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Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Landscape Structures celebrates its 50th Anniversary in 2021. Our vision is to be the industry leader in innovation and operational excellence, have the best sales consultants and be the most highly recognized manufacturer of commercial playground equipment. We strive to offer world class service and products with our continuous improvement processes, and values-based employee culture. Landscape Structures was founded in 1971 by Steve King and Barb King (1947-2008). Steve is a landscape architect with a keen eye for beautiful aesthetics and functionality. Steve is also the creator of the concept of continuous play and was the first to interconnect play events including slides, climbers, horizontal ladders and more. The continuous play concept allowed him to create more play value in a smaller space and encourage more social interaction and skill development among children. Barb was educated as a home economist with a talent for organization development and the ability to plan, coordinate and execute. Their complementary styles and backgrounds proved to be the right combination as they turned a great idea into a successful business. Now, almost 50 years later, the company is a global leader in the commercial playground industry with nearly 500 employees, approximately 500,000+ square feet of manufacturing space in Minnesota and over 300 playground consultants spread across the world. Landscape Structures is one of the few remaining independently owned manufacturers of playground equipment. We are 100 percent employee owned (ESOP), and each and every employee is committed to creating playgrounds and play spaces that encourage kids of all ages and abilities to learn persistence, leadership, competition, bravery, support and empathy through play. We push the limits to help kids realize there is no limit to what they can do today and in the future. Our core values--relationships, integrity, commitment, innovation, team and passion--enable us to fulfill our mission of enhancing the lives of children through play while honoring the environment. For a better tomorrow, we play today. Cofounder and Chairman Steve King is the only leader of a playground company who is also a landscape architect. With Steve's passion for creating playground products and designs that go beyond ADA requirements, we create truly inclusive play environments for children of all abilities. We also push the design envelope by creating some of the most creatively themed play events in the world, along with nature-inspired playground equipment that blends into the surrounding environments. Landscape Structures' overall reputation in the marketplace is based on offering leading edge innovation and best value. Independent research conducted with the recreation industry over several years indicated superiority in areas of product quality, product innovation, custom capabilities, environmental stewardship, and customer service. Our products are of the highest quality and best long-term value to the customer. Our attention to detail in manufacturing and design along with the durability and product performance in the field, has earned us this reputation. See attached Landscape Structures History for more detailed information.
8	What are your company's expectations in the event of an award?	Landscape Structures currently holds a Sourcewell contract (April 2017 thru April 2022 (extended in response to customer request)). We have seen sales under this contract nearly double from 2018 to 2020. If we are awarded a new Sourcewell contract, we expect the strong growth to continue. The Landscape Structures team is finishing one of the most challenging year's in our country's history with no lapse in service, no manufacturing delays and an increase in sales under our current Sourcewell contract. Our team continued to deliver at 99.1% on time with 94.3% clean shipments which was similar to the past 5 years. We have an established history and customer base to continue growing these sales. As customers look for more streamlined methods to make their purchases and purchasing vehicles to help make the most of their project dollars, we anticipate sales under cooperative contracts will continue to grow. With our strong dealer network and our ability to provide personalized service through that partnership, we believe our existing customers will continue to purchase Landscape Structures' products while at the same time referring new customers who will see the benefits of utilizing the Sourcewell contract.

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Landscape Structures Inc. (LSI) was a privately owned manufacturer until 2012 when it became 100% employee owned. Historically, we have only provided limited financial information to parties other than our financial institutions and insurance company. For competitive reasons we are very protective of this information. However, we understand our financial stability is a critical aspect in the decision-making process. Landscape Structures employs nearly 500 people who, once eligibility requirements are met, all participate as owners of the company through a qualified Employee Stock Ownership Plan and Trust. On December 31, 2020 our total assets were over \$90 million, our current ratio was 2.9 and our fixed charge coverage ratio was over 15.2 (U.S. Bank requires it to be no less than 1.15). We also have a \$20.0 million line of credit with U.S. Bank that is rarely drawn upon and had an outstanding balance of zero on the date of this response as well as on December 31, 2020, 2019 and 2018. PriceWaterhouseCoopers LLP has issued clean opinions for the each of the past 29 years they audited Landscape Structures Inc. The clean opinion for 2019 and 2018 is attached. We anticipate another clean opinion to be issued for 2020 when the audit is completed in August of 2021. Our current bonding capacity of \$10,000,000 is also testimony by an independent third party of their belief in our ability to meet our obligations. We have the ability to increase the limit but have not found a business need to do so. As you are probably already aware, sureties like International Fidelity Insurance Company (AM Best rating of A-, Financial Size Category VII) insure to a zero-loss ratio and base their limits on the financial substance and stability of the company they are bonding. We have supplemented this information with our bank and trade references. LSI has been working with U.S. Bank for over 29 years and many of our key suppliers over a similar time period. In totality this information should provide you with the assurance that we have the financial means to fulfill our short and long-term obligations. If you determine that the information is inadequate, I would welcome and appreciate the opportunity to discuss this so that I may address any of your concerns. Fred Caslavka, MBA, CMA, CPA (inactive) Chief Financial Officer and Risk Manager Direct: 763-972-5362 Cell: 763-221-0067 Report of Independent Auditors and Bank & Supplier References are attached.	*
10	What is your US market share for the solutions that you are proposing?	Market share data is confidential and typically not disclosed. However, we are highly confident we hold significant market share. Based on the most recent information from IPEMA (International Play Equipment Manufacturer's Association) LSI estimates its U.S. market share at 22%. IPEMA members voluntarily report their sales to IPEMA which in turn supplies summary information to its members.	*
11	What is your Canadian market share for the solutions that you are proposing?	Based on the most recent information from IPEMA (International Play Equipment Manufacturer's Association) LSI estimates its Canadian market share at 25%. IPEMA members voluntarily report their sales to IPEMA which in turn supplies summary information to its members.	*
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	Landscape Structures has never filed a petition for bankruptcy protection.	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Landscape Structures is a manufacturer. We market our products through a global network of 50 independent sales organizations comprised of more than 700 sales and service people. The sales organizations have exclusive territories and are not allowed to carry competing product lines. In the U.S. these independent sales organizations provide full sales and service coverage for all 50 states. As a 100% employee owned company with Landscape Structures being the sole legal entity under which our products are sold, our sales organizations do not compete against other entities owned by us. In short, Landscape Structures is not owned by another company, nor do we own any other companies that are selling and marketing similar products that effectively compete against each other. Landscape Structures products account for more than 50% of the total revenue for 32 of the 36 North American sales organizations. The percentage increases significantly when complimentary lines and services such as surfacing and installation are included. All of which would not be sold if it were not for the sale of our products. The distribution structure at Landscape Structures is led by our Vice President of Sales, two North American Regional Sales Managers, Custom Sales Manager and International Sales Manager. The independent sales organizations each maintain a team of sales representatives and support staff who serve the clients in their respective territories. Our sales organizations have been with Landscape Structures for an average of 25 years with several of our largest currently being led by the 2nd generation. Our shared values and commitment to serving our customers are the foundation of our relationship. The long tenure has resulted in strong synergies and shared quality, service and delivery values. We consider our sales channel true partners, and an integral part of the Landscape Structures family.
14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	The playground industry does not require any special licenses to be held by manufacturers. Landscape Structures is proud to be at the forefront of an industry that cares about children. We promote healthy kids and a sustainable world. We are one of the founders of the International Play Equipment Manufacturers Association (IPEMA), an organization that promotes quality and safety for all playground manufacturers. It is a member-driven international trade organization that represents and promotes an open market for manufacturers of play equipment of which Landscape Structures has been a member in good standing since its inception. In the interest of playground safety, IPEMA provides a Third Party Certification Service whereby a designated independent laboratory validates a participant's certification of conformance to ASTM F1487, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, except sections 7.1.1, 10 and 12.6.1; CAN/CSA Z614, Children's Playspaces and Equipment Standards, except clauses 9.8, 10 and 11; or both. The use of the corresponding logo in the Landscape Structures catalog signifies that Landscape Structures Inc. has received written validation from the independent laboratory that the product(s) associated with the use of the logo conforms with the requirements of the indicated standards. CSA: The Canadian Standards Association. Nearly all equipment developed by Landscape Structures is certified to meet CAN/CSA-Z614-07, the Children's Playspaces and Equipment Standard, through IPEMA. CPSIA Safety Compliance: At Landscape Structures, product safety is a top priority. We believe there is no investment more valuable than the protection and safety of our children. That's why we always strive to go beyond the minimum safety requirements and build this value into every piece of playground equipment we produce. The Consumer Products Safety Improvement Act (CPSIA) of 2008 specifies safe limits on the maximum allowable amount of lead in paints, coatings and other materials used on children's products, and sets limits on certain heavy metals and six different phthalates (plasticizers used to make vinyl and other plastics soft and flexible) used in certain toys and childcare articles. Landscape Structures has tested hundreds of materials to validate compliance to this safety act. All products manufactured and distributed through Landscape Structures meet or exceed the requirements of the CPSIA. ISO Certification: ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). Its purpose is to promote common standards for businesses worldwide. ISO 9001:2015 has a process-oriented structure, is customer focused and emphasizes continuous improvement in quality. ISO 14001:2015 drives us toward operating in a manner that is environmentally conscious. Both standards provide guidelines for establishing a company's quality and environmental management programs. In 1998 Landscape Structures became the first play equipment manufacturer to be certified in ISO 9001 and ISO 14001. Annual audits by a 3rd party are required to maintain these certifications which LSI has done successfully for each year since 2015 through the date of this response. What does this mean to a customer? This means that a customer can purchase from Landscape Structures, a premier commercial playground equipment manufacturer, with confidence because we have the

		processes in place to consistently manufacture the highest quality products while being conscious of how we are impacting the environment. Although not an industry requirement, Landscape Structures requires members of our staff to be certified by the National Playground Safety Institute (NPSI). This includes many of our product development team, playground design team and our technical services (installation support) team. This ensures our customers receive the benefit of the knowledge of and compliance with government standards. This occurs at all levels from the development of the equipment, design of the play structures, through installation and maintenance services. In addition, many key staff members are actively involved in the development of the standards for our industry. Steve King, co-founder and chairman, is an American Society of Landscape Architects (ASLA) Fellow, a Certified Playground Safety Inspector, and a founding member and past President of IPEMA (International Play Equipment Manufacturers Association). Steve has been chairman of a task group of the American Society for Testing and Materials (ASTM) that worked with the U.S. Consumer Products Safety Commission (CPSC) to update the ASTM F1487 Specification: a voluntary safety and accessibility standard for public playground equipment designed for children ages 2 to 12. His task group had the added responsibility of developing playground accessibility standards to comply with the Americans with Disabilities Act (ADA). Landscape Structures was also the first company to develop new playground events specifically meeting ADA requirements. Randy Watermill, Vice President of Product Development, has been with Landscapes Structures Inc. for 27 years. Randy serves as a committee member for ASTM, has served as President of IPEMA, and is currently the Treasurer of IPEMA. He is certified by NRPA as a Certified Playground Safety Inspector (CPSI). Tom Fitzpatrick, P.E. Product Development Engineer, has been with Landscape Structures for 15 years. Tom serves as a committee member for ASTM, is a member of the IPEMA Equipment Certification Committee and is certified by NRPA as a Certified Playground Safety Inspector (CPSI). Landscape Structures is authorized to sell products in all 50 states. We currently hold contractor's licenses in the states of Alabama, Arizona, Arkansas, California, Florida, Hawaii, Idaho, Louisiana, Maryland, Mississippi, New Jersey, New Mexico, Tennessee and Washington (other states may not require them) allowing us to provide turn-key solutions to our customers in all of the states. Third Party Certifications Landscape Structures requires all playground equipment installers, with which we subcontract, to be manufacturer trained. Once trained, these installers are issued a Certified Installers Certificate. Many of our installers are also NPSI trained and Certified Playground Safety Inspectors. Installers are expected to maintain required permits and licenses applicable in their state to perform their work in a legal and professional manner. If required by local regulations, installers may also be required to be OSHA certified. Most members of our independent sales team are NPSI certified. This ensures that when they are meeting with a customer, the customer has the assurance of working with an experienced and knowledgeable playground expert. Our sales organizations hold necessary contractor licenses as required.	
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	NONE – Landscape Structures has never been suspended or debarred.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
16	Describe any relevant industry awards or recognition that your company has received in the past five years	• 2020 Nineteen-year participant in the annual EPCOT International Flower & Garden Festival (since 2001) • 2019 Landscape Structures was honored with the Best in Show award at the NRPA Annual Conference in Baltimore, MD • 2018 Landscape Structures recognized for its Total Retirement Offering at the 2018 Plan Sponsor of the Year Awards. The company was honored for its innovation in helping employees reach a secure retirement. • 2017 Landscape Structures receives a LAMMY Advertising Award for Best Message by Landscape Architecture Magazine • 2016 Winner of the Episerver™ North American Website Awards for Best B2B Website • 2016 Winner of Minnesota PRSA Classics Award for community relations campaign on inclusive play • 2015 Pat Faust inducted as an Honorary Member of the American Society of Landscape Architects (ASLA) • 2015 Landscape Structures receives Landscape Architecture Magazine Advertising Award (LAMMY) for Most Persuasive ad • 2015 Winner of Landscape Architect Magazine's Advertising Award (Lammy) for Best Graphic Presentation	*
17	What percentage of your sales are to the governmental sector in the past three years	Sales to the government sector accounts for 52% of our sales over the last 3 years. The government sector comprises the majority of our sales. This segment is critical to our business and growth prospects, as well as our overall success.	*
18	What percentage of your sales are to the education sector in the past three years	Sales to the education sector accounts for 32% of our sales over the last 3 years. The education sector also makes up a significant portion of our sales and is key to our business and growth prospects, as well as our overall success.	*
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Landscape Structures currently holds cooperative purchasing contracts with the following agencies: Sourcewell HGAC NASPO ValuePoint NCPA National IPA/Omnia Partners TIPS New York State Contract Ohio State Contract Minnesota State Contract California Multiple Award Schedule (CMAS) KCDA (King County Directors Association) Please see attached document "Cooperative Purchasing Contracts" for annual sales volume for 2018-2020.	*
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Landscape Structures does not hold any GSA contracts or Standing Offers and Supply Arrangements.	*

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Los Angeles Department of Recreation & Parks	Michael Shull, General Manager michael.a.shull@lacity.org	818-524-9053	*
Maryland National Capital Park & Planning Commission	Bridget Stesney, Division Chief Bridget.Stesney@pgparks.com	301-699-2533	*
Arlington Heights School District #25	Ryan Schulz, Buildings & Grounds Director ryanschulz@sd25.org	(847) 506-6900	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
See attached	Government	New York - NY	Varies by project to include supply equipment, installation, site work, protective surfacing	Varies by project - see attached.	See attached	*
See attached	Government	ON - Ontario	Varies by project to include supply equipment, installation, site work, protective surfacing	Varies by project - see attached.	See attached	*
See attached	Government	California - CA	Varies by project to include supply equipment, installation, site work, protective surfacing	Varies by project - see attached.	See attached	*
See attached	Education	New Mexico - NM	Varies by project to include supply equipment, installation, site work, protective surfacing	Varies by project - see attached.	See attached	*
See attached	Education	Illinois - IL	Varies by project to include supply equipment, installation, site work, protective surfacing	Varies by project - see attached.	See attached	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
23	Sales force.	Landscape Structures does not have a direct sales force. We partner with a network of exclusive independent sales representatives, led by our Vice President of Sales, two North America Regional Sales Managers, a Custom Sales Manager and International Sales Manager. We have an internal customer experience team who works with our distributor network supporting service on a daily basis.	*
24	Dealer network or other distribution methods.	Landscape Structures' sales team is comprised of 50 independent organizations, 36 in North America and 14 internationally. A total of 300+ salespeople focus 100 percent of their attention on the sales and service of the products considered in this RFP. Landscape Structures playground equipment, fabric shade, water play equipment, site amenities, fitness equipment and surfacing are our sales reps' primary business. They also carry complementary product lines and services so their total offering of products and services provide member agencies with a turn-key solution for their park and playground needs.	*
25	Service force.	Landscape Structures' goal is to provide the highest quality of service possible. We understand it is a journey that will never end which meshes perfectly with our continuous improvement culture. Our customer experience team is a long tenured group whose job is 100 percent customer service focused. The team's slogan is "we support play". These team members support specific geographical territories and focus on everything service related including presale designs through post installation field support. They have ISO-audited standard work processes that have proven to be very successful. Responses are same day. Our corrective action process includes meeting weekly to review any issues and discuss proactive opportunities for greater service. In addition, Landscape Structures' technical services team has two full-time staff members devoted to installation concerns and questions from both professional installers and customers. Our technical services team is available 24 hours a day, 7 days a week via a toll-free hotline.	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Hours of operation vary between local offices but are typically 8 a.m. to 5 p.m., Monday through Friday. Many offices have personnel available for early morning, evening or weekend appointments to accommodate their customers. Landscape Structures' customer experience team members, referenced earlier, are available from 7 a.m. to 6 p.m. CT, Monday through Friday. Furthermore, our contact center representatives are available from 8 a.m. to 5 p.m. CT, Monday through Friday. We also offer a toll-free hotline for installation questions 24 hours a day, 7 days a week. Landscape Structures has a standard work, ISO audited customer service program. Our primary process is called CCN (customer contact note). CCNs come in from the field and address concerns about shipping shortages, freight damage, warranty issues, etc. We respond to CCNs within 24 hours, document and review weekly with operations. This process results in corrective action and continuous improvement efforts. Replacement parts are another unique aspect of Landscape Structures customer service and manufacturing expertise. We are the only play equipment company in the world that supplies replacement parts irrespective of the age of the equipment. The replacement parts will be identical to the original equipment except in situations where the original product has been redesigned for safety or conformance reasons. In these situations, Landscape Structures will provide replacements that are similar in form, fit and function. Our archived records include all documentation of orders including customer purchase orders, playground layout drawings, order acknowledgements, invoices, shipment documents and more. Standard lead time on replacement parts is nine business days, same lead time as provided on all of our standard play equipment. Upon request most standard hardware can be supplied next day while common painted welded parts can be shipped within 24 to 72 hours. Part of our post-sale customer service is a customer satisfaction survey that is sent out eight weeks after every order is shipped. Feedback and results of those surveys are recorded, shared and followed up with our local representative organizations.	*
27	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Landscape Structures has nearly 50 years of experience successfully providing the products and services represented by this RFP to the same customer base Sourcewell represents in their participating entities. We have a network of independent sales representatives which covers all areas of the United States including Alaska and Hawaii. In cooperation with our sales channel, we are dedicated to continuing our legacy of providing premier products and services to the same customers Sourcewell serves.	*
28	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Landscape Structures has the ability and willingness to offer Sourcewell in Canada. We have a long-established and successful sales network covering all Canadian provinces and territories and have a growing market share (currently estimated at 25%) in Canada.	*
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Landscape Structures has the ability and fully intends to serve the entire United States. In fact, we must serve the entire United States as that is what our current customer base currently requires and has required for decades. We have the ability to fully serve Canada but due to administrative challenges of direct selling in Canada we are not planning to include Canada immediately if awarded. We are continually evaluating the potential of contract sales in Canada and are open to including Canada if the interest from Canadian customers changes.	*
30	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	N/A - Landscape Structures has the ability and fully intends to serve all Sourcewell participating entity sectors. In fact, Sourcewell's entity sectors are currently and have been for over 30 years, our core customer base. We have built our business around serving these entity sectors.	*
31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	N/A – Landscape Structures does not have any specific contract requirements or restrictions for participating entities in Hawaii, Alaska or any U.S. Territory.	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Table 7: Marketing Plan

Line Item	Question	Response *
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Upon contract award and notification to our sales channel, our immediate plan would be to send out co-branded press releases and social media announcements. As is currently, Sourcewell's presence on our website would continue to provide links and all other pertinent contract details and information. In addition, we would continue to advertise our Sourcewell contract with our current trade audience and promote at applicable trade shows. We would continue to partner with our sales channel on direct mail and/or email campaigns to send to their local territories, markets and customers. Landscape Structures has a strong marketing team with specialists in communications, public relations, advertising, graphic design, multimedia design and production, web and social media. Our marketing materials are innovative, professional, and reflect our brand image of quality and customer focus. We have the ability to create and collaborate on the most effective marketing approaches to promote the contract whether the format is digital or printed. We have robust capabilities and produce most of our marketing materials internally. Four examples of internal marketing materials are included in an electronic format. Examples included with this RFP are Play Catalog, SkyWays Catalog, Aquatix Catalog, and Hedra Brochure. In addition, Landscape Structures' entire product line can be viewed and/or downloaded directly from our Virtual Catalogs page on our website. Visit https://www.playlsi.com/en/view-playground-catalogs/ to view the most current version of our catalogs and product brochures.
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Landscape Structures uses the latest technology as it relates to our digital footprint. Our public website, playlsi.com, will continue to promote the Sourcewell contract. Our representative organizations rely on PlayCentral, our extranet, as a source of information where all of the contract details and marketing tools are available 24 by 7. We are active participants in social media outlets such as Facebook, Twitter and Instagram, as well as sending regular email communications to our client base. Additionally, we invest in ongoing organic and paid search efforts to improve our visibility to the marketplace. We would use a variety of digital vehicles to promote the Sourcewell contract and are open to, and constantly search for, new outlets to communicate awareness of the contract. In addition, our sales channel uses their websites, social media, email and other local and regional marketing to further the reach of Landscape Structures messages.
34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Our view of Sourcewell's role in promoting an awarded contract is a collaborative one. As we have done in the past, we would request that Sourcewell staff participate in webinars and live meetings with our rep network. We would also continue to ask for assistance with specific agencies when needed. We want to be included in Sourcewell's marketing efforts among other contract holders to bring depth and strength to the program. We also appreciate Sourcewell's participation in conferences specific to our industry such as NRPA. We will continue to collaborate with Sourcewell on new marketing opportunities. Sourcewell is already integrated into our sales process with many of our sales reps leading with Sourcewell as their primary contract vehicle. Our sales leaders would continue to educate and promote the Sourcewell contract to new and existing sales reps. We will update the current Sourcewell specific marketing to further encourage use of the contract.
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	No. Due to the unique nature of designing play structures and playground environments to meet individual customer needs and comply with government regulations (CPSC, ASTM, ADAAG) applicable to public playgrounds, it is not feasible to provide online ordering. To date, governmental and educational customers have not expressed any interest in purchasing our products and/or services in this manner.

Table 8: Value-Added Attributes

Line Item	Question	Response *
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Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Landscape Structures offers many education and training sessions free of charge. "Playground Safety and Maintenance – Keeping Your Playground Safe and Compliant" is one of the topics provided in our Learning Academy program. Other topics offered are: Designing Natural Play Environments; Inclusive Play; Designing Fitness-Focused Playgrounds. The Landscape Structures Learning Academy provides opportunities to customers to earn CEUs (Continuing Education Units - Park and Recreation) or PDHs (Professional Development Hours - Landscape Architects) and gain valuable information they can use in their everyday work. Landscape Structures is an Authorized Provider by the International Association for Continuing Education and Training (IACET). In obtaining this approval, Landscape Structures has demonstrated that it complies with the ANSI/IACET Standards, which are widely recognized as standards of good practice internationally. As a result of our Authorized Provider status, Landscape Structures is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET Standards. IACET is the organization NRPA uses for accreditation. All trainings provided are optional. The trainings are a regular practice at Landscape Structures and available to all Sourcewell members, either in person or online. See attached Learning Academy brochure for more information on courses offered or visit our website at https://www.playlsi.com/en/playground-planning-tools/education/continuing-education-seminars/
37	Describe any technological advances that your proposed products or services offer.	Landscape Structures invests heavily in the latest equipment and training to ensure the highest quality play equipment is provided to our customers. Our product development team of 25 professionals is the largest among U.S. based playground manufacturers. Our annual spend on technology exceeds \$4.5M. We implement the latest technology in our manufacturing processes in order for us to improve our service levels and expand our product offering. One example is DigiFuse® technology, which provides vivid, full-color, photo-realistic graphics to create one-of-a-kind playground designs. Images are fused onto metal panels using a proprietary process to create engaging graphical elements for the optimal combination of beauty, durability and play value. We continue to invest in new capabilities that enhance our innovation and allow us to lead the market. To see more of our capabilities, see attached brochures: DigiFuse Inspirations, Concrete Solutions and Custom Playgrounds.
38	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Landscape Structures has a long-standing history of environmental awareness. Through our more than 75,000 playgrounds worldwide, we've helped create healthy kids and a sustainable world. Long before it was fashionable, Landscape Structures built a culture of sustainability, designing products that keep kids active, while going far beyond what was required to protect the environment during manufacturing processes. In fact, we began putting formal environmental processes in place more than 20 years ago, and Landscape Structures received its certification to the ISO 14001 environmental standard more than a decade ago. We are the first playground manufacturer in North America to receive that certification of environmental responsibility. Landscape Structures has been recognized as a Minnesota Waste Wise Leader for its outstanding waste reduction and recycling efforts. We partner with American Forests to plant trees to offset the carbon produced during the manufacturing of every play structure we sell, supporting the planting of more than 350,000 trees since 2010. In 2008, we received the Tekne Green Award for our commitment to sustainability. Landscape Structures believes in and practices building environmentally preferable playground products through one-playground flow manufacturing. "The foremost environmental protection is to design and produce products that last and perform for a very long time." -Steve King, Cofounder and Chairman, Landscape Structures Design • Each person involved in the design and production of our play structures is an owner of the company, and quality and environmental stewardship are integral parts of our culture • Evos® playsystem: No PVC and provides a 30 percent smaller carbon footprint than traditional play structures • Weevos® playsystem: Offers a 17 percent smaller carbon footprint and is 100 percent recyclable at the end of its life. • Recycled Permalene® panels offer post-consumer recycled content of 73 percent. Manufacturing • Green Boards track the environmental aspects and impacts of each stage of production and document improvements made to reduce these impacts • Steel and aluminum arrive cut to length to eliminate waste • High-efficiency light fixtures reduce energy use • Recapture and use heat energy from curing oven • Industry-leading recycling rates for all manufacturing waste Packaging • Individualized, custom installation documents – no wasted pages • Automated wrapping to reduce waste • Most packaging materials are recyclable and are provided with recycling instructions Transportation • Whenever possible, playground equipment shipments are pooled to conserve the use of fossil fuels and limit the production of greenhouse gases

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39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	NA - Landscape Structures does not currently have any third-party eco-labels or certifications in this category.	*
40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Landscape Structures is neither a woman-owned business nor a certified small business entity. We do utilize several woman-owned, minority-owned and/or small businesses through our supplier network, sales distribution channel and subcontractors. Our 100% ESOP owned company by definition cannot qualify for certification as a WMBE.	*
41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	We are particularly proud of our continuous improvement culture at Landscape Structures. This way of doing business measures the quality of our equipment and our total customer experience. "Cool Journey", our formal continuous improvement program, started in the Fall of 1999 and has dramatically improved our lead times, efficiencies and organizational effectiveness. Even though our standard lead time is two (2) weeks on standard products, our "lean" manufacturing practices and one order flow enables us to consistently manufacture an entire order within two days. The two-week lead time is set so that demand on production can be spread out or smoothed. Through our Kaizen events and daily improvement efforts, we have tackled thousands of issues throughout the company; from significantly improving paint line changeover times to decreasing the cost of our annual catalog. In all opportunities, the cross-functional thought and talent of our empowered employee-owners have found innovative solutions to help us run better, faster and smarter. Here is a sample of the improvements we have made that result in providing our customers with a premier experience: • Manufacturing lead-time has been reduced from 40 days to 2 days. • Most replacement parts are shipped out within two business days. We have provided replacement parts on product that was installed in the late 1970s. Promptly responding to replacement part requests reduces the amount of time children can't play on the equipment and significantly reduces the chances of a child getting injured. We have maintained on-time, clean deliveries to our customers over 99.4% of the time for nine years running. No other play equipment manufacturer in the world does this. • If a customer contacts us with a challenge, we document it, trend it and drill down to the source to make sure it does not happen again. • Safety – Kaizen activity has focused on safety and ergonomics since the start of 2009. During one event alone we implemented over 50 improvements! There are many things that distinguish Landscape Structures from our competitors: manufacturing excellence, the highest quality product, and product innovation are a few. Our biggest value to our customers is the total cost of ownership: our product is built to last. We have an unparalleled commitment to Inclusive Play and lead the industry with the movement to create the best play spaces for children of all abilities. We partner with experts and organizations that help us respond to societal issues. Topics such as fighting childhood obesity, bringing nature inspired play opportunities to children, creating multigenerational recreation areas, promoting intense engagement on the playground, exercising the mind and body through innovative play are just a few of the areas we take very seriously. We have capabilities like no other manufacturer to provide custom solutions to playground projects, an emerging trend in our industry. As an ESOP organization, the biggest differentiation Landscape Structures has is our people – a culture of ownership, pride, and continuous improvement.	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
42	Do your warranties cover all products, parts, and labor?	Product warranties do not cover labor. If purchased through Landscape Structures, installation will be warranted for one year. See attached manufacturer warranties.	*
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	No, Landscape Structures warranties do not impose usage restrictions.	*
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	No. Due to the variables impacting travel time and mileage there is no feasible way to calculate these factors to cover all potential situations. Landscape Structures has playground equipment in both highly populated areas as well as very remote locations.	*
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Although a certified technician/installer is not required to replace/install warranty parts on Landscape Structures playground equipment, it is highly recommended. We have a network of certified installers available in all areas of the continental U.S., Alaska and Hawaii. Sourcewell members should contact their local sales representative for assistance with service for warranty repair.	*
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Warranty issues for items made by other manufacturers would be passed on to the applicable equipment manufacturer. However, the bottom line is if the other manufacturer(s) does not support their warranty, Landscape Structures will work with the customer to make it right.	*
47	What are your proposed exchange and return programs and policies?	As an indication of our commitment to customers, Landscape Structures will accept returns of new structures and/or new equipment purchased within 60 days of the original invoice date. Advance notification is necessary to ensure proper credit. Parts not included in this return policy are custom parts (including PlayShaper® posts), as well as used or damaged parts. A 20 percent restock fee plus all return freight charges will apply to all product returns.	*
48	Describe any service contract options for the items included in your proposal.	Maintenance contracts are offered through some of our sales organizations.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
49	What are your payment terms (e.g., net 10, net 30)?	Standard payment terms are net 30 days from invoice date.	*
50	Describe any leasing or financing options available for use by educational or governmental entities.	Landscape Structures partners with NCL Government Capital (NCL) to offer Sourcewell members a complete suite of finance solutions. NCL is a current Sourcewell financing contract holder (#011620-NCL) and is an industry expert in municipal financing solutions. NCL will offer leasing terms from 12-120 months on transactions from \$5,000 and up. Traditional leasing and financing programs will be offered along with programs specifically designed for schools and governmental entities including Tax-Exempt Municipal Leases and a Purchase Order Only program. There is no ownership, common ownership, or control between Landscape Structures and NCL or any other leasing company. In addition, Landscape Structures is not incented financially to use NCL or any other leasing company.	*
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell participating entities' purchase orders.	As we have been doing since April 2017, if awarded, all Sourcewell contract orders will be made directly between the customer and Landscape Structures with service provided through our sales network. Orders will be submitted to the corporate office. Once entered and processed, the customer will receive an order acknowledgement listing all the equipment and/or services they are purchasing along with the scheduled ship date of the order. This allows for internal auditing of each purchase order against the requirements of the contract and insures accurate quarterly reporting.	*
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes, P-cards are accepted up to \$3,000 at time of order with no additional cost to the customer.	*

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *
53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Landscape Structures strives to provide a fair and easily understood pricing model. Therefore, we are proposing a single discount percentage off list price (with a volume discount) on our park and playground equipment and a single discount percentage off list price for our Aquatix product line. Aquatix Mechanicals and Design Services and all ancillary products and services are priced on a guaranteed not to exceed model. A complete price list showing list price is attached. Price list includes unique model numbers for all products offered. Since its inception, Landscape Structures goal has been to provide the highest quality and innovative products and services at a fair price while providing exceptional value. Even though value is defined differently by each customer, Landscape Structures strives to attract and retain customers that define it with characteristics such as durability, great service, working with a manufacturer that “does the right thing” irrespective of the wording of the warranty, values relationships and gives back to the community. Throughout its history, Landscape Structures has NEVER had a “sale”. Unlike many other manufacturers, we don’t inventory finished product so “excess inventory” does not drive our spring or fall pricing. We do not offer “Grant” programs that are merely disguised discounts. We do not utilize a retail pricing model whereby the product is priced above market and offered at a significant “discount” to entice potential buyers to act so they can take advantage of the limited time “discount”. Our contract discounts are not intended to be recovered through higher markups on freight, installation or other products and services. When we became frustrated with competitors offering a “lifetime” warranty that included small print restrictions essentially reducing the warranty period to a few years, Landscape Structures began offering a warranty defined in years. The 100-year warranty on certain items seen today originated from this clarification.
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Landscape Structures is proposing a six (6) percent discount off list price on Landscape Structures play and shade equipment. We are proposing a five (5) percent discount off list price on Aquatix® by Landscape Structures products. Mechanical and Design Services provided by Aquatix are priced on a line item basis.
55	Describe any quantity or volume discounts or rebate programs that you offer.	An additional two (2) percent discount off list price on Landscape Structures play and shade equipment is offered for orders exceeding \$80,000 in equipment (total discount of eight (8) percent). No additional discounts are offered for Aquatix. Volume rebate programs will be considered on a case-by-case basis with the Sourcewell member. Landscape Structures would extend that same volume discount program to all Sourcewell members, provided the same or similar volume commitment is given.
56	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	Landscape Structures local sales representatives work closely with individual customers to determine their unique playground project needs. Once the needs are identified, the sales representative works with local suppliers to propose applicable sourced products/equipment and services to provide a turn-key project. Installation services offered through our certified installer network is provided on a “not to exceed” percentage of list price of Landscape Structures equipment on a state-by-state basis. Sourced product/equipment and related services will be quoted on a cost-plus basis not to exceed a 25% margin. Landscape Structures custom products are quoted on a per project basis and receive the same discount applied to our standard equipment. Landscape Structures PebbleFlex® and AquaFlex® surfacing systems are quoted on a per project basis.

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Bonding is not included in pricing. If bonding is required, the cost is 3% of the purchase order total payable to Landscape Structures. Also excluded are installation services, site preparation, unloading of equipment upon delivery, safety audits and inspections. All of these services can be contracted through Landscape Structures and they will be provided by qualified independent, third party vendors/contractors.	*
58	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	To best serve our customers and provide them the best price for shipping, Landscape Structures provides freight FOB Destination, Pre-paid and Added. Freight is calculated on the entire order (not per component) and quoted based on negotiated shipping rates. Custom freight quotes are requested on orders which contain over-sized components that have been identified by our shipping department Once Landscape Structures receives an order, the product is entered in the computerized scheduling system. Based on the product ordered, a ship date is scheduled. Every order generates a Sales Order Acknowledgement detailing to the customer what they ordered. The Scheduled Ship Date is included on this acknowledgement, which is mailed and/or emailed directly to the customer. If there are any conflicts with the shipping schedule, the customer works with their local sales representative to coordinate any adjustments. Landscape Structures has a 99.8 percent on-time shipping rate. In the event there is a delay in shipment, the local sales representative is notified. They in turn notify the customer to work out a satisfactory solution for the customer. Possible options include but are not limited to splitting the delayed items into a separate shipment at no charge to the customer; shipping the entire order at a later date agreed upon by the customer and possibly expediting the shipment to meet the customer's requirements.	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Shipping, delivery, exchange and return programs for Alaska, Hawaii and other offshore orders are treated in the same manner as orders shipping to the continental United States with the exception of ocean freight. On ocean freight shipments, the maintenance kit, which contains touch-up paint cannot be shipped with the product, so it is shipped via air freight.	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Landscape Structures prides itself on how it packages its products. We go to great lengths to ensure the product is delivered to the site undamaged. Landscape Structures will work with individual customers to accommodate any special shipping requirements. Individually marked hardware packets create efficiency for installation and accuracy of contents.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
61	b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	All Sourcewell customer orders will be directly invoiced by Landscape Structures. As orders are received and submitted into our order processing system, they will be flagged as Sourcewell contract orders. A daily report is generated alerting our Contract Administrator of all contract orders keyed the previous day. This contract coding is also the basis for all quarterly reporting and administrative fee payments. All discounts on orders require a discount code which provides another checkpoint to ensure the order has received pricing in compliance with the contract. The Sourcewell discount code will be keyed on the order alerting our accounting personnel to verify the order has received the proper pricing. All order keyers and accounting personnel are trained to review orders for contract compliance. Landscape Structures shares the responsibility for the contract discount with the local sales representative. If they fail to submit the order correctly, they do not receive Landscape Structures' share of the discount and must cover the entire amount themselves. This provides a monetary incentive for the sales representative to submit the order with the correct contract information. As an approved supplier on the Sourcewell contract for the past 3-½ years, we are unaware of any instances of non-compliance with the contract. We have incorporated the necessary controls to ensure compliance.
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Landscape Structures is respectfully proposing consideration of a 1.5% administrative fee on the net sales price of all products and services (excluding freight, bonding fees and taxes). Even though we believe the current 2% fee is not a major deterrent, internally marketing the lower fee to our sales channel will make the Sourcewell contract that much more attractive for them to promote over other contracts in our portfolio.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Landscape Structures is offering a turn-key solution to the marketplace need for playground and recreation-related equipment, accessories and supplies. Landscape Structures offers a full product suite that includes standard and custom playground equipment, freestanding play, shade, surfacing, sports & fitness equipment, site furnishings and splashpads. Turnkey services are offered to include design and site consultation, installation and site construction services. To complement and enhance park and playground projects, we can provide turn-key solutions through our partnerships to include, but are not limited to, installation, site work (i.e., grading, concrete walkways, landscaping, drainage solutions), shelters, site amenities, waterplay, and independent safety audits. These are sourced products and services.
65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Playgrounds Recreation Shade Playground surfacing Outdoor exercise equipment Site amenities or furnishings such as picnic tables, benches and trash receptacles Aquatic solutions and splash pads

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
66	Playground equipment, site furnishings, site amenities, and accessories.	☒ Yes ☐ No	Landscape Structures' products include playground equipment for all ages and abilities. Children ages 6 to 23 months are gaining strength, stability and motor skills, along with a host of other physical and cognitive skills. At ages 2 to 5, children are developing physical play and are thinking more creatively. We have many playground designs that offer age-appropriate play to test their motor skills, strength, agility and more. Equipment includes Weevos®, arches with no prescribed entry points; PlayShaper®, playgrounds scaled for preschoolers and PlaySense® and Smart Play®, preconfigured toddler playgrounds Our PlayShaper®, Smart Play®, Weevos®, PlaySense® and Smart Play® playsystems support physical and cognitive development by following standard learning curricula for infants, toddlers and preschoolers. They're also designed to meet the unique safety needs of these age groups Kids ages 5 to 12 need physical and mental challenges while they play. Our commercial playground equipment for 5- to 12-year-olds help them develop balance, coordination, muscle endurance, problem-solving skills, social skills and much more. Equipment includes Evos®, gyroscopic-shaped playground equipment; PlayBooster®, our gold standard in playground design, and PlaySense® and Smart Play®, preconfigured playgrounds Kids 13+ love to stay active through play. We offer a wide variety of playground activities that meet the needs of this group to keep them engaged and challenged. From challenging net climbers to outdoor fitness products, you'll find choices that this hard-to-please age group will love. Site Amenities and Furnishings include shade structures, picnic tables, benches, trash receptacles and more—all designed to coordinate with your playground. Choose from our, Nature-Inspired Collection, Vivid Collection and more. The right pieces will create a clean, safe and welcoming spot for the whole community.

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

67	Water play and aquatic recreational structures and equipment.	☒ Yes ☐ No	With nearly 35 years of water experience, Aquatix (formerly Aquatic Recreation Company) is a leader in water feature, splash park, and spray park design, fabrication and construction. Pioneering integrated recirculation systems, the company provides a sustainable solution that empowers hours of innovative activity without water consumption limits, and the only manufacturer to offer a completely UL Listed system. By joining forces with leading playground equipment manufacturer Landscape Structures, Aquatix applies the ground-breaking design and innovation they are known for to the creation of imaginative new water experiences. Both Aquatix and Landscape Structures lead the way in forward thinking design, leadership in the industry, and all-around play knowledge. Designed and engineered in-house, Aquatix focuses on creating interactive water park and splash pad products that encourage kids to experience water in novel ways. From aim-and-sprays to dumping buckets, ground sprays and much more, our water products provide an inclusive, sensory-rich play experience in water for children of all ages and abilities. Aquatix products meet or exceed ADA standards of accessibility for inclusive water play. Recycled materials and earth conscious manufacturing practices make Aquatix a leader in sustainability in aqua play products. Even more, Aquatix offers versatility by being a water play design and engineering company that uses stainless steel, fiberglass, and GFRC materials.
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Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

68	Playground surfacing and fall protection, and water play and aquatic recreational surfacing.	☒ Yes ☐ No	Landscape Structures surfacing options include PebbleFlex® 2.0, a Landscape Structures product provided by Surface America, which combines the benefits of design, technology and safety into one revolutionary, high-performance breakthrough surfacing solution and AquaFlex® Porous Water Play and Pool Surfacing - Surfacing Solutions for Outdoor Water Play Areas. AquaFlex® Porous, a Landscape Structures product provided by Surface America, is the most common application for outdoor water play environments, such as municipal water play areas, splash pads and pool decks, as it allows water to penetrate through the surface. Even more, it helps evacuate water off the surface to allow for better traction. Landscape Structures combines the benefits of design, technology and safety into a revolutionary, high-performance breakthrough surfacing solution. AquaFlex® is the best surfacing option for your water play and pool deck needs.	*
69	Services related to the solutions above.	☒ Yes ☐ No	Landscape Structures, and our local sales channel, partners with manufacturer-certified playground installers and local contractors to provide installation services and other site work related to your playground project to provide turn-key solutions. These relationships mean the customer receives the benefit of best pricing available.	*

Table 15: Industry Specific Questions

Line Item	Question	Response *
70	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Landscape Structures' sales leadership team uses Power BI to obtain current information on contract usage. The finance team also provides quarterly and annual contract usage reports to the executive and sales leadership teams. All contract sales are coded for easy data retrieval. Reporting shows how the contract is doing against company sales by month, quarter and against previous years. It provides sales data segmented geographically and by sales organization. In addition, it provides a comprehensive list of sales by order size and repeat customers. This reporting allows us to see where the contract is strongest and areas across the country that our sales leadership team can focus on to increase usage of the Sourcewell contract.
71	Describe how your offering addresses the needs of user's safety, well-being, and range or level of accessibility?	We believe good design matters. Whether realized or not, design affects our perceptions and experiences. Our environment influences how we engage, learn and develop. A playground is a social space, and every child is different. We design with these differences in mind, in ways that respect and honor each pathway, while offering fun and exciting new challenges. There's nothing better than seeing a child's curiosity rewarded with the joy of discovery. Safety is Our Top Priority. Kids are always finding new and inventive—but not necessarily safe—ways to play on or around playground equipment. And while they may scrape an elbow or bruise a shin, it's important to take steps to eliminate the risk of more serious mishaps. We make playground safety a top priority at Landscape Structures, and we'll help keep kids safe with our age-appropriate products, safety surfacing and shade systems. We certify our products comply with standards to help keep your kids safe while they play.

Landscape Structures has been actively involved with ASTM International (formerly American Society for Testing and Materials) in the development and on-going updates to ASTM F1487 (Standard Consumer Safety Performance Specification for Playground Equipment for Public Use) for the design, manufacture, installation and maintenance of public playground equipment. We are also a charter member of the International Play Equipment Manufacturers Association (IPEMA).

All standard products covered under the scope of the Standard in our 2020 (and upcoming 2021) Playground Catalog have been tested and certified to be in compliance with the requirements of the ASTM F1487-17 Safety Standard, except where noted. Our facilities, procedures and test results have been validated by an independent testing laboratory according to procedures set forth by the IPEMA. To verify product certification, visit www.ipema.org.

It is our opinion we also conform to the U.S. Consumer Products Safety Commission's (CPSC) Handbook for Public Playground Safety published in 2010, with the exception of Rhapsody Outdoor Musical Instruments. Most of our playstructures are also designed to be in compliance with the 2010 ADA Standard for Accessible Design.

The company has had continuous certification to the quality standard, ISO 9001, since 1996 and to the environmental standard, ISO 14001, since 1998. The pursuit of ISO certification helped Landscape Structures establish its quality management systems and establish the infrastructure for continued growth.

Landscape Structures received our ISO 9001 certification in 1996 and were the first U.S. commercial playground equipment manufacturer to achieve this standard. In 1998, we were certified to ISO 14001 as the first U.S. playground equipment manufacturer and seventh company in the state of Minnesota to achieve the highest standard for conservation and recycling process. We comply with the latest versions of both the 9001 and 14001 standards for both our play and shade divisions.

What this means is that you can purchase park and playground equipment from us with confidence because we have processes in place to manufacture a quality product while being conscious of how we are impacting the environment.

We offer a playground safety program to help teach elementary school students the importance of safe play. The program, featuring the Super Safety Team, Guardians of the Playground, contains practical tools for schools.

In addition, Landscape Structures has developed and made available Continuing Education Sessions approved by both the International Association for Continuous Education and Training (IACET) and the Landscape Architecture Continuing Education System™ (LA CES). Sessions related to safety include the following:

- Maintaining Safe Play Environments
- Play it Cool: Have Fun in the Sun with Shade
- Designing a Safe Spray Park

Inclusive Play Allows Children of All Abilities to Grow Together. We believe all kids are created equal. That's why we create play environments using inclusive playground equipment that welcome kids and families of all abilities to learn, play and grow together.

Inclusive Play Design Philosophy: Our inclusive playground designs promote A Higher Level of Inclusive Play® by addressing accessibility, age and developmental appropriateness and sensory-stimulating activity.

Our team of designers follows the Seven Principles of Universal Design to create a playground that best fits the needs of those in your community:

1. Equitable Use. The design is useful to people with diverse abilities.
2. Flexibility in Use. The design accommodates a wide range of individual preferences and abilities.
3. Simple and Intuitive Use. Use of the design is easy to understand regardless of the user's experience, knowledge, language skills or current concentration level.
4. Perceptible Information. The design communicates necessary information effectively to the user regardless of ambient conditions or the user's sensory abilities.
5. Tolerance for Error. The design minimizes hazards and the adverse consequences of accidental or unintended actions.
6. Low Physical Effort. The design can be used efficiently and comfortably.
7. Size and Space for Approach and Use. Appropriate size and space are provided for approach, reach, manipulation and use regardless of user's body size, posture or mobility.

Universal Design is a framework for the design of environments, products, buildings, ideas and more with the express goal that they be usable by the widest range of abilities. This framework influences our Inclusive Play Design Philosophy to ultimately increase access, safety, comfort and social participation within our play environments.

		To help achieve our goals, Landscape Structures works with the following partners because we believe in what they are doing to create equity through play. Giving all children the opportunity to play together teaches them about their differences and their commonalities, thus eliminating bias. • Sensory Processing Disorder (SPD) Foundation and STAR Center • Inclusion Matters® by Shane's Inspiration • The Miracle League® To learn more about our Inclusive Play Partners, visit our website at https://www.playlsi.com/en/playground-design-ideas/inclusive-play/partnerships/
72	Describe how your offering addresses the user's desire to customize the offering (e.g. themes, etc.).	Landscape Structures' Design Philosophy: Creating Space for Future Leaders We believe Design Matters. Play Matters More.® For us, design refers to what a play structure looks like as much as it does to the play value built into it. We simply cannot design one without the other. And for one good reason: Play value is what creates return visitors. That's why Landscape Structures designs play environments to be newly fresh and exciting upon every visit. Children enjoy a hive of activity that sparks the imagination, facilitates discovery and lends itself to new adventure. Integrated play opportunities ensure that there are always multiple options for a child's next move. Inclusive play spaces encourage children of all abilities to play alongside one another. And so we ask ourselves: Is it extremely fun? Once a playground has captured a child's attention, does it hold their attention better than a video game? Does it cause them to return on a regular basis? Do they bypass other playgrounds to get to it? Does it imprint itself upon their memory and become part of their childhood story? When those answers are yes, a destination playground has become a legend. By design. A Customized Experience – No company has more design talent, material options, advanced manufacturing capabilities or can provide more guidance to bring a unique destination to life. We learn about goals and vision, and work collaboratively to make it real. Whether a distinctive landscape, historical homage, custom fantasy or abstract wonderland, our design inspiration can jumpstart imagination. We strive to build something iconic together that will engage communities for decades. Landscape Structures has a long history of innovation and custom offerings. With our concrete operations, shade/heavy play capabilities as well as our basic manufacturing operations we have the ability to design and build almost anything our customers can imagine. We have a dedicated team of Custom Engineers and Custom Designers whose dedicated purpose is to design what the customer has envisioned. Whether the request is something as simple as adding a school logo or school colors to the play structure, creating a unique signage or as comprehensive as creating a completely unique themed playground we have the staff in place to make dreams come true.

73	Identify any certification(s) that your business or the products included in your proposal have attained or received.	ISO: Landscape Structures is certified to the latest versions of both the 9001 and 14001 standards for both our play and shade divisions: • ISO 9001:2015 standard has a process-oriented structure, is customer focused and emphasizes continuous improvement in quality • ISO 14001:2015 standard drives us toward operating in a manner that is environmentally conscious AISC - Certified Fabricator: Our SkyWays® shade products are certified to the American Institute of Steel Construction (AISC), which demonstrates our commitment to building in quality from the beginning. By complying with the rigorous standards established by the most recognized national quality certification program for the structural steel industry, you can feel confident about the superior quality of our shade products. The Consumer Product Safety Commission (CPSC) is a governmental organization that provides technical safety guidelines for designing, constructing, operating and maintaining public playgrounds. It is our opinion we conform to the U.S. Consumer Products Safety Commission's (CPSC) Handbook for Public Playground Safety published in 2010 with noted exceptions. Additionally, we meet or exceed the CPSC's Consumer Products Safety Improvement Act (CPSIA) of 2008. The CPSIA specifies safe limits on the maximum allowable amount of lead in paints, coatings and other materials used on children's products, and sets limits on certain heavy metals and six different phthalates (plasticizers used to make vinyl and other plastics soft and flexible) used in certain toys and childcare products. CSA Group: Nearly all of our playground and park equipment is certified to meet CAN/CSA-Z614-07, the Children's Playspaces and Equipment Standard, through IPEMA. IACET: We are approved as an Authorized Provider of continuing education and training by the International Association for Continuing Education and Training (IACET). IPEMA: We're proud to be a founding member of the International Play Equipment Manufacturers Association (IPEMA™), a member-driven international trade organization that represents and promotes an open market for manufacturers of play equipment. In the interest of public safety, IPEMA provides third-party Product Certification services for U.S. and Canadian public play equipment and U.S. public play surfacing materials. The services, administered by TÜV SÜD America, validate our certification of conformance to the standards referenced below. • ASTM F1487-11, excluding sections 7.1.1, 10 and 12.6.1 - Standard Consumer Safety Performance Specification for Playground Equipment for Public use • CAN/CSA-Z614-07 excluding clauses 9.8, 10, and 11 - Children's Playspaces and Equipment Most of our playstructures are also designed to comply with the 2010 ADA Standard for Accessible Design.
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Table 16: Exceptions to Terms, Conditions, or Specifications Form

Line Item 74. NOTICE: To identify any exception, or to request any modification, to the Sourcwell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcwell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification
		NO EXCEPTIONS REQUESTED

Attachment: sourcwell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

Proposer's Affidavit**PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE**

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 - a. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 - b. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 - c. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Elaine Harkess, Contract Administrator, Landscape Structures Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum 6_Playground_Water_Play_Equipment_RFP_010521 Tue December 22 2020 03:29 PM	☒	1
Addendum 5_Playground_Water_Play_Equipment_RFP_010521 Fri December 18 2020 04:15 PM	☒	1
Addendum 4_Playground_Water_Play_Equipment_RFP_010521 Mon December 7 2020 07:55 AM	☒	1
Addendum 3_Playground_Water_Play_Equipment_RFP_010521 Thu November 19 2020 08:52 AM	☒	1
Addendum 2_Playground_Water_Play_Equipment_RFP_010521 Fri November 13 2020 09:09 AM	☒	2
Addendum 1_Playground_Water_Play_Equipment_RFP_010521 Thu November 12 2020 10:53 AM	☒	2

Attachment: sourcewell (4019 : Upgrades to Park Equipment in Willowbank and East Bay Park)



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

RESOLUTION

DOC ID: 4016

Council Meeting Date:	18 January 2024
Department:	Administration
Issue Under Consideration:	Motion to approve a resolution to adopt the City of Georgetown's strategic priority goals for Fiscal Year 2024-2025.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	N/A
Options:	Approve/Deny
Staff Recommendations:	Approve

Reviews:

Scott Whittier Completed 01/08/2024 8:36 AM
 City Attorney Completed 01/08/2024 10:35 AM
 Scott Whittier Completed 01/08/2024 2:29 PM
 Stephanie Buccione Completed 01/09/2024 6:35 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 Strategic Goals for FY 2025 (PDF)

**MOTION TO APPROVE A RESOLUTION TO ADOPT THE CITY OF GEORGETOWN'S
STRATEGIC PRIORITY GOALS FOR FISCAL YEAR 2024-2025.**

RESOLUTION

A RESOLUTION TO ADOPT THE CITY OF GEORGETOWN'S STRATEGIC PRIORITY GOALS FOR FISCAL YEAR 2024-2025

WHEREAS, the Mayor and Council of the City of Georgetown, South Carolina, recognize the value of prioritizing its strategic goals in order to articulate a shared vision for future actions to be taken by Council, and to ensure the most efficient and effective use of limited public resources; and

WHEREAS, on October 26, 2023, the Mayor and Council of the City of Georgetown held a Goal Setting Session facilitated by Charlie Barrineau of the Municipal Association of South Carolina to identify and rank the city's strategic priorities for 2024-2025; and

WHEREAS, the Mayor and Council of the City of Georgetown believe it is proper to formalize the results of the planning session by adopting its Strategic Priority Goals for 2024-2025;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council for the City of Georgetown hereby adopts the "Strategic Priority Goals for Fiscal Year 2024-2025," attached hereto as Exhibit A and incorporated by reference as if set forth fully herein; and

BE IT FURTHER RESOLVED, that the items contained within the attached "Strategic Priority Goals for Fiscal Year 2024-2025" shall be considered a guide for future actions to be undertaken by the Mayor and Council in the furtherance of the city's strategic goals and objectives; and

BE IT FURTHER RESOLVED, that the City Administrator is hereby directed to post the "Strategic Priority Goals for 2024-2025" on the city's website, disseminate the Strategic Priority Goals as the Administrator deems appropriate and to make copies of the same available to the public upon request.

Passed and approved this _____ day of _____, 202____.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

Date: _____

Approved as to Form:

Elise F. Crosby, City Attorney

Attachment: Strategic Goals for FY 2025 (4016 : Resolution for Priority Goals for FY 2025)

Georgetown City Council – 2023 Goal Setting Session

Exhibit A

Friday, October 26, 2023 9 AM

City of Georgetown Fire Station #2 (2900 S Fraser Street)

Attendees:

Mayor Carol Jayroe	Dr. Sandra Yúdice, City Administrator	Isaac Williams, Fleet Services
Councilmember Jim Clements	Scott Whittier, Deputy City Administrator	Charlie Cribb, Fire Chief
Councilmember Jonathan Angner	Stephanie Buccione, City Clerk	Orlando Arteaga, City Engineer
Councilmember Hobson Milton	Cindy Thompson, PIO	Chris Mullis, Water Utility Manager
Councilmember Clarence Smalls	William Pierce, Police Chief	Nick Ard, Information Technology
Councilmember Tamika Williams-Obeng	Eliza Jagger, Assistant Finance Director	Charlie Barrineau, MASC Field Services Manager (facilitator)
	Ryan Call, Building Official	

Strategic Priority Goals for Fiscal Year 2024-2025

Must Do Goals

Priority Score	Goal: New City Hall	Assigned To
1	• Redevelopment of former Liberty Steel Corporate Office	Arteaga/ Whittier
	• Engage third party building/project	
	• Develop timeline	
	• Start renovation	

Priority Score	Goal: External Communication Strategy	Assigned To
2	• Continue evaluating City's communication methods to the public. • Web, social media, new digital public works sign, email signup	Thompson/ Whittier
	• Consider implementation of citizen leadership academy	

Georgetown City Council – 2023 Goal Setting Session

Exhibit A

Priority Score	Goal: City's Fiscal Health	Assigned To
3	Assess City's fund reserve policy and current reserve balance(s)	Vermeland/ Whittier

Should Do Goals

Priority Score	Goal: Affordable Housing	Assigned To
4	Develop partnership with Georgetown County and other regional stakeholders	City Council/ Whittier/ Gaytan/ Vermeland
	Increase attainable housing levels	
	Assess impact of short-term rentals	
	Solicit/meet with developers that may assist	
	Assess Act #0057 for use of accommodation tax dollars	

Priority Score ¹	Goal: Removal of Dilapidated Housing	Assigned To
5	Continue with code enforcement	Call/ Whittier
	Seek grant funding and other resources	

Priority Score ¹	Goal: Permanent Public Restroom Facilities	Assigned To
5	Evaluate parks for need of public restrooms	Simmons/ Arteaga
	Budget and implement construction of public restrooms	

¹ These goals' (Removal of Dilapidated Housing and Permanent Public Restroom Facilities) priority score were tied.

Georgetown City Council – 2023 Goal Setting Session

Exhibit A

Priority Score ²	Goal: Provide Same Level of Services for All Citizens	Assigned To
6	Enforce ordinance equally	All departments

Priority Score ²	Goal: Focus on Civility	Assigned To
6	Conduct workshop on civility	City Council/ Whittier

Could Do Goals

Priority Score	Goal: Joint Meeting with County Council	Assigned To
7	Schedule gathering of the two elected bodies to work together on common issues (City and County Councils)	Buccione/ Thompson

Priority Score ³	Goal: Roads Improvement	Assigned To
8	Seek more paving dollars	Simmons/ Arteaga/ Mullis
	Address drainage concerns	
	Implement pavement management recommended five-year work plan developed by Terracon	

² These goals' (Provide Same Level of Services for All Citizens and Focus on Civility) priority score were tied.

³ These goals' (Roads Improvement, Short-Term Rental and Homeless, Substance Abuse and Mental Needs) priority score were tied.

Georgetown City Council – 2023 Goal Setting Session

Exhibit A

Priority Score ³	Goal: Short-Term Rental	Assigned To
8	Evaluate impact	Gaytan/ Vermeland/ Cribb
	Update zoning ordinance	
	Develop process to notify all City department needing knowledge of short-term rental locations	

Priority Score ³	Goal: Homeless, Substance Abuse and Mental Needs	Assigned To
8	Partnership with other stakeholders such as Georgetown County and other regional stakeholders	City Council/ Cribb/ Pierce/ Whittier
	Develop plan to address issue	

Priority Score	Goal: Assess/improve sand bagging process	Assigned To
9	Develop joint effort with Georgetown County	Simmons
	Evaluate options for sandbag disbursements	

Honorable Mention (no particular order)

Priority Score	Goals	Assigned To
N/A	Provide Workforce Sensitivity Training for All Staff	Hamilton
	Create Citizens Leadership Academy	Thompson/ Whittier

³ These goals' (Roads Improvement, Short-Term Rental and Homeless, Substance Abuse and Mental Needs) priority score were tied.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4007)**

Meeting: 01/18/24 05:30 PM

Department: Electric

Category: Report

Prepared By: Scott Whittier

Initiator: Ryan Courtemanche

Sponsors:

DOC ID: 4007

Electric Department Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SCOTT WHITTIER

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

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

January 8, 2024

The following is a summary of major activities in the Electric Utility Department for December 2023:

Peak shaving was successful for the month of December. The coincidental electrical peak load, with Santee Cooper, was correctly projected and the generation plant operated both units during those hours. The electric peak load occurred on December 21, 2023, at 8am. There had been a mechanical issue with the battery charger for unit 1 that was corrected.

The electric department continued with replacing old poles completed service orders for repair/installation of security lights and installed additional underground utilities in Harbor Club and South Island Plantation.

With the anticipated move to the new municipal complex, staff has started with cleaning out and packing the Church Street electric building.

In an effort to fill vacant positions in the Electric Department, interviews were conducted, offers were made for two positions and the candidates have accepted.

The December safety meeting was held on the 15th with the topic being year-end review.

Other statistics of interest for December:

Electric Department Statistics (FY 2024)													
Description	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Totals
Cut-on – regular	165	163	140	145	141	110							864
Cut-off – regular	104	90	60	107	76	116							553
Cut-off – non-pay	115	244	156	232	212	173							1,132
Non-pay restores	89	121	101	162	100	138							711
Re-read orders	2,006	2,230	2,223	2,837	2,545	2,130							13,971
Miscellaneous order	5	3	3	7	2	1							21
Void orders	1	-											1
Total orders worked	2,483	2,851	2,683	3,490	3,076	2,668	-	-	-	-	-	-	17,251
PUPS locates	107	130	177	181	156	113							864

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4022)**

Meeting: 01/18/24 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 4022

Engineering Department Monthly Report



**City of Georgetown
Engineering Department December 2023 Report**

Date: January 8, 2024

DESIGN

PUBLIC WORKS

1. Cleland Street Parking Lot

- CDBG Grant Award Date: 12/14/2022
- CDBG Grant Amount: \$250,000
- Engineer: Hanna Engineering
- Engineering Fee: \$22,500
- Design Notice to Proceed: April 3, 2023
- Status:
 1. Design is on hold.
 2. We need to resolve the use of adjacent 17-ft. alley due to landscaping buffer requirements.
 3. City attorney is currently working on quit claim acquisition of 17-ft alley for council approval. City attorney will need to provide a letter indicating the status.
 4. A CAB application for a variance of landscape buffer distances within the new parking lot will be necessary after acquisition and council approval.
 5. Dept. of Commerce has been notified that this process may take 3 to 5 months.
 6. No new updates for this month.

2. Gilbert, Hawkins, and Butts Street Sidewalk Extension Program

- Award Date: 12/8/2022
- Award from Rep. Carl Andersen Amount: \$375,000
- Engineer: Cagle Engineering
- Engineering Fee: \$44,900
- Design Notice to Proceed: March 20, 2023
- Design and Permitting: 9 to 10 months.
- Construction: 6 months from NTP
- Status:
 1. Design is 100% complete.
 2. SCDOT permit approval is still pending.
 3. Five construction bids were received on 12/6/23.
 4. Benton Concrete & Utilities, LLC is the low bidder.
 5. City council approved Benton's bid on 12/21/23.



**City of Georgetown
Engineering Department December 2023 Report**

WATER & WASTEWATER

1. Maryville Water Distribution Improvements-Phase I (ARPA)

- Engineer: G3 Engineering & Surveying, LLC
- Notice of Award: 4/11/2023
- Fee: \$62,500.
- Status:
 1. Design is 100% complete.
 2. DHEC-Bureau of Water, OCRM, and CZC permits approved.
 3. SCDOT permit approved.
 4. Plan to solicit bids in January.

2. Sanitary Sewer Line and Manhole Inspections and Repairs-S. Fraser St. (ARPA)

- Engineer: Weston and Sampson Inc.
- Fee: \$100,525
- Engineer Notice of Award: 3/17/2023
- Engineer Notice to Proceed: 5/15/2023.
- Status:
 1. Design is 100% complete.
 2. No DHEC permits are required.
 3. SCDOT permit approved.
 4. Bid documents were released on 11/22/23.
 5. Only one bid was received on 12/22/23.
 6. The bid was extremely high and over the approved budget at \$2,665,703.45!!!
We will need to review the scope and rebid this project.

3. SCDOT Black River Road Widening Project- Water and Sewer Relocations

- Engineer: Rowe
- Design Fee: \$36,100
- Engineering Notice of Award: 3/31/2023
- Status:

Project has been suspended indefinitely.
A meeting has been scheduled with hospital executives for 1/16/24.



**City of Georgetown
Engineering Department December 2023 Report**

4. Raw Water Station Electrical Upgrades (Project # 1607)

- Engineer: Howard Engineering
- Fee: \$68,280
- Engineer Notice to Proceed: 12/5/23.
- Status:
 1. Kickoff meeting held on 12/5/23.
 2. Design work is ongoing.

5. Pump Station #11 and 20-in. Force Main Replacement (Project #1820 and #1821)

- Engineer: WK Dickson
- Fee: \$1,223,000
- SCIIP Grant funded.
- Engineering RFQ: 7/24/2023
- Engineer Notice to Proceed: 11/14/23
- Status:

Pump Station drawdown test performed on 12/5/23.

Design work is ongoing.

CONSTRUCTION

WATER

1. West End District Water Main Upgrades –CDBG Grant

- CDBG grant approved on 6/23/2021.
- Grant Award: \$750,000 (Amended)
- Engineer: In-house
- Contractor: ARC, Inc.
- Notice of Award: 1/23/23
- Notice to Proceed: 3/6/2023.
- Bid amount: \$1,013,380.
- Status:
 1. Work on Emanuel Street is ongoing.
 2. Work was suspended due to the holidays.
 3. Contractor will resume work on 1/10/24.



**City of Georgetown
Engineering Department December 2023 Report**

2. WTP Secondary Sedimentation Basin –EDA Grant

- EDA grant award: 6/7/2022.
- Engineer: WK Dickson
- Contractor: Consensus Construction Inc.
- Contract Amount: \$5,223,180.87
- Status:
 1. Notice of Award: 7/25/23
 2. Contract executed on: 9/1/23.
 3. Pre-Construction Conference held: 9/6/23.
 4. Submittal approvals are ongoing.
 5. Notice to Proceed Date: 1/8/24.

WASTEWATER

1. WWTP Grit Removal System Replacement (#1822)

- Contractor: North American Construction Company
- Bid Award: 10/25/23.
- Bid Amount: \$454,500.
- Status:
 1. Pre-Construction meeting held on 12/19/23.
 2. Equipment vendor will confirm production and delivery dates. Anticipated equipment lead time is 8 to 9 months after submittal approvals.

2. Sewer Pump Station Generators-FEMA Grant

- FEMA grant amount: \$160,665.75
- Contractor: Melton Electric.
- Bid Amount: \$215,862
- Notice of Award: 7/26/2022
- Pre-Construction Meeting: 11/16/22.
- Project Start date: March 2024 (Revised)
- Status Comments:
 1. Contractor has provided a new revised delivery date of March 2024!
 2. No new updates.



**City of Georgetown
Engineering Department December 2023 Report**

STORMWATER

1. Historic District Stormwater System Improvements-EDA Grant

- Engineer: WK. Dickson
- Contractor: Green Wave Contracting, Inc.
- Contract Amount: \$6,251,220.
- Status:
 1. Notice of Award issued on 8/31/23.
 2. Notice to Proceed issued on 10/12/23.
 3. Construction Start Date: 1/10/24.
 4. Contractor will start work on Queen Street.

PUBLIC WORKS

1. Bobby Alford Picnic Pavilion –CDBG Grant

- Architect: Rosenblum Coe
- Contractor: Pyramid Contracting LLC
- Notice of Award: April 11, 2023
- Notice to Proceed: May 30, 2023
- Bid amount: \$887,098
- CO #01: 90,091.80 (Approved)
- Status:
 1. The contractor discovered a 16-in void under the slab.
 2. Structural engineer requested a Geotech report.
 3. Geotechnical exploration proposal in the amount of \$14,250 was approved on 11/13/23.
 4. Geotech report completed on 12/8/23 and submitted to A/E team and grant administrator on 12/13/23.
 5. Structural engineer is currently working on foundation design revisions.
 6. Revised structural plans are anticipated in early January.



**City of Georgetown
Engineering Department December 2023 Report**

CITY HALL BLDG.

- Project Management (PM) consultant: LCK
- Fee: \$155,000
- Status:
 1. Kickoff meeting held on 12/13/23.
 2. PM will secure proposals for asbestos/lead-based paint inspections and roof/envelope survey by early January.
 3. PM has begun work on Design-Build RFQ and will have draft ready for review in early January.

MUNICIPAL COMPLEX (ELECTRIC & PUBLIC WORKS) BLDG.

Status:

1. Architect has prepared interior conceptual plan layout.
2. The conceptual plans were submitted on 12/21/2023.
3. The conceptual plans are currently under city staff review.

SCDOT ENCROACHMENT PERMITS PROCESSED:

- Encroachment permits processed: None.

OTHER ACTIVITIES:

- Performed site inspection at The Georget Hotel.
- Completed selection of pre-qualified engineering consultants for on-call services.
- Attended GIS in-house training.

Prepared by: Orlando Arteaga, P.E., City Engineer

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4015)**

Meeting: 01/18/24 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 4015

Fire Department Monthly Report

The FIRE Report

A monthly report of Fire Department activities to City Council

January
2024



Fire Prevention Bureau

2023

December

Inspections	10
Violations Found	11
Buildings without Violations	6
Buildings Cleared of Violations	0
Violations Corrected	0
Violations Not Corrected	2
3rd Party Inspection Review	1
Assemblies Inspected:	1
Business Inspected:	2
Educational Buildings Inspected:	0
Factories Inspected:	0
Mobile Food Trucks	0
Hazardous Buildings Inspected	0
Institutional Inspected:	0
Mercantile Inspected:	3
Residential Inspected:	4
Storage Buildings Inspected:	0
Construction Meetings:	0
Plans Review:	3
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	9
Citation Issued:	0

Public Education

Programs	2
Participants	39

Suppression Division

A Brief Look at Emergency Responses

December 2023

1. Eight Medical Calls; Two Public Service Calls
2. Four Medical Calls; One Detector Activation
3. Four Medical Calls; One Detector Activation; One Public Service Call
4. Eight Medical Calls; One Public Service Call
5. One Medical Call; One MVA; One Public Service Call
6. Four Medical Calls
7. Five Medical Calls; One Brush Fire; One MVA; One Public Service Call
8. Six Medical Calls; One Detector Activation; One False Alarm; Three Public Service Calls
9. Four Medical Calls; One Public Service Call
10. Nine Medical Calls; One Unauthorized Burn; One Police Matters; One Assist Other Agency; Three Water Issues
11. Nine Medical Calls; One Mutual Aid Call; One Public Service Call
12. Twelve Medical Calls; One Public Service Call
13. Four Medical Calls; Two False Alarms; One Public Service Calls
14. Five Medical Calls; One Detector Activation
15. Eight Medical Calls; One Structure Fire; Two Alarm Activations; One Detector Activation; Four Public Service Calls
16. Four Medical Calls; One Structure Fire; One Public Service Call
17. Ten Medical Calls; One Gas Leak; Fourteen Swift Water Rescues; One Public Service
18. Ten Medical Calls; Two Alarm Activation; One Steam Call; One Gas Leak; Six Public Service Calls
19. Nine Medical Calls; One Alarm Activation; One Detector Action; Two Public Service Calls
20. Four Medical Calls; One False Alarm; One MVA; Four Public Service Calls
21. Fourteen Medical Calls; One Smoke Scare; One Gas Leak; Two Public Service Calls
22. One Structure Fire; One False Alarm; Two Public Service Calls
23. Eight Medical Calls; Two Unauthorized Burns; One Electrical Short; One Public Service Call
24. Four Medical Calls; One MVA; One Public Service Calls
25. Seven Medical Calls; One Structure Fire; One MVA; One Mutual Aid Call
26. Nine Medical Calls; One Public Service Call
27. Seven Medical Calls; One MVA; Three Public Service Calls
28. Ten Medical Calls; One Public Service Call
29. Four Medical Calls; One Gas Spill
30. Two Medical Calls; One Extrication from machinery
31. Eight Medical Calls

Attachment: Fire Department December 2023 Report (4015 : Fire Department Monthly Report)



Total Call Volume	December		Year to Date	
	2023	2022	2023	2022
As defined by the National Fire Incident Report System				
Fires	6	4	58	34
Rescue Calls/EMS	231	212	2404	2426
Hazardous Conditions	5	4	49	67
Service Calls	55	66	467	469
Good Intent Calls	17	29	218	255
False Alarms	18	14	175	190
Weather/Flood	0	0	0	0
Special Incident Type	0	1	6	21
Total Calls	332	330	3377	3462

Save/Loss Analysis

	Losses	Property Values
December 2023	\$ 63,600	\$ 149,300
December 2022	\$ 6,000	\$ 170,000
Year to Date	\$ 147,580	\$ 14,981.980

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

Mutual Aid Calls

	December	YTD
To Georgetown County Fire	0	8
To Midway Fire	5	25
To other Departments	0	0
From Georgetown County Fire	3	6
From Midway	7	28
From other Departments	0	0

	December	YTD
Staff Training Hours	777.50	9190.00

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4013)**

Meeting: 01/18/24 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Isaac Williams

Initiator: Isaac Williams

Sponsors:

DOC ID: 4013

Fleet Service Monthly Report

FLEET SERVICES MONTHLY REPORT (FY 23-24)

Task	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Cumulative
Repairs	54	82	56	71	117	103							483
Preventative Maintenance	14	19	13	14	15	20							95
Tires repaired or Replaced	35	20	23	22	40	32							172
Services Past Due	-	-											-
Monthly Totals	103	121	92	107	172	155	-	-	-	-	-	-	750

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4005)**

Meeting: 01/18/24 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 4005

Municipal Court Monthly Report

Municipal Court Monthly Report (Fiscal Year 2024)

Cases Disposed	July		August		September		October		November		December	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	49	\$ 7,622.00	86	\$ 17,781.23	57	\$ 12,079.50	45	\$ 8,557.50	57	\$ 10,944.38	31	\$ 7,273.50
Served Time	0	\$ -	7	\$ 8,035.00	6	\$ 8,392.50	18	\$ 13,357.50	16	\$ 12,985.00	7	\$ 8,027.50
Scheduled Time Payment	5	\$ 2,295.88	9	\$ 2,888.56	21	\$ 11,418.58	16	\$ 5,968.18	20	\$ 13,078.75	17	\$ 9,024.52
NRVC	14	\$ 2,475.25	18	\$ 5,660.00	19	\$ 9,212.50	25	\$ 8,043.00	28	\$ 8,099.50	11	\$ 3,106.75
Tried in Absence	3	\$ 3,055.00	11	\$ 8,654.95	13	\$ 8,810.00	9	\$ 2,980.00	23	\$ 23,017.50	15	\$ 15,405.00
Parking Tickets Paid	70	\$ 2,320.00	64	\$ 2,345.00	42	\$ 780.00	45	\$ 1,500.00	28	\$ 760.00	31	\$ 925.00
Nolle Prosequi/Dismissed/Not Guilty	37		77		96		59		62		57	
Transferred to General Sessions Court	26		11		30		51		27		29	
Voided	18		9		8		8		8		4	
Fine Suspended			0		0		1	\$ 2,125.00	0		0	
Code Enforcement Tried in Absence			5	\$ 5,437.50	1	\$ 1,087.50	0		0		3	\$ 3,262.50
Code Enforcement Fine Suspended			1	\$ 1,087.50	0		1	\$ 1,087.50	0		0	
Code Enforcement Fine Paid			0	\$ -			0		0		0	
Code Enforcement Nolle Prosequi							8		12		0	
Total	222	\$ 17,768.13	298	\$ 51,889.74	293	\$ 51,780.58	286	\$ 43,618.68	281	\$ 68,885.13	205	\$ 47,024.77

Cases Disposed	January		February		March		April		May		June	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid												
Served Time												
Scheduled Time Payment												
NRVC												
Tried in Absence												
Parking Tickets Paid												
Nolle Prosequi/Dismissed/Not Guilty												
Transferred to General Sessions Court												
Voided												
Fine Suspended												
Code Enforcement Tried in Absence												
Code Enforcement Fine Suspended												
Code Enforcement Fine Paid												
Code Enforcement Nolle Prosequi												
Total	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -

Cases Disposed	Cummulative Totals	
	# of Cases Disposed	Fine Amounts
Paid	325	\$ 64,258.11
Served Time	54	\$ 50,797.50
Scheduled Time Payment	88	\$ 44,674.47
NRVC	115	\$ 36,597.00
Tried in Absence	74	\$ 61,922.45
Parking Tickets Paid	280	\$ 8,630.00
Nolle Prosequi/Dismissed/Not Guilty	388	\$ -
Transferred to General Sessions Court	174	\$ -
Voided	55	\$ -
Fine Suspended		
Code Enforcement Tried in Absence	9	\$ 9,787.50
Code Enforcement Fine Suspended	2	\$ 2,175.00
Code Enforcement Fine Paid	0	\$ -
Code Enforcement Nolle Prosequi	32	\$ -
Total	1564	\$ 278,842.03



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

ACTION ITEM

DOC ID: 4004

Council Meeting Date:	18 January 2024
Department:	Planning and Community Development
Issue Under Consideration:	Planning & Community Development Monthly Report
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendation:	

Reviews:

Peter Gaytan Completed 01/03/2024 2:33 PM
 Scott Whittier Completed 01/08/2024 2:27 PM
 Stephanie Buccione Completed 01/09/2024 6:21 PM
 Georgetown City Council Pending 01/18/2024 5:30 PM

Attachments:

1. 1 Planning and Community Development December 2023 Montly Report.docx (PDF)
2. 2 Planning and Community Development December 2023 Report Statistics (PDF)

FRIENDS OF THE KAMINSKI HOUSE REPORT – DECEMBER 2023

- Visitors came from 21 different states and 3 foreign countries in December. Since July, we have had visitors from 44 different states and 11 different countries. We have seen a 49% increase in house tour visitors, a 3% increase for museum shop visitors for the month, and a 4% decrease in total visitors for the year-to-date (due to the house being closed for tours for 2.5 weeks due to painting the interior)
- Volunteers put in a total of 209 hours of work in December.
- December was a busy month for the museum with lots of holiday-related activities. The house was decorated and
 - December 1 & 2 we hosted a holiday market on the lawn of the museum.
 - December 2 we held our annual wreath auction and the Light Up the Lawn event.
 - December 7 and 14 we had evening candlelight open houses.
 - December 9 we participated in the Georgetown Library's annual Yuletide Tour of Homes. We had 360 visitors come through the house that afternoon.
 - December 16 we held our annual Family Night Open house
- In the process of repairing the riverfront deck, we have discovered that there is an underlying problem of water runoff that has been causing serious issues for the deck area. Work is currently ongoing to repair this issue.
- The Friends of the Kaminski House Board of Directors invited all of the museum's staff and volunteers to their December board meeting to celebrate the end of the year and to thank the volunteers and staff for all of their hard work throughout the year.

Robin Gabriel, Executive Director

DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT, PETER GAYTAN - DECEMBER 2023

- Comp Plan Update Meetings
- Received my CFM
- Three ARB Applications
- One ARB Meeting
- One CAB Application
- 2 Sign Permits Issued
- One Plat Approval
- Attended Three Historic Preservation Webinars
- Attended Three Flood Webinars
- Meet with Design Works and Team about Tarbox Properties
- Attended City Council- STVR 2nd Reading
- Attended Meeting with Vu's Developers Front and Orange St Project
- Meet with several developers for future and ongoing projects in the City
- Attended Meeting with County Airport about future DR Horton Development
- Meet with Geroge Hotel about outdoor dining
- Conducted Al Joseph's Annual Performance Evaluation
- Conducted a GIS 101 Workshop
- Conducted Damage Assessments around the City after the December 17th Rain Event

BUILDING OFFICIAL, RYAN CALL – DECEMBER 2023

- Inspections- 106
- Stop Works- 2-3
- Business License- 2-3

CODE ENFORCEMENT OFFICER, DEREK HARRRELSON – DECEMBER 2023

- Calls/complaints - 2
- Site Visits - 55
- Courtesy Notices Sent - 18
- In Person Notices - 20
- Sign violations - 1
- Business license inspections – 7

MAIN STREET DIRECTOR, AL JOSEPH - DECEMBER 2023

- Attended the city tree lighting ceremony
- Master of Ceremony at the city Christmas parade
- Represented Main Street Georgetown at the Kaminski House Light up the Lawn ceremony
- Represented Main Street Georgetown at the Maritime Museum Christmas celebration
- Attended the ribbon cutting for Swift Appliances
- Represented Main Street Georgetown at the Chamber of Commerce Christmas party
- Attended the Keep Georgetown Beautiful board meeting
- Attended the first Music in the Park 2024 planning meeting
- Represented Main Street Georgetown at the Coastal Structures Christmas lunch
- Keynote speaker at the closing ceremony of the Field of Honor
- Chaired Arts Commission subcommittee meeting to finalize the application to the SC Arts Commission. Application was formally submitted 12/8
- Met with Hope McFaddin at the Maritime Museum to discuss VIP venue for Music in the Park
- Met with American Dream TV to discuss an interview to promote Georgetown
- Facilitated and participated in a meeting between Vu Nyugen, owner of the building at Front and Orange, and the owners of the Purr and Pour Cat Café to discuss construction plans and timetables to hopefully make the process smooth without any further legal issues
- Damage assessment of all Front St. businesses after the storm. Communicated information to County Economic Development and SC Commerce.
- Met with Electric Department manager to discuss installation of electrical outlets on the Harborwalk
- **On vacation from 12/23 through 1/1**

**Planning & Community Development
Monthly Report (2023)**

Boards and Commissions Applications Heard													
Boards & Commissions	January	February	March	April	May	June	July	August	September	October	November	December	Total
Architectural Review Board	1	1	4	1	2	2	5	1	5	4	4	4	34
Board of Zoning Appeals	1	1	0	1	1	0	0	1	1	1	1	0	8
Planning Commission	0	0	2	0	2	0	0	0	0	2	2	0	8
Community Appearance Board	1	1	1	2	0	0	1	1	1	0	0	1	9
Construction Board of Appeals	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	3	3	7	4	5	2	6	3	7	7	7	5	59

Number of Inspections													
Inspection Type	January	February	March	April	May	June	July	August	September	October	November	December	Total
Certificates of Occupancy Issued	3	3	2		4	3	2	0	0	0	0	0	17
Stop Work	3	4	3	3	2	2	1	0	2	1	3	3	27
Inspections	129	123	148	94	104	165	109	134	135	184	121	106	1552
Technical Review Committee	0	0			0	0		0	0	0	0	0	0
Plan Review & Sign	1	0			0	0	0	0	0	0	0	0	1
Business Licenses	3	3	4	3	4	3	2	4	4	2	2	3	37
Totals	139	133	157	100	114	173	114	138	141	187	126	112	1634

Code Enforcement													
Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls/Complaints	25	19	28	0	0	0	5	4	12	7	4	2	106
Site Vists	95	68	33	0	0	0	182	145	111	89	70	55	848
Courtesy Notices sent/In person notice	66	45	25	0	0	0	67	44	29	22	38	38	374
Sign Violations	16	8	53	0	0	0	1	17	25	1	3	1	125
Other Issues Addressed and Meetings	6	17	4	0	0	0	2	2	4	5	5	7	52
Totals	208	157	143	0	0	0	257	212	181	124	120	103	1505

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4011)**

Meeting: 01/18/24 05:30 PM
Department: Police Department
Category: Report
Prepared By: Tenetra Sellers
Initiator: William Pierce
Sponsors:
DOC ID: 4011

Police Department Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SCOTT WHITTIER

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

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

January 5, 2024

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

Dear Mayor Carol Jayroe and Council Members:

In December, we began our annual wrecker rotation audit. This involves making written and personal contact with each wrecker service used by the police department to tow vehicles. This annual audit ensures each company follows city policy, including maintaining a current business license.

We continue to work with the city's business license manager to revoke the business license for Mingz Bar and Grill.

Staffing, we continue to try to fill vacancies. Following a hiring process, I made a conditional offer of employment to Jeramie Montgomery, he is scheduled to start work later this month and will attend a future date at the SCCJA for basic law enforcement certification.

December 13th, the police department hosted Cookies and Cocoa with the PoPo at Screven Baptist Church. Thank you to Screven Baptist Church for allowing us to use their facility, to their clergy for baking the cookies, and to McDonalds for providing the hot chocolate.

December 16th, the police department participated in the annual Christmas Parade on Front Street by providing traffic control and security along the route. The event concluded without incident.

December 17th, heavy rainfall, and severe flooding in Georgetown required a recall of off-duty officers to handle the resulting calls for service, public safety issues, and traffic control.

Through our ongoing partnership with St. Peter's Lutheran Church in Pawleys Island, and the Georgetown Housing Authority, on December 18th officers were able to deliver two truckloads of donated presents to some special children during the Georgetown Housing Authorities after school Christmas party for children in need.

December 20th, we wrapped and delivered a room full of donated presents to the Department of Social Services. DSS distributed these presents to several foster families around Georgetown.

December 21st, the police department cooked and delivered pilau to the Love Chapel Church as part of their annual holiday initiative to feed the community.

Sincerely,

William Pierce,
Chief of Police

Drawer 939
Georgetown, SC 29442

Attachment: Police Department December 2023 Report (4011 : Police Department Monthly Report)

Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls for Service	1430	1193	1513	1418	1498	1524	1458	1416	1314	1325	1487	2009	17585
Incident Reports	187	161	154	151	164	180	165	192	188	166	170	165	2043
Zone 1											22	33	55
Zone 2											42	46	88
Zone 3											106	86	192
Arrest	42	40	68	61	62	56	46	71	66	70	90	89	761
Traffic Accidents													
Responded To	54	54	68	53	74	82	93	88	45	61	58	59	789
TR310s completed	41	32	49	39	49	48	58	66	36	55	49	45	567
Traffic Stops											363	574	937
Uniform Traffic Ticket	200	141	199	228	139	195	143	182	134	156	208	224	2149
Male	116	78	102	124	101	102	83	120	86	88	124	124	1248
Female	84	63	97	104	38	93	60	62	48	68	84	100	901
Caucasian	97	71	90	125	59	110	78	75	71	78	75	85	1014
African American	36	17	35	31	35	35	17	38	25	23	45	40	377
Hispanic	17	19	13	22	11	13	14	15	10	6	21	36	197
Other	50	34	61	50	34	37	34	54	28	49	67	63	561
Warning/Public Contact	300	198	245	183	213	174	196	179	198	169	205	399	2659
Male	167	102	129	88	124	106	108	93	106	83	106	223	1435
Female	133	90	116	98	89	68	88	89	92	86	99	176	1224
Caucasian	166	122	143	98	119	90	106	96	104	91	83	208	1426
African American	120	21	29	24	79	75	32	33	26	74	49	59	621
Hispanic	12	4	7	7	12	8	7	6	4	2	5	15	89
Other	2	51	66	51	3	1	51	44	64	2	68	32	435
Property Check	2428	1783	1056	356	506	278	80	35	37	11/UK	168	461	7188
Signal 99	69	109	58	49	33	26	29	42	17	UK	0	32	464
Overdose	2	1	3	1	3	1	2	4	4	11	2	1	35
Non-death	1	1	3	1	3	1	2	4	3	10	2	0	31
Death	1	0	0	0	0	0	0	0	1	1	0	1	4
Narcan by GPD	0	0	0	0	0	0	0	0	0	0	0	0	0
Parking Tickets	59	42	106	130	139	130	82	66	44	51	44	74	967
Derelict Vehicles	2	0	0	0	0	0	0	0	0	0	0	0	2
Follow Up	0	0	0	0	0	0	0	0	0	0	0	0	0

Removed	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ticket Issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corrected	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4003)**

Meeting: 01/18/24 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Natrona Simmons

Sponsors:

DOC ID: 4003

Public Works Monthly Report

PUBLIC WORKS CURBSIDE COLLECTIONS MONTHLY REPORT (FY 2023-2024)

Division	Task	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Cummulative
Curbside Debris	Yard Waste: Leaves, Grass & Straw collected	66	90	81	64	119	89							510
Curbside Debris	Brown & White Goods collected (Net Tons)	84	33	5	149	20	31							323
Garbage Collections	Residential Solid Waste Collection (Net Tons)	348	332	316	342	301	314							1,953
Recycle Collections	Recyclables Collected (Net Tons)	11	13	12	12	12	11							70
	Monthly Totals (Net Tons)	509	469	413	567	453	445	-	-	-	-	-	-	2,856

Next Residential Bulk Waste collections will be January, 2024.

PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2023-2024)

Division	Task	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Cummulative
Solid Waste Maintenance	# of work orders requests completed for new roll out cart deliveries, and/or replacements, recycle bins and special events.	67	59	58	25	37	49							295
Streets/Curbside Crews & Grounds Maintenance	Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks, park maintenance, grass cutting, park and sidewalk maintenance, litter, curbside collections.	35	24	14	36	23	18							150
	Monthly Work Orders Totals	102	83	72	61	60	67	-	-	-	-	-	-	445

KEEP GEORGETOWN BEAUTIFUL - MONTH OF DECEMBER, 2023

December 15, 2023 - Holiday Movie in Rainey Park, featured "Elf".

Holiday and Business Decorating Contests:

- House Winners: 1st - 1817 Winyah Street
2nd - 1429 Front Street
3rd - 2428 Withers Street

- Business Winners: 1st - Livingston Auto, 1415 S. Fraser Street
2nd - Lowcountry Butcher, 408 S. Fraser Street
3rd - Harmon and Felts, 1109 Church Street

Upcoming Events:

Christmas Tree Recycling till January 19, 2024. Drop off location at Public Works Dept.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4012)**

Meeting: 01/18/24 05:30 PM
Department: Risk Management
Category: Report
Prepared By: Amy Skidmore
Initiator: Charles W. Cribb
Sponsors:

DOC ID: 4012

Risk Management Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SCOTT WHITTIER

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Georgetown City Fire Department
Charles W. Cribb, Fire Chief
Office: (843) 545-4200
Fax: (843) 527-1650

Risk Management December 2023 Report

Risk Management

Department	SCMIT/SCMIRF	Loss Description
Public Works	SCMIT – 0 SCMIRF – 2	Trash Truck hit parked car. Dump Truck pulled power line down
Water Utilities	SCMIT – 0 SCMIRF – 0	
Electric Utilities	SCMIT – 0 SCMIRF – 1	Backed into Power Pole
Fleet	SCMIT – 0 SCMIRF – 0	
Finance	SCMIT – 0 SCMIRF – 0	
Fire	SCMIT – 0 SCMIRF – 4	Flood Damaged Fire Station One & 3 Vehicles
Administration	SCMIT – 0 SCMIRF – 0	
Engineering	SCMIT – 0 SCMIRF – 0	
Municipal Court	SCMIT – 0 SCMIRF – 0	
Planning & Community Development	SCMIT – 0 SCMIRF – 0	
Police Department	SCMIT – 0 SCMIRF – 1	Vehicle backed into by Citizen

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4021)**

Meeting: 01/18/24 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Chris Mullis

Initiator: Chris Mullis

Sponsors:

DOC ID: 4021

Water Utilities Monthly Report

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2024)

Description of Work Performed	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	44.021	42.946	42.493	39.403	39.913	43.912							252.688
Average Daily Flow Finished Water (MGD)	1.420	1.385	1.416	1.271	1.208	1.417							8.117
King Well (MG)	1.250	0.000	0.000	0.000	2.111	0.000							3.361
Maryville Well (MG)	2.843	0.000	0.000	0.000	1.554	0.000							4.397

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	102.216	113.355	112.102	110.947	100.477	146.368							685.465
Average Daily Influent Flow (MGD)	3.297	3.657	3.736	3.578	3.349	4.722							22.339
Effluent Flow Total (MG)	98.360	113.689	95.166	97.640	96.533	146.949							648.337
Average Daily Effluent Flow (MGD)	3.173	3.667	3.172	3.150	3.218	4.740							21.120
Rainfall Total (Inches)	8.010	5.870	3.030	3.910	3.250	12.629							36.699

Water Distribution

Work Orders Completed	52	65	36	51	60	65							329
Water Leak Repairs	16	14	16	24	36	14							120
Water Meter Replacements	1	0	3	4	5	0							13
Locates Completed	113	110	172	307	278	230							1210

Wastewater Collection

Work Orders Completed	30	34	28	51	43	34							220
Backup Responses	16	17	12	30	24	17							116
Locates Completed	113	110	172	307	278	230							1210

Maintenance

Work Orders Completed	22	26	24	25	20	26							143
Work Orders on Pump Stations Completed	3	3	3	2	0	3							14
Work Orders for the WWTP Completed	3	2	2	7	6	2							22
Work Orders for the WTP Completed	1	1	1	1	0	1							5

Stormwater

Work Orders Completed	2	3	10	1	1	3							20
Locates Completed	113	110	172	307	278	230							1210

DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

ADDRESS OF INSPECTION	DATE	INSPECTED BY	PROBLEMS OBSERVED	ASSIGNED TO	ACTION TAKEN	PIPE SIZE	CLEANING FOOTAGE	COMPLETED DATE
2110 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
2112 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
2114 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
2206 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
2208 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
2605 Prince st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
Hampton st and North Merriman Rd	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
Palm st and Rutledge st	12/4/23	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			12/4/2023
Highmarket st and Cleland st	12/11/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/11/2023
Church st and Willowbank Rd	12/11/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/11/2023
817 Duke st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
901 Highmarket st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	15"		12/12/2023
1104 Highmarket st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	15"		12/12/2023
Highmarket st and Wood st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	15"		12/12/2023
309 Park st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
308 Park st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
306 Park st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
304 Park st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
311 Park st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
407 Dozier st	12/12/23	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		12/12/2023
803 North Merriman Rd	12/13/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/13/2023
2028 Front st	12/14/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/14/2023
2622 Rion st	12/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/21/2023
331 Screven st	12/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			12/21/2023

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 4018)**

Meeting: 01/18/24 05:30 PM

Department: Finance

Category: Report

Prepared By: Kathy Vermeland

Initiator: Kathy Vermeland

Sponsors:

DOC ID: 4018

Finance and IT Department Monthly Report

CURRENT PROJECT LISTING REPORT

FOR THE PERIOD ENDING 12.31.2023

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	NOTES FROM ENGINEERS MONTHLY REPORT DATED 9.08.2023	Vendor	Cost	% Complete
2005	TBD	City Hall Rebuild - RFQ for Project Management Services to be issued Wednesday, September 6, 2023	Status for Qualifications for Project Management Services issued on 09.06.2023. 1. Request 2. Statement of Qualifications received 10.04.2023 3. Will fast track review and recommendation at the October Council meeting. 4. A PM firm should be identified for recommendation at the October Council meeting.	LCK LLC	155,000.00	
2002	TBD	Wi-Fi in Public Parks - State CDBG Cares Act Funding - CDBG-CV1-022 - RFP Rebid issued - Bids received 6.21.2023, but were non-responsive - asked COG for guidance on how to proceed		HTC		
1220	TBD	Public Works Office Building Improvements - The city is looking at other site options at this time.		TBD		
1222	2024.095	East Bay Park Bobby Alford Pavilion - CDBG Project #CV1-019 - A/E Services - PO issued 9.08.2022	Contract is fully executed. 2. Pre-construction meeting held on May 9, 2023 3. Contractor mobilized on May 30, 2023. 4. Asbestos abatement and demolition complete as of 6/30/23. 5. Steel frame has some heavy rusting and corrosion. Steel column sections will need to be replaced via change order. Currently, contractor is pricing up the design revisions. 6. Contractor submitted a change order proposal in the amount of \$91,611.80 and is requesting a 90 calendar days of time extension. 7. Change order proposal is currently under review by A/E and City staff. - Change order #01 approved by CDBG, Friday, September 1, 2023 8.. Grant award has been amended for another \$90,091.80 with a 90 day time extension. 9. Contractor plans to remobilize on :10.09.2023	ROSENBLUM COE	68,000.00	0.93
1222	2024.101	East Bay Park Bobby Alford Pavilion - CDBG Project #CV1-019	Contract is fully executed. 2. Pre-construction meeting held on May 9, 2023 3. Contractor mobilized on May 30, 2023. 4. Asbestos abatement and demolition complete as of 6/30/23. 5. Steel frame has some heavy rusting and corrosion. Steel column sections will need to be replaced via change order. Currently, contractor is pricing up the design revisions. 6. Contractor submitted a change order proposal in the amount of \$91,611.80 and is requesting a 90 calendar days of time extension. 7. Change order proposal is currently under review by A/E and City staff. - Change order #01 approved by CDBG, Friday, September 1, 2023 8. Change order no 1 approved by council and SC Department of Commerce. 9. Grant award has been amended for another \$90,091.80 with a 90 day time approval. 10. Contractor plans to remobilize on:TBD (Waining for steel shop drawings approvals) 11. All work ceased until we obtain a recommendation from the geotechnical engineer. 12. Architect is requesting an amendment for an increase of fees and time: \$20,000 13. Geotechnical study proposal is \$18,600.	Pyramid Contracting	887,098.00	0.01
1230	2024.094	East Bay Park Boat Landing Repairs - SCPARD GRANT #2022020 - PO issued 8.26.2022 with anticipated completion date of 1.30.2023		ASSOCIATES ROOFING & CONSTRUCTION (ARC)	48,759.00	0.94
1236	2024.098	Gilbert Hawkins Butts Street Sidewalk Extension - Rep Anderson Grant	Status Comments: 1. Kick-off meeting was held on 3/28/23. 2. Surveying completed as of 6/30/23. 3. Design is 60% complete. 4. 60% plan set is under City's and SCDOT's review. 5. Consultant is currently working on the permit set. 6. design is 100% complete. 7. Permit has been submitted to DHEC and SCDOT for approval. 8. Benton Concrete & Utilities LLC is the lowest bidder. 9. Benton's bid will be presented to council for approval.	Cagle Consulting Engineers, LLC	44,900.00	0.79

CURRENT PROJECT LISTING REPORT

FOR THE PERIOD ENDING 12.31.2023

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	NOTES FROM ENGINEERS MONTHLY REPORT DATED 9.08.2023	Vendor	Cost	% Complete
1237		Baruch Park Bathroom	Status bathroom unit delivered on Friday 10.13.2023. 1. Prefab complete and the final CO was issued on 11.02.2023. 2. All work is	CXT		
1515	2024.104	West End District Water Main Improvements - Construction - PO issued 2.02.2023	Status Comments: 1. Pre-construction meeting: 2/16/2023. 2. Contractor mobilized on 5/1/2023. 3. Work on Bourne Street is complete. 4. Waiting for additional materials (brass connectors for water services) 5. Contractor is scheduled to remobilize in September. 6. Extension of time until April 2024 has been approved by Dept. of Commerce.	ARC Inc.	1,013,380.00	0.42
1516	2024.105	Maryville Water Distribution Improvements Phase I - Notice of Intent to Award issued 4.05.2023	Status: 1. Design is 70% complete. 2. Consultant is currently working on the permit set. 3. Permit set will be submitted to DHEC and SCDOT for approval in the next coming weeks. 4. Design is 100% complete. 5. Permit set submitted to DHEC- Bureau of Water, OCRM and CZC for approval. 6. Permit set submitted to SCDOT for approval. 7. Plan on soliciting bids in January upon SCDOT approval release.	G3 Engineering	62,500.00	0.86
1606	2024.108	WTP Secondary Sedimentation Basin - Engineering Services - EDA Grant #04-79-07777		WK Dickson	428,000.00	0.71
1606	2024.085	WTP Secondary Sedimentation Basin/WTP FLOC/SED Basin No. 2 - Construction	Status: 1. Notice of Award issued on July 25, 2023. 2. Pre-Construction meeting held on September 6, 2023. 3. There are some long-lead item materials such as DIP, valves and s.s. settler plates. 4. Contractor mobilization date is TBD.	Consensus	5,223,180.87	0.06
1607	2024.180	Raw Water Station Electrical Upgrades	1. Engineering RFP released on 10.04.2023 2. Proposals are due on 10.25.2023 3. Three proposals were submitted by the following vendors: UTEC, W K Dickson, Howard Engineering 4. Engineer: Howard Engineering. 5. Engineer notice to proceed. 6. Status: Held design kickoff meeting on 12/05/23. Design work started.	Howard Engineering	68,280.00	
1818	2024.109	Sanitary Sewer and Manhole Surveys - RFP for Engineering issued 1.25.2023 - proposals received 2.22.2023 - Notice of Intent to Award issued	Status: 1. Vortex mobilized on May 15th to begin CCTV sewer line inspection work. 2. CCTV work is still incomplete to this date. No activity in June and July. 3. Weston & Sampson anticipates the survey completion and submittal of plans and technical specifications by August 18th. 4. Reports and design plans submitted for the City's review and approval. 5. Design is 90% complete. 6. Consultant submitted permit set for City's review. 7. Permit set plans have been submitted to SCDOT for approval. 8. Bid documents will be released once we obtain SCDOT encroachment permit. 9. Design is 100% complete. 10. No DHEC permit is required. 11. SCDOT permit approved. 12. Bid documents were released on 11.22.23 13. Bids are due on 12/22/23	Weston & Sampson	100,525.00	0.73
1820 & 1821	2024.164	Pump Station #11 and 20 in Force Main Replacement	Status Pending release for PO from Finance Department. 1. kickoff meeting planned for 11.09.2023 2. Design work started 11.14.2023 and is on-going. 3. Surveying at pump station was performed on 12.05.23. 4. Drawton testing at 5. Consultant is currently working on Preliminary Engineering Report (PER).	WK Dickson	1,223,000.00	0.03

Attachment: Finance Department Current Project December 2023 Report (4018 : Finance and IT Department Monthly Report)

CURRENT PROJECT LISTING REPORT						
			FOR THE PERIOD ENDING 12.31.2023			
PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	NOTES FROM ENGINEERS MONTHLY REPORT DATED 9.08.2023	Vendor	Cost	% Complete
1822	2024-159	Grit Removal System Replacement Project - RFB issued 8.30.2023	Status Request for bid issued on 08.30.2023 received 09.27.2023 \$454,500 4. Only one bid received from North American Construction Company. Bid will be presented at the October council meeting for approval. 5. Council approved contractor's bid at the 10.19.2023 council meeting.	North American Construction Co. Inc	454,500.00	0.00
1927	2024-124	Front St Under Ground (UG) Infrastructure Upgrade Project - Engineering		Utility Technology	102,500.00	0.55
2001	2024.034	Duke St Laydown Yard Site Improvements	Status trees and shrubbery are removed 3. Fence is installed except for entrance gate Entrance gate needs to be modified to 20 foot wide roller type gate 5. Waiting for additional funding to continue with the yard improvements	ASSOCIATES ROOFING & CONSTRUCTION (ARC)	60,727.50	0.79
2402	2024.099	Cleland Street Parking Lot - RFP for engineering	Status Comments: 1. Design is on hold 2. We need to resolve the use of adjacent 17-ft. alley due to landscaping buffer requirements. 3. City attorney needs to prepare easement acquisition documentation for council approval. 4. Need to submit a CAB application for a variance of landscape setback distances within the new parking lot. 5. Dept. of Commerce has been notified that this process may take 2 to 5 months	Hanna Engineering	22,500.00	0.36
2403	2024.102	Howard School Park	Status: • Per City council's direction at council meeting on 7/20/23, the project design has been suspended until further notice due to the lack of funding availability for the construction of the park. The consultants have been put on notice.	Rowe	25,000.00	0.17
4015	2024.116	Stormwater System Improvements - Engineering - EDA Grant number 04-79-07494 - Change orders 1, 2 & 3 processed 2.17.2023	Status Comments: 1. Contractor: Green Wave Contracting Inc. 2. Bid Amount: \$6,251,220. 3. Notice of Intent to Award issued on May 25, 2023. 4. Council approved bid on 7/20/23. 5. City has applied for additional funding with the EDA. Approval is pending. 6. Notice of Award issued on August 31, 2023 7. PO and execution of contract is pending. 8. Contract executed on 09.20.2023. 9. Pre Construction conference held in 09.28.2023. 10. Need to get all materials approved before construction starts. 11. Notice to Proceed issued on 10.12.2023 12. Construction start date 01/08/2023 13. Submittal approval is on-going. 14. Contractor has provided construction schedule and will start on Phase III: Queen Street.	WK Dickson	567,200.00	0.51

CITY OF GEORGETOWN
SALE OF ASSETS - FY24

GovDeal							
Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
				no activity			
				Total July	-		
				no activity			
				Total August	-		
				no activity			
				Total September	-		
				no activity			
				Total October	-		
	617	10707	P WORKS 35.31	1996 FORD FT 900F		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	618	10708	P WORKS 35.31	2008 FORD F-750		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	619	10711	P WORKS 35.31	JOHN DEERE 244H		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	620	11236	WATER 31.15	1999 FORD F-250 SD		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	621	10816	WATER 33.40	2007 FORD F-150		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	622	11010	WWATER 32.18	2004 CHEV SILVERADO		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	623	NA	WWATER 32.18	GENERAC GENERATOR		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	624	NA	WWATER 32.18	GENERAC GENERATOR		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	625	10651	ELECT 30.19	1985 GMC C7D042		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	626	10657	ELECT 30.19	2007 CHEV COLORADO		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	627	10660	ELECT 30.19	2004 F-750		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
	628	11021	WWATER 32.18	2000 FORD F-150		LISTED IN NOVEMBER-AUCTION ENDED NOV. 16	
11.27.2023	620	11236	WATER 31.15	1999 FORD F-250 SD	2,380.00	Sold to Robbie Geathers	Rec #2024-23026
				Total November	2,380.00		
12.04.2023	617	10707	P WORKS 35.31	1996 FORD FT 900F	7,600.00	Sold to Stone Street Builders	Rec #2024-24310
12.04.2023	618	10708	P WORKS 35.31	2008 FORD F-750	19,900.00	Sold to Ron White	Rec #2024-24312
12.06.2023	621	10816	WATER 33.40	2007 FORD F-150	3,051.00	Sold to Jerry Cook	Rec #2024-24672
12.04.2023	622	11010	WWATER 32.18	2004 CHEV SILVERADO	3,625.00	Sold to James Yarborough	Rec #2024-24316
12.11.2023	623	NA	WWATER 32.18	GENERAC GENERATOR	1,500.00	Sold to BandBConstruction	Rec #2024-25091
12.06.2023	624	NA	WWATER 32.18	GENERAC GENERATOR	975.00	Sold to Gabriel Evans	Rec #2024-24671
12.04.2023	626	10657	ELECT 30.19	2007 CHEV COLORADO	4,826.00	Sold to Murray Burrows	Rec #2024-24308
12.11.2023	627	10660	ELECT 30.19	2004 F-750	22,200.00	Sold to Econo Auto Sales Inc	Rec #2024-25088
12.04.2023	628	11021	WWATER 32.18	2000 FORD F-150	1,415.00	Sold to Herbert Greene	Rec #2024-24319
	619	10711	P WORKS 35.31	JOHN DEERE 244H			
12.27.2023	625	10651	ELECT 30.19	1985 GMC C7D042	1,775.00	Sold to Steve Nichols	
				Total December	66,867.00		

Attachment: Finance Department GovDeal December 2023 Report (4018 : Finance and IT Department

CITY OF GEORGETOWN	
SALE OF ASSETS - FY24	

GovDeal							
Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
				Total January	-		
				Total February	-		
				Total March	-		
				Total April	-		
				Total May	-		
				Total June	-		
				TOTAL PER G/L	69,247.00		

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
FEDERAL GRANTS								
1	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	49,900.00	41,100.00	68,050.44	22,949.56	-	
2	US Department of Commerce	Stormwater System Improvements (EDA) Proj #4015	3,365,409.00	841,353.00	420,737.09	3,786,024.91	04-79-07494	
3	US Department of Commerce	Water Treatment Plant Improvements (EDA) Proj #1606	3,428,000.00	857,000.00	665,286.23	3,619,713.77	04-79-07777	
4	SC Department of Commerce	Demolition of Dilapidated Units : West End (CDBG)	375,000.00	37,500.00	45,098.73	367,401.27	4-CE-20-007	
5	SC Department of Commerce	West End District Water Upgrades (CDBG) Proj #1515	750,000.00	36,628.00	433,044.94	353,583.06	4-CI-21-008	
6	SC Department of Commerce	Cleland Street Public Parking Lot (CDBG) Proj #2402	250,000.00	110,933.00	17,149.39	343,783.61	4-SP-22-004	
7	SC Department of Commerce	Bobby Alford Pavilion (CDBG-CV1) Proj #1222	844,298.00	150,000.00	181,854.94	812,443.06	CV1-019	
8	SC Department of Commerce	WI-FI in Parks (CDBG-CV1)	144,604.00	-	-	144,604.00	-	
9	Federal Emergency Management Agency (FEMA)	HMGP : Pump Station Generators	192,798.90	21,422.10	-	214,221.00	4542-0004-R	
10	SC Infrastructure Investment Program (SCIIP) <i>Award \$9,733,783 Match \$1,717,718</i>	Sewer Pump Station #11 Replacement	3,888,325.00	686,175.00	-	4,574,500.00	A-23-C079	
		Sewer Force Main Replacement	5,845,413.00	1,031,543.00	-	6,876,956.00		
11	Justice Assistance Grant (SCDPS)	Radios and Tasers	\$190,191.00	\$21,132.00	50,622.10	160,700.90	5G000923	
STATE GRANTS								
12	SC Department of Public Safety	FY24 School Resource Officer Program	214,730.00	-	54,871.00	159,859.00	SR-033-C2202-24	
13	Body Armor Award Grant Program	Bulletproof Vest	11,636.00	-	10,526.33	1,109.67	1BA23077	
14	SC Department of Public Safety	In-Car Video Cameras	113,444.61	-	-	113,444.61	-	
15	SC Department of Public Safety	Body-Worn Cameras	49,921.23	-	-	49,921.23	-	
OTHER GRANTS								
16	Palmetto Pride	Keep South Carolina Beautiful 2023	6,100.00	-	4,408.08	1,691.92	-	
17	State of South Carolina	Gilbert/Hawkins/Butts St Sidewalk Extension Program	375,000.00	-	35,000.00	340,000.00	-	
TOTAL			20,094,770.74	3,834,786.10	1,986,649.27	21,942,907.57		



Open Purchase Order Report

16.K.4

As of G/L Date 12/31/23
Report by Department - Purchase Order Number
Summary Listing

Department 01 Administration								
Purchase Order	2024-00000029		Department	01 Administration	G/L Date	07/10/2023	Amount	25,000
Description	ROBERT DURANT COX DBA COMMERCIAL CONSULTANTS		Vendor	19377 - COX, ROBERT DURANT	Deliver by Date	07/30/2023	Voided	
Type	Standard	ok			Printed Date	07/14/2023	Discounted	
Status	Open			ROBERT D COX	Completed Date		Expensed	19,335
Bill To Location	P-04 - Finance			DBA COMMERCIAL COSULTANTS	Expiration Date	12/31/2023	Remaining	5,665
Assigned To Buyer				6320 CHOPPEE RD			Encumbered	5,665
Resolution Number	COMMERCIAL CONSULTANT			GEORGETOWN, SC 29440				
Purchase Order	2024-00000036		Department	01 Administration	G/L Date	07/17/2023	Amount	9,452
Description	CARASOFT		Vendor	16119 - CARASOFT TECHNOLOGY CORP	Deliver by Date	06/30/2024	Voided	
Type	Blanket	ok		CARASOFT	Printed Date	07/21/2023	Discounted	
Status	Open			11493 SUNSET HILLS RD SUITE 100	Completed Date		Expensed	4,726
Bill To Location	P-04 - Finance			RESTON, VA 20190	Expiration Date	07/30/2024	Remaining	4,726
Assigned To Buyer							Encumbered	4,726
Resolution Number	BLANKET - COUNCIL MEETING SOFTWARE HOSTING FEES							
Purchase Order	2024-00000080		Department	01 Administration	G/L Date	08/23/2023	Amount	23,500
Description	SET SOLUTIONS		Vendor	7196 - SET SOLUTIONS, LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard	ok		SET SOLUTIONS, LLC	Printed Date	08/23/2023	Discounted	
Status	Open			710 EAST MAIN STREET	Completed Date		Expensed	4,780
Bill To Location	P-04 - Finance			LEXINGTON, SC 29072	Expiration Date	07/30/2024	Remaining	18,720
Assigned To Buyer							Encumbered	18,720
Resolution Number	PROFESSIONAL SERVICES							
Purchase Order	2024-00000086		Department	01 Administration	G/L Date	08/15/2023	Amount	25,000
Description	CROSBY LAW FIRM LLC - BLANKET		Vendor	10151 - CROSBY LAW FIRM LLC	Deliver by Date	12/31/2023	Voided	
Type	Standard			CROSBY LAW FIRM LLC	Printed Date	09/01/2023	Discounted	
Status	Open	ok		405 DOZIER STREET	Completed Date		Expensed	24,532
Bill To Location	P-04 - Finance			GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	467
Assigned To Buyer							Encumbered	467
Resolution Number	LEGAL FEES							
Purchase Order	2024-00000167		Department	01 Administration	G/L Date	11/17/2023	Amount	25,000
Description	CROSBY LAW FIRM LLC - BLANKET		Vendor	10151 - CROSBY LAW FIRM LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard	ok		CROSBY LAW FIRM LLC	Printed Date	11/27/2023	Discounted	
Status	Open			405 DOZIER STREET	Completed Date		Expensed	3,688
Bill To Location	P-04 - Finance			GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	21,311
Assigned To Buyer							Encumbered	21,311
Resolution Number	LEGAL FEES							
Purchase Order	2024-00000182		Department	01 Administration	G/L Date	12/11/2023	Amount	10,000

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



Open Purchase Order Report

16.K.4

As of G/L Date 12/31/23

Report by Department - Purchase Order Number
Summary Listing

Department 01 Administration

Description	HERITAGE LOGISTICS	Vendor	19435 - HERITAGE LOGISTICS LLP	Deliver by Date	06/30/2024	Voided	
Type	Standard		HERITAGE LOGISTICS LLP	Printed Date	12/14/2023	Discounted	
Status	Open		604 FRONT ST SUITE 104	Completed Date		Expensed	
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	10,000
Assigned To Buyer						Encumbered	10,000

Resolution Number PROFESSIONAL SERVICES

Purchase Order	2024-00000186	Department	01 Administration	G/L Date	12/14/2023	Amount	27,938
Description	POPE FLYNN	Vendor	15213 - POPE FLYNN LLC	Deliver by Date	12/31/2023	Voided	
Type	Standard		POPE FLYNN LLC	Printed Date	12/28/2023	Discounted	
Status	Open		ATTORNEYS AT LAW	Completed Date		Expensed	
Bill To Location	P-04 - Finance		PO BOX 11509	Expiration Date	06/30/2024	Remaining	27,938
Assigned To Buyer			COLUMBIA, SC 29211			Encumbered	27,938
Resolution Number	LEGAL FEES - COMBINED PUBLIC UTILITY SYS REV BOND						

Department 01 Administration Totals	Purchase Orders	7	Amount	\$145,891
			Voided	\$0
			Discounted	\$0
			Expensed	\$57,062
			Remaining	\$88,828
			Encumbered	\$88,828

Department 04 Finance

Purchase Order	2024-00000001	Department	04 Finance	G/L Date	07/01/2023	Amount	70,000
Description	HTC - CLOUD MANAGEMENT	Vendor	5615 - HTC COMMUNICATIONS INC	Deliver by Date	06/30/2024	Voided	
Type	Blanket		HTC COMMUNICATIONS INC	Printed Date	07/21/2023	Discounted	
Status	Open		PO BOX 1819	Completed Date		Expensed	62,852
Bill To Location	P-04 - Finance		CONWAY, SC 29528-1819	Expiration Date	07/30/2024	Remaining	7,147
Assigned To Buyer						Encumbered	7,147
Resolution Number	BLANKET - CLOUD MANAGEMENT SERVICES						

Purchase Order	2024-00000033	Department	04 Finance	G/L Date	07/20/2023	Amount	25,000
Description	ERIN BAILEY - TO REPRESENT INDIGENT DEFENDANTS	Vendor	18315 - THE LAW OFFICE OF ERIN E BAILEY LLC	Deliver by Date	06/30/2024	Voided	
Type	Blanket		THE LAW OFFICE OF ERIN E BAILEY LLC	Printed Date	07/21/2023	Discounted	
Status	Open		407 CHURCH ST SUITE G	Completed Date		Expensed	16,500
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	07/30/2024	Remaining	8,500
Assigned To Buyer						Encumbered	8,500
Resolution Number	PROFESSIONAL SERVICES						

Purchase Order	2024-00000141	Department	04 Finance	G/L Date	10/11/2023	Amount	30,000
Description	SWIFTWATER STRATEGIES	Vendor	19509 - SWIFTWATER STRATEGIES LLC	Deliver by Date	06/24/2024	Voided	



Open Purchase Order Report

16.K.4

As of G/L Date 12/31/22

Report by Department - Purchase Order Number
Summary Listing

Department 04 Finance

Type	Standard	SWIFTWATER STRATEGIES LLC	Printed Date	10/11/2023	Discounted	
Status	Open ok	145 CULVER ROAD	Completed Date		Expensed	24,465
Bill To Location	P-04 - Finance	SUITE 160	Expiration Date	06/24/2024	Remaining	5,534
Assigned To Buyer		ROCHESTER, NY 14620			Encumbered	
Resolution Number	PROFESSIONAL SERVICES					

Purchase Order	2024-00000161	Department	04 Finance	G/L Date	11/13/2023	Amount	41,400
Description	STATEWIDE - CITY WIDE CAMERAS	Vendor	16313 - STATEWIDE SECURITY SYSTEMS INC	Deliver by Date	06/30/2024	Voided	
Type	Blanket		STATEWIDE SECURITY SYSTEMS INC	Printed Date	11/13/2023	Discounted	
Status	Open ok		3120 N BELTLINE BLVD SUITE 100	Completed Date		Expensed	24,150
Bill To Location	P-04 - Finance		COLUMBIA, SC 29204	Expiration Date	06/30/2024	Remaining	17,250
Assigned To Buyer					Encumbered	17,250	
Resolution Number	BLANKET - CITY WIDE CAMERAS						

Purchase Order	2024-00000174	Department	04 Finance	G/L Date	11/29/2023	Amount	155,000
Description	CITY HALL PROJECT MANAGEMENT SERVICES	Vendor	19520 - LCK, LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard		LCK, LLC	Printed Date	12/01/2023	Discounted	
Status	Open ok		PO BOX 11129	Completed Date		Expensed	
Bill To Location	P-04 - Finance		COLUMBIA, SC 29211	Expiration Date	06/30/2024	Remaining	155,000
Assigned To Buyer					Encumbered	155,000	
Resolution Number	CITY HALL PROJECT MANAGEMENT PROJ 2005						

Purchase Order	2024-00000183	Department	04 Finance	G/L Date	12/11/2023	Amount	15,688
Description	NAFECO - FIREFIGHTER TURNOUT GEAR	Vendor	4942 - NAFECO INC	Deliver by Date	05/31/2024	Voided	
Type	Standard		NAFECO INC	Printed Date	12/14/2023	Discounted	
Status	Open ok		1515 WEST MOULTON ST	Completed Date		Expensed	
Bill To Location	P-04 - Finance		DECATUR, AL 35601	Expiration Date	06/30/2024	Remaining	15,688
Assigned To Buyer					Encumbered	15,688	
Resolution Number	FIREFIGHTER TURN OUT GEAR						

Department 04 Finance Totals	Purchase Orders	6	Amount	\$337,088
			Voided	\$0
			Discounted	\$0
			Expensed	\$127,967
			Remaining	\$209,120
			Encumbered	\$203,585

Department 05 Police

Purchase Order	2024-00000006	Department	05 Police	G/L Date	07/03/2023	Amount	75,000
Description	SAINT FRANCES ANIMAL CENTER	Vendor	6700 - ST FRANCES ANIMAL CENTER	Deliver by Date	06/30/2024	Voided	
Type	Standard		ST FRANCES ANIMAL CENTER	Printed Date	07/10/2023	Discounted	
Status	Open ok		125 RIDGE ST	Completed Date		Expensed	37,500
Bill To Location	P-05 - Police		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	37,500.00



Open Purchase Order Report

16.K.4

As of G/L Date 12/31/22
Report by Department - Purchase Order Number
Summary Listing

Department 05 Police

Assigned To Buyer

Resolution Number CONTRACT SERVICES - ANIMAL CONTROL

Purchase Order

Description

Type

Status

Bill To Location

Assigned To Buyer

Resolution Number

2024-00000042

MOTOROLA - FY24 SCDPS SRO GRANT #SR-033-N2202-24

Standard

Open

P-04 - Finance

EQUIPMENT - HANDHELD RADIOS

Department

Vendor

05 Police

3613 - MOTOROLA SOLUTIONS INC

MOTOROLA SOLUTIONS INC

PO BOX 404059

ATLANTA, GA 30384-4059

G/L Date

Deliver by Date

Printed Date

Completed Date

Expiration Date

07/11/2023

10/31/2023

07/21/2023

11/30/2023

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

7,291

7,291

7,291

Purchase Order

Description

Type

Status

Bill To Location

Assigned To Buyer

Resolution Number

2024-00000043

MOTOROLA - FY24 SCDPS SRO GRANT #SR-033-N2202-24

Standard

Open

P-04 - Finance

EQUIPMENT - MOBILE RADIOS

Department

Vendor

05 Police

3613 - MOTOROLA SOLUTIONS INC

MOTOROLA SOLUTIONS INC

PO BOX 404059

ATLANTA, GA 30384-4059

G/L Date

Deliver by Date

Printed Date

Completed Date

Expiration Date

07/11/2023

10/31/2023

07/21/2023

11/30/2023

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

8,722

8,722

8,722

Purchase Order

Description

Type

Status

Bill To Location

Assigned To Buyer

Resolution Number

2024-00000050

VIC BAILEY FORD - POLICE DEPT ANIMAL CONTROL

Standard

Open

P-04 - Finance

REPLACES VEH #619

Department

Vendor

05 Police

745 - VIC BAILEY FORD INC

VIC BAILEY FORD INC

501 E DANIEL MORGAN

SPARTANBURG, SC 29304

G/L Date

Deliver by Date

Printed Date

Completed Date

Expiration Date

07/20/2023

10/30/2023

07/21/2023

11/30/2023

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

43,729

43,729

43,729

Purchase Order

Description

Type

Status

Bill To Location

Assigned To Buyer

Resolution Number

2024-00000054

LENSLOCK INC - EQUIPMENT

Standard

Open

P-04 - Finance

REPLACEMENT OF VEHICLES

Department

Vendor

05 Police

19359 - LENSLOCK INC

LENSLOCK INC

13125 DANIELSON ST #112

POWAY, CA 92064

G/L Date

Deliver by Date

Printed Date

Completed Date

Expiration Date

07/24/2023

10/30/2023

07/31/2023

11/30/2023

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

20,000

20,000

15,000

Purchase Order

Description

Type

Status

Bill To Location

Assigned To Buyer

Resolution Number

2024-00000055

K9 WORKING DOGS INTERNATIONAL

Standard

Complete

P-04 - Finance

Department

Vendor

05 Police

19450 - K9 WORKING DOGS INTERNATIONAL LLC

K9 WORKING DOGS INTERNATIONAL LLC

1245 TOWNSHIP ROAD 856

ASHLAND, OH 44805

G/L Date

Deliver by Date

Printed Date

Completed Date

Expiration Date

07/26/2023

10/30/2023

07/31/2023

01/04/2024

11/30/2023

Amount

Voided

Discounted

Expensed

Remaining

23,853

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Dev

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department **05 Police**

Assigned To Buyer

Resolution Number K9 WORKING DOGS

Encumbered 23,853

Purchase Order 2024-00000068

Description SC DJJ

Type Standard **ok**

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BLANKET - JUVENILE HOUSING

Department

Vendor

05 Police

4085 - SC DEPARTMENT OF JUVENILE JUSTICE

SC DEPARTMENT OF JUVENILE JUSTICE

P O BOX 21069

COLUMBIA, SC 29221

G/L Date 08/07/2023

Deliver by Date 06/30/2024

Printed Date 08/11/2023

Completed Date

Expiration Date 07/30/2024

Amount 10,000

Voided

Discounted

Expensed 1,550

Remaining 8,450

Encumbered 8,450

Purchase Order 2024-00000078

Description MOBILE COMMUNICATIONS - VEH #619

Type Standard **ok**

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number REPLACEMENT OF VEH #619

Department

Vendor

05 Police

18200 - MOBILE COMMUNICATIONS AMERICA INC

MOBILE COMMUNICATIONS AMERICA INC

DEPT #125

PO BOX 37904

CHARLOTTE, NC 28237-7904

G/L Date 08/15/2023

Deliver by Date 11/30/2023

Printed Date 08/21/2023

Completed Date

Expiration Date 12/31/2023

Amount 12,859

Voided

Discounted

Expensed

Remaining 12,859

Encumbered 12,859

Purchase Order 2024-00000172

Description MOBILE COMMUNICATIONS AMERICA INC -

Type Standard **ok**

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number VEHICLE UPGRADES

Department

Vendor

05 Police

18200 - MOBILE COMMUNICATIONS AMERICA INC

MOBILE COMMUNICATIONS AMERICA INC

DEPT #125

PO BOX 37904

CHARLOTTE, NC 28237-7904

G/L Date 11/21/2023

Deliver by Date 03/30/2024

Printed Date 11/27/2023

Completed Date

Expiration Date 06/30/2024

Amount 56,409

Voided

Discounted

Expensed

Remaining 56,409

Encumbered 56,409

Purchase Order 2024-00000189

Description LENSLOCK INC - BODY WORN CAMERAS

Type Standard **ok**

Status Complete

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BODY WORN CAMERAS

Department

Vendor

05 Police

19359 - LENSLOCK INC

LENSLOCK INC

13125 DANIELSON ST #112

POWAY, CA 92064

G/L Date 12/20/2023

Deliver by Date 03/30/2024

Printed Date 12/28/2023

Completed Date 01/04/2024

Expiration Date 06/30/2024

Amount 31,447

Voided

Discounted

Expensed

Remaining 31,447

Encumbered 31,447

Purchase Order 2024-00000190

Description LENSLOCK INC - IN CAR VIDEO CAMERAS

Type Standard **ok**

Status Complete

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number IN CAR VIDEO CAMERAS

Department

Vendor

05 Police

19359 - LENSLOCK INC

LENSLOCK INC

13125 DANIELSON ST #112

POWAY, CA 92064

G/L Date 12/20/2023

Deliver by Date 03/30/2024

Printed Date 12/28/2023

Completed Date 01/04/2024

Expiration Date 06/30/2024

Amount 62,401

Voided

Discounted

Expensed

Remaining 62,401

Encumbered 62,401



Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department 05 Police Totals		Purchase Orders	11	Amount	\$351,713
				Voided	\$0
				Discounted	\$0
				Expensed	\$59,050
				Remaining	\$174,961
				Encumbered	\$307,663
Department 09 Housing and Community Dev.					
Purchase Order	2024-00000146	Department	09 Housing and Community Dev.	G/L Date	10/12/2023
Description	TACTICAL PRESSURE WASHING - CHRISTMAS LIGHTS	Vendor	19510 - TACTICAL PRESSURE WASHING	Deliver by Date	11/30/2023
Type	Standard close manually		TACTICAL PRESSURE WASHING	Printed Date	10/13/2023
Status	Open		4375 CREPE MYRTLE CT	Completed Date	
Bill To Location	P-04 - Finance		UNIT H	Expiration Date	12/31/2023
Assigned To Buyer			MURRELLS INLET, SC 29576		
Resolution Number	CHRISTMAS LIGHTS				
Purchase Order	2024-00000147	Department	09 Housing and Community Dev.	G/L Date	09/15/2023
Description	SUMMIT ENGINEERING - CDBG GRANT #4-CE-20-007 - WEST END DEMO PRO	Vendor	19232 - SUMMIT ENGINEERING LABORATORY & TESTING INC	Deliver by Date	06/30/2024
Type	Standard ok		SUMMIT ENGINEERING LABORATORY & TESTING INC	Printed Date	10/19/2023
Status	Open		3575 CENTRE CIRCLE	Completed Date	
Bill To Location	P-04 - Finance		FORT MILL, SC 29715	Expiration Date	06/30/2024
Assigned To Buyer					
Resolution Number	WEST END NEIGHBORHOOD DEMO PROJECT - ASBESTOS TESTING				
Department 09 Housing and Community Dev. Totals		Purchase Orders	2	Amount	\$35,120
				Voided	\$0
				Discounted	\$0
				Expensed	\$29,550
				Remaining	\$5,570
				Encumbered	\$5,570
Department 11 Fire					
Purchase Order	2024-00000057	Department	11 Fire	G/L Date	07/26/2023
Description	COASTAL CHEVROLET - REPLACEMENT OF VEH #1131	Vendor	82 - COASTAL CHEVROLET/CADILLAC	Deliver by Date	09/30/2023
Type	Standard ok		COASTAL CHEVROLET/CADILLAC	Printed Date	07/31/2023
Status	Open		PO BOX 9	Completed Date	
Bill To Location	P-04 - Finance		PAWLEYS ISLAND, SC 29585	Expiration Date	10/30/2023
Assigned To Buyer					
Resolution Number	REPLACEMENT OF VEH #1131				

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department 11 Fire

Purchase Order 2024-00000065
Description MOTOROLA - FIRE DEPT
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PORTABLE AND IN-CAR RADIO REPLACEMENT

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

G/L Date	07/31/2023	Amount	49,778
Deliver by Date	12/31/2023	Voided	
Printed Date	08/11/2023	Discounted	
Completed Date		Expensed	
Expiration Date	01/30/2024	Remaining	49,778
		Encumbered	49,778

Purchase Order 2024-00000082
Description SCMIRF - MONTHLY DEDUCTIBLE FOR
PROPERTY/LIAB INS
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROPERTY INSURANCE

Department 11 Fire
Vendor 330 - SCMIRF
SCMIRF
SC MUNICIPAL INSURANCE RISK AND
FINANCING FUND
PO BOX 12220
COLUMBIA, SC 29211

G/L Date	08/11/2023	Amount	25,000
Deliver by Date	12/31/2023	Voided	
Printed Date	08/25/2023	Discounted	
Completed Date		Expensed	22,424
Expiration Date	06/30/2024	Remaining	2,575
		Encumbered	2,575

Purchase Order 2024-00000136
Description MOTOROLA - FIRE DEPT RADIOS
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number RADIOS

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

G/L Date	10/02/2023	Amount	12,804
Deliver by Date	12/23/2023	Voided	
Printed Date	10/06/2023	Discounted	
Completed Date		Expensed	
Expiration Date	12/31/2023	Remaining	12,804
		Encumbered	12,804

Purchase Order 2024-00000148
Description RHINEHART FIRE SERVICES - SCBA FOR FIRE
DEPT
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number SCBA COMPRESSOR REPLACEMENT

Department 11 Fire
Vendor 16567 - RHINEHART FIRE SERVICES
RHINEHART FIRE SERVICES
PO BOX 36
CANDLER, NC 28715

G/L Date	10/02/2023	Amount	67,146
Deliver by Date	12/31/2023	Voided	
Printed Date	10/19/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	67,146
		Encumbered	67,146

Department 11 Fire Totals	Purchase Orders	5	Amount	\$217,849
			Voided	\$0
			Discounted	\$0
			Expensed	\$22,424
			Remaining	\$195,425
			Encumbered	\$195,425

Department 12 Public Works

Purchase Order 2024-00000015

Department 12 Public Works

G/L Date	07/06/2023	Amount	12,990
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Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works									
Description	S & ME INC PROJ 1222	Vendor	1008 - S & ME INC	Deliver by Date	09/06/2023	Voided			
Type	Standard		S & ME INC	Printed Date	07/10/2023	Discounted			
Status	Open ok		PO BOX 277523	Completed Date		Expensed		1,277	
Bill To Location	P-04 - Finance		ATLANTA, GA 30384-7523	Expiration Date	12/31/2023	Remaining		11,712	
Assigned To Buyer						Encumbered		11,712	
Resolution Number	BOBBY ALFORD CONTINGENCY PROJ 1222								
Purchase Order	2024-00000030	Department	12 Public Works	G/L Date	07/12/2023	Amount		37,466	
Description	DESTINY BREE BUTLER	Vendor	19306 - DESTINY BREE BUTLER	Deliver by Date	08/30/2023	Voided			
Type	Standard		DESTINY BREE BUTLER	Printed Date	07/14/2023	Discounted			
Status	Open ok		DBA SONGBIRD NURSERY	Completed Date		Expensed		12,440	
Bill To Location	P-04 - Finance		1735 RICE STREET	Expiration Date	12/31/2023	Remaining		25,026	
Assigned To Buyer			GEORGETOWN, SC 29440			Encumbered		25,026	
Resolution Number	FLORAL INSTALLATION & MAINTENANCE								
Purchase Order	2024-00000034	Department	12 Public Works	G/L Date	07/12/2023	Amount		65,227	
Description	ARC - DUKE STREET YARD PROJ #2001	Vendor	18295 - ASSOCIATES ROOFING & CONSTRUCTION INC	Deliver by Date	08/30/2023	Voided			
Type	Standard		ASSOCIATES ROOFING & CONSTRUCTION INC	Printed Date	07/21/2023	Discounted			
Status	Open ok		1135 BURGESS RD	Completed Date		Expensed		52,319	
Bill To Location	P-04 - Finance		MURRELLS INLET, SC 29576	Expiration Date	09/30/2023	Remaining		12,908	
Assigned To Buyer						Encumbered		12,908	
Resolution Number	PROJ #2001								
Purchase Order	2024-00000039	Department	12 Public Works	G/L Date	07/17/2023	Amount		38,400	
Description	GEORGETOWN COUNTY BOARD OF DISABILITIES	Vendor	4200 - GEORGETOWN COUNTY BOARD OF DISABILITIES	Deliver by Date	06/30/2024	Voided			
Type	Standard		GEORGETOWN COUNTY BOARD OF	Printed Date	07/21/2023	Discounted			
Status	Open ok		& SPECIAL NEEDS	Completed Date		Expensed		16,004	
Bill To Location	P-04 - Finance		PO BOX 1471	Expiration Date	07/30/2024	Remaining		22,395	
Assigned To Buyer			GEORGETOWN, SC 29442			Encumbered		22,395	
Resolution Number	6 MONTH BLANKET								
Purchase Order	2024-00000051	Department	12 Public Works	G/L Date	07/17/2023	Amount		71,000	
Description	WRANGLER HOLDCO - DBA WASTE INDUSTRIES	Vendor	18736 - WRANGLER HOLDCO CORP	Deliver by Date	06/30/2024	Voided			
Type	Standard ok		WRANGLER HOLDCO CORP	Printed Date	07/21/2023	Discounted			
Status	Open		DBA WASTE INDUSTRIES LLC	Completed Date		Expensed		32,106	
Bill To Location	P-04 - Finance		A GFL ENVIRONMENTAL COMPANY	Expiration Date	07/30/2024	Remaining		38,893	
Assigned To Buyer			3301 BENSON DR SUITE 601			Encumbered		38,893	
Resolution Number	BLANKET FOR 12 MONTHS OF SERVICE		RALEIGH, NC 27609						
Purchase Order	2024-00000067	Department	12 Public Works	G/L Date	08/02/2023	Amount		31,662	



Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works

Description	RISE ABOVE CONSULTING - WAYFINDING SIGNS	Vendor	19441 - RISE ABOVE CONSULTING LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		RISE ABOVE CONSULTING LLC	Printed Date	08/11/2023	Discounted	
Status	Open		7171 BRYHAWKE CIRCLE	Completed Date		Expensed	15,805
Bill To Location	P-04 - Finance		SUITE 100	Expiration Date	07/30/2024	Remaining	7,735
Assigned To Buyer			NORTH CHARLESTON, SC 29418			Encumbered	3,919
Resolution Number	WAYFINDING SIGNS						
Purchase Order	2024-00000075	Department	12 Public Works	G/L Date	07/27/2023	Amount	80,708
Description	KISHA GAMBLE - DBA RANDOLPHS KRAZY KLEANING	Vendor	19431 - KISHA GAMBLE	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		KISHA GAMBLE	Printed Date	08/21/2023	Discounted	
Status	Open		DBA RANDOLPH KRAZY KLEANING SERVICES LLC	Completed Date		Expensed	30,848
Bill To Location	P-04 - Finance		793 SOUTH SANTEE RD	Expiration Date	07/30/2024	Remaining	49,860
Assigned To Buyer			MC CLELLANVILLE, SC 29458			Encumbered	
Resolution Number	JANITORIAL SERVICES						
Purchase Order	2024-00000077	Department	12 Public Works	G/L Date	08/15/2023	Amount	7,200
Description	CINTAS - SAFETY BOOTS	Vendor	6945 - CINTAS CORPORATION	Deliver by Date	05/30/2024	Voided	
Type	Standard ok		CINTAS CORPORATION	Printed Date	08/21/2023	Discounted	
Status	Open		1359 CANNON ROAD	Completed Date		Expensed	2,012
Bill To Location	P-04 - Finance		MYRTLE BEACH, SC 29577	Expiration Date	06/30/2024	Remaining	5,187
Assigned To Buyer						Encumbered	5,187
Resolution Number	SAFETY BOOTS						
Purchase Order	2024-00000094	Department	12 Public Works	G/L Date	07/17/2023	Amount	5,090
Description	ASSOCIATES ROOFING & CONSTRUCTION INC - PROJ #1230	Vendor	18295 - ASSOCIATES ROOFING & CONSTRUCTION INC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		ASSOCIATES ROOFING & CONSTRUCTION INC	Printed Date	09/08/2023	Discounted	
Status	Open		1135 BURGESS RD	Completed Date		Expensed	2,166
Bill To Location	P-04 - Finance		MURRELLS INLET, SC 29576	Expiration Date	06/30/2024	Remaining	2,923
Assigned To Buyer						Encumbered	2,923
Resolution Number	EAST BAY PARK PUBLIC BOAT LANDING IMPROVEMENT PROJ #1230						
Purchase Order	2024-00000095	Department	12 Public Works	G/L Date	07/17/2023	Amount	13,949
Description	ROSENBLUM COE - EBP BOBBY ALFORD BLDG PROJ #1222 - CV1-019	Vendor	18750 - ROSENBLUM COE ARCHITECTS INC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		ROSENBLUM COE ARCHITECTS INC	Printed Date	09/08/2023	Discounted	
Status	Open		1643 MEANS ST	Completed Date		Expensed	9,473
Bill To Location	P-04 - Finance		CHARLESTON, SC 29412	Expiration Date	06/30/2024	Remaining	4,475
Assigned To Buyer						Encumbered	4,475
Resolution Number	EAST BAY PARK IMPROVEMENTS - BOBBY ALFORD BLDG PROJ #1222						



Open Purchase Order Report

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Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works							
Purchase Order	2024-00000096	Department	12 Public Works	G/L Date	07/17/2023	Amount	285,483
Description	AMICK EQUIPMENT - REPLACEMENT OF GARBAGE TRUCK #1305	Vendor	19 - AMICK EQUIPMENT COMPANY INC	Deliver by Date	12/31/2023	Voided	
Type	Standard ok		AMICK EQUIPMENT COMPANY INC	Printed Date	09/08/2023	Discounted	
Status	Open		PO BOX 1965	Completed Date		Expensed	
Bill To Location	P-04 - Finance		LEXINGTON, SC 29071	Expiration Date	06/30/2024	Remaining	285,483
Assigned To Buyer						Encumbered	285,483
Resolution Number	REPLACEMENT OF GARBAGE TRUCK #1305						
Purchase Order	2024-00000098	Department	12 Public Works	G/L Date	07/17/2023	Amount	28,400
Description	CAGLE CONSULTING - GILBERT, HAWKINS, BUTT ST SIDEWALK PROJ #1236	Vendor	17829 - CAGLE CONSULTING ENGINEERS LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard		CAGLE CONSULTING ENGINEERS LLC	Printed Date	09/08/2023	Discounted	
Status	Open ok		181 E EVANS ST SUITE E2	Completed Date		Expensed	19,000
Bill To Location	P-04 - Finance		FLORENCE, SC 29508	Expiration Date	06/30/2024	Remaining	9,400
Assigned To Buyer						Encumbered	9,400
Resolution Number	PROJ #1236						
Purchase Order	2024-00000099	Department	12 Public Works	G/L Date	07/17/2023	Amount	15,430
Description	HANNA ENGINEERING - PROJ #2402 - CDGB #4-SP-22-004	Vendor	18731 - HANNA ENGINEERING LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		HANNA ENGINEERING LLC	Printed Date	09/08/2023	Discounted	
Status	Open		2412 PISGAH RD	Completed Date		Expensed	1,130
Bill To Location	P-04 - Finance		FLORENCE, SC 29501	Expiration Date	06/30/2024	Remaining	14,300
Assigned To Buyer						Encumbered	14,300
Resolution Number	PROJ #2402 - CDGB #4-SP-22-004 CLELAND ST PARKING LOT						
Purchase Order	2024-00000101	Department	12 Public Works	G/L Date	07/17/2023	Amount	875,951
Description	PYRAMID CONTRACTING - PROJ 1222	Vendor	19376 - PYRAMID CONTRACTING	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		PYRAMID CONTRACTING	Printed Date	09/08/2023	Discounted	
Status	Open		951 WESTERN LANE	Completed Date		Expensed	
Bill To Location	P-04 - Finance		IRMO, SC 29063	Expiration Date	06/30/2024	Remaining	875,951
Assigned To Buyer						Encumbered	875,951
Resolution Number	EAST BAY PARK - BOBBY ALFORD PAVILLION PROJ #1222						
Purchase Order	2024-00000102	Department	12 Public Works	G/L Date	07/19/2023	Amount	25,000
Description	ROWE PROFESSIONAL SERVICE - PROJECT #2403	Vendor	18619 - ROWE PROFESSIONAL SERVICES COMPANY	Deliver by Date	12/30/2023	Voided	
Type	Standard ok		ROWE PROFESSIONAL SERVICES COMPANY	Printed Date	09/08/2023	Discounted	
Status	Open		540 S SAGINAW ST STE 200	Completed Date		Expensed	4,200
Bill To Location	P-04 - Finance		FLINT, MI 48502	Expiration Date	06/30/2024	Remaining	20,800
Assigned To Buyer						Encumbered	20,800.00



Open Purchase Order Report

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As of G/L Date 12/31/23
Report by Department - Purchase Order Number
Summary Listing

Department **12 Public Works**

Resolution Number HOWARD SCHOOL PARK PROJECT #2403

Purchase Order 2024-00000103
Description GREENBERG FARROW ARCH - PROJ #2403
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number HOWARD SCHOOL PARK PROJ #2403

Department 12 Public Works
Vendor 19433 - GREENBERG FARROW ARCHITECTURE INC
GREENBERG FARROW ARCHITECTURE INC
DBA SGA NW, A GF DESIGN COMPANY
1230 PEACHTREE ST NE SUITE 2900
ATLANTA, GA 30309

G/L Date 07/19/2023 Amount 31,025
Deliver by Date 06/30/2024 Voided
Printed Date 09/08/2023 Discounted
Completed Date Expensed 3,724
Expiration Date 06/30/2024 Remaining 27,300
Encumbered 27,300

Purchase Order 2024-00000160
Description MEGA SIGN LLC - PORTABLE LED DISPLAY
SINGLE SIDED MESSAGE BOARD
Type Standard
Status Open **ok**
Bill To Location P-12 - Public Works
Assigned To Buyer
Resolution Number MESSAGE BOARD

Department 12 Public Works
Vendor 19516 - MEGA SIGN INC.
DBA MEGA LED TECHNOLOGY
2601 PINWOOD DR
GRAND PRAIRIE, TX 75051

G/L Date 11/01/2023 Amount 25,968
Deliver by Date 12/31/2023 Voided
Printed Date 11/03/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 25,968
Encumbered 25,968

Purchase Order 2024-00000163
Description ANIXTER POWER SOLUTIONS INC
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number AUTOMATIC DOOR LOCKS & SOFTWARE

Department 12 Public Works
Vendor 4559 - ANIXTER INC
ANIXTER POWER SOLUTIONS LLC
801 PULASKI STREET
COLUMBIA, SC 29201

G/L Date 11/07/2023 Amount 5,594
Deliver by Date 12/31/2023 Voided
Printed Date 11/13/2023 Discounted
Completed Date Expensed 2,403
Expiration Date 06/30/2024 Remaining 3,191
Encumbered 3,191

Purchase Order 2024-00000166
Description S&ME INC - PROJ #1222
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJ #1222

Department 12 Public Works
Vendor 17878 - S&ME INC
S&ME INC
1330 HIGHWAY 501 BUSINESS
CONWAY, SC 29526

G/L Date 11/13/2023 Amount 14,250
Deliver by Date 01/30/2024 Voided
Printed Date 11/16/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 14,250
Encumbered 14,250

Purchase Order 2024-00000176
Description AMICK EQUIPMENT - QTY 450 ROLL OUT CARTS
FOR COMMERCIAL DISTRICT
Type Standard
Status Open **ok**
Bill To Location P-12 - Public Works
Assigned To Buyer
Resolution Number ROLL OUT CARTS

Department 12 Public Works
Vendor 19 - AMICK EQUIPMENT COMPANY INC
AMICK EQUIPMENT COMPANY INC
PO BOX 1965
LEXINGTON, SC 29071

G/L Date 11/27/2023 Amount 34,836
Deliver by Date 03/30/2024 Voided
Printed Date 12/01/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 34,836
Encumbered 34,836



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Summary Listing

Department 12 Public Works

Purchase Order	2024-00000177	Department	12 Public Works	G/L Date	11/27/2023	Amount	31,977
Description	THE CART GUY - QTY 450 ROLL OUT CARTS FOR RESIDENTIAL CUST.	Vendor	18827 - THE CART GUY LLC	Deliver by Date	03/30/2024	Voided	
Type	Standard		THE CART GUY LLC	Printed Date	12/01/2023	Discounted	
Status	Open		2929 N 215TH ST W	Completed Date		Expensed	
Bill To Location	P-12 - Public Works		COLWICH, KS 67030	Expiration Date	06/30/2024	Remaining	31,977
Assigned To Buyer						Encumbered	31,977
Resolution Number	ROLL OUT CARTS						

Purchase Order	2024-00000179	Department	12 Public Works	G/L Date	12/06/2023	Amount	12,037
Description	PACH2 GROUP LLC - BOTTLE WATER FOUNTAINS FOR CITY PARKS	Vendor	19522 - PACH2 GROUP LLC	Deliver by Date	01/31/2024	Voided	
Type	Standard		PACH2 GROUP LLC	Printed Date	12/07/2023	Discounted	
Status	Open		DBA PLUMBER'S PARADISE	Completed Date		Expensed	
Bill To Location	P-04 - Finance		4611 MONTIBELLO DR	Expiration Date	06/30/2024	Remaining	12,037
Assigned To Buyer			CHARLOTTE, NC 28226			Encumbered	12,037
Resolution Number	WATER FOUNTAINS						

Department 12 Public Works Totals	Purchase Orders	22	Amount	\$1,749,647
			Voided	\$0
			Discounted	\$0
			Expensed	\$204,912
			Remaining	\$1,536,613
			Encumbered	\$1,482,937

Department 19 Electric

Purchase Order	2024-00000018	Department	19 Electric	G/L Date	07/05/2023	Amount	75,000
Description	BORDER STATES INDUSTRIES	Vendor	18809 - BORDER STATES INDUSTRIES INC	Deliver by Date	06/30/2024	Voided	
Type	Blanket		BORDER STATES INDUSTRIES INC	Printed Date	07/14/2023	Discounted	
Status	Open		PO BOX 603585	Completed Date		Expensed	68,530
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28260-3585	Expiration Date	06/30/2024	Remaining	6,469
Assigned To Buyer						Encumbered	
Resolution Number	BLANKET INVENTORY MATERIALS						

Purchase Order	2024-00000019	Department	19 Electric	G/L Date	07/05/2023	Amount	75,000
Description	LINE EQUIPMENT SALES CO INC	Vendor	8540 - LINE EQUIPMENT SALES CO INC	Deliver by Date	06/30/2024	Voided	
Type	Blanket		LINE EQUIPMENT SALES CO INC	Printed Date	07/14/2023	Discounted	
Status	Open		ELECTRIC UTILITY SUPPLY LTD	Completed Date		Expensed	49,106
Bill To Location	P-04 - Finance		PO BOX 3269	Expiration Date	06/30/2024	Remaining	25,893
Assigned To Buyer			WEST COLUMBIA, SC 29171-3269			Encumbered	
Resolution Number	BLANKET - INVENTORY MATERIALS						



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Summary Listing

Department 19 Electric

Purchase Order 2024-00000020
Description WESCO DISTRIBUTION INC
Type Blanket **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - INVENTORY MATERIALS

Department 19 Electric
Vendor 367 - WESCO DISTRIBUTION INC
WESCO DISTRIBUTION INC
1050 CHRIS CIRCLE
WEST COLUMBIA, SC 29170

G/L Date	07/05/2023	Amount	25,000
Deliver by Date	06/30/2024	Voided	
Printed Date	07/14/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	25,000
		Encumbered	

Purchase Order 2024-00000021
Description CANNON TECHNOLOGIES - METERS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Department 19 Electric
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date	07/05/2023	Amount	22,611
Deliver by Date	06/30/2024	Voided	
Printed Date	07/14/2023	Discounted	
Completed Date		Expensed	19,800
Expiration Date	06/30/2024	Remaining	2,811
		Encumbered	

Purchase Order 2024-00000023
Description UTILITY TRANSFORMER BROKERS
Type Blanket **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Department 19 Electric
Vendor 19316 - UTILITY TRANSFORMER BROKERS LLC
UTILITY TRANSFORMER BROKERS LLC
PO BOX 535
SANTAQUIN, UT 84655

G/L Date	07/05/2023	Amount	75,000
Deliver by Date	06/30/2024	Voided	
Printed Date	07/14/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	75,000
		Encumbered	

Purchase Order 2024-00000024
Description UTILITY TRANSFORMER BROKERS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Department 19 Electric
Vendor 19316 - UTILITY TRANSFORMER BROKERS LLC
UTILITY TRANSFORMER BROKERS LLC
PO BOX 535
SANTAQUIN, UT 84655

G/L Date	07/05/2023	Amount	69,200
Deliver by Date	06/30/2024	Voided	
Printed Date	07/14/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	69,200
		Encumbered	

Purchase Order 2024-00000025
Description COASTAL STRUCTURES - CONTRACTING OF
EMPLOYEE
Type Blanket **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

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

G/L Date	07/05/2023	Amount	65,000
Deliver by Date	06/30/2024	Voided	
Printed Date	07/14/2023	Discounted	
Completed Date		Expensed	22,500
Expiration Date	06/30/2024	Remaining	42,500
		Encumbered	42,500

Purchase Order 2024-00000027
Description SUNBELT SOLOMON SERVICES

Department 19 Electric
Vendor 19074 - SUNBELT SOLOMON SERVICES LLC

G/L Date	07/07/2023	Amount	75,000
Deliver by Date	06/30/2024	Voided	



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Report by Department - Purchase Order Number
Summary Listing

Department **19 Electric**

Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - SOLE SOURCE

SUNBELT SOLOMON SERVICES LLC
PO BOX 245
SOLOMON, KS 67480

Printed Date 07/14/2023
Completed Date
Expiration Date 06/30/2024
Discounted Expensed
Remaining Encumbered 75,000

Purchase Order 2024-00000072
Description SUMTER UTILITIES
Type Blanket
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number ELECTRIC DISTRIBUTION CONTRACTOR - LINE CREW ASSISTANCE

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

G/L Date 07/26/2023
Deliver by Date 06/30/2024
Printed Date 08/11/2023
Completed Date
Expiration Date 07/30/2024
Amount Voided
Discounted Expensed 199,059
Remaining Encumbered 245,940

Purchase Order 2024-00000089
Description SUNBELT SOLOMON SERVICES
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - SOLE SOURCE

Department Vendor 19 Electric
19074 - SUNBELT SOLOMON SERVICES LLC
SUNBELT SOLOMON SERVICES LLC
PO BOX 245
SOLOMON, KS 67480

G/L Date 08/23/2023
Deliver by Date 06/30/2024
Printed Date 09/01/2023
Completed Date
Expiration Date 06/30/2024
Amount Voided
Discounted Expensed 75,000
Remaining Encumbered

Purchase Order 2024-00000090
Description BORDER STATES INDUSTRIES
Type Blanket
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET INVENTORY MATERIALS

Department Vendor 19 Electric
18809 - BORDER STATES INDUSTRIES INC
BORDER STATES INDUSTRIES INC
PO BOX 603585
CHARLOTTE, NC 28260-3585

G/L Date 08/24/2023
Deliver by Date 06/30/2024
Printed Date 09/01/2023
Completed Date
Expiration Date 06/30/2024
Amount Voided
Discounted Expensed 75,000
Remaining Encumbered

Purchase Order 2024-00000113
Description XYLEM INC
Type Blanket
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number TREE CREW SERVICES CONTRACT LABOR

Department Vendor 19 Electric
19243 - XYLEM INC
XYLEM INC
208 E PLUME ST SUITE 250
NORFOLK, VA 23510

G/L Date 08/16/2023
Deliver by Date 06/30/2024
Printed Date 09/08/2023
Completed Date
Expiration Date 06/30/2024
Amount Voided
Discounted Expensed 34,761
Remaining Encumbered 90,239

Purchase Order 2024-00000124
Description UTILITY TECHNOLOGY - PROJ 1927

Department Vendor 19 Electric
6254 - UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC

G/L Date 07/10/2023
Deliver by Date 06/30/2024
Amount Voided 45,839

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



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Summary Listing

Department	19 Electric								
Type	Blanket	ok	UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	Printed Date	09/15/2023	Discounted			
Status	Open		DBA UTILITY TECHNOLOGY	Completed Date		Expensed			
Bill To Location	P-04 - Finance		147 DUBLIN SQUARE RD	Expiration Date	06/30/2024	Remaining	45,839		
Assigned To Buyer			ASHEBORO, NC 27203			Encumbered	45,839		
Resolution Number	PROFESSIONAL SERVICES								
Purchase Order	2024-00000128	Department	19 Electric	G/L Date	09/14/2023	Amount	24,750		
Description	CANNON TECHNOLOGIES - METER INVENTORY	Vendor	16312 - CANNON TECHNOLOGIES INC	Deliver by Date	03/31/2024	Voided			
Type	Standard		CANNON TECHNOLOGIES INC	Printed Date	09/22/2023	Discounted			
Status	Open	ok	DBA EATON CORP	Completed Date		Expensed			
Bill To Location	P-04 - Finance		28370 NETWORK PLACE	Expiration Date	06/30/2024	Remaining	24,750		
Assigned To Buyer			CHICAGO, IL 60673-1283			Encumbered			
Resolution Number	INVENTORY								
Purchase Order	2024-00000138	Department	19 Electric	G/L Date	10/03/2023	Amount	43,749		
Description	LINE EQUIPMENT - PROJ 1927	Vendor	8540 - LINE EQUIPMENT SALES CO INC	Deliver by Date	06/30/2024	Voided			
Type	Standard		LINE EQUIPMENT SALES CO INC	Printed Date	10/06/2023	Discounted			
Status	Open	ok	ELECTRIC UTILITY SUPPLY LTD	Completed Date		Expensed			
Bill To Location	P-04 - Finance		PO BOX 3269	Expiration Date	06/30/2024	Remaining	43,749		
Assigned To Buyer			WEST COLUMBIA, SC 29171-3269			Encumbered	43,749		
Resolution Number	MATERIALS FOR FRONT ST UG UPGRADE PROJ 1927								
Purchase Order	2024-00000139	Department	19 Electric	G/L Date	10/03/2023	Amount	19,458		
Description	LINE EQUIPMENT - INVENTORY	Vendor	8540 - LINE EQUIPMENT SALES CO INC	Deliver by Date	06/30/2024	Voided			
Type	Standard		LINE EQUIPMENT SALES CO INC	Printed Date	10/06/2023	Discounted			
Status	Open	ok	ELECTRIC UTILITY SUPPLY LTD	Completed Date		Expensed			
Bill To Location	P-04 - Finance		PO BOX 3269	Expiration Date	06/30/2024	Remaining	19,458		
Assigned To Buyer			WEST COLUMBIA, SC 29171-3269			Encumbered			
Resolution Number	INVENTORY								
Purchase Order	2024-00000140	Department	19 Electric	G/L Date	10/03/2023	Amount	31,613		
Description	BORDER STATES INDUSTRIES - INVENTORY	Vendor	18809 - BORDER STATES INDUSTRIES INC	Deliver by Date	06/30/2024	Voided			
Type	Standard		BORDER STATES INDUSTRIES INC	Printed Date	10/06/2023	Discounted			
Status	Open	ok	PO BOX 603585	Completed Date		Expensed	31,457		
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28260-3585	Expiration Date	06/30/2024	Remaining	3,810		
Assigned To Buyer						Encumbered			
Resolution Number	INVENTORY ITEMS								
Purchase Order	2024-00000142	Department	19 Electric	G/L Date	10/09/2023	Amount	26,009		
Description	COLONIAL OIL INDUSTRIES - DIESEL FUEL FOR GENERATORS	Vendor	18729 - COLONIAL OIL INDUSTRIES INC	Deliver by Date	06/30/2024	Voided			



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Report by Department - Purchase Order Number
Summary Listing

Department **19 Electric**

Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number FUEL FOR GENERATORS

COLONIAL OIL INDUSTRIES INC
PO BOX 576
SAVANNAH, GA 31402-0576

Printed Date 10/13/2023
Completed Date
Expiration Date 06/30/2024
Discounted
Expensed 26,009
Remaining
Encumbered

Purchase Order 2024-00000144
Description DISPLAY SALES - DECORATIVE POLES
Type Standard
Status Open **close manually**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number DECORATIVE POLES

Department 19 Electric
Vendor 1168 - DISPLAY SALES
DISPLAY SALES
10925 NESBIT AVE S
BLOOMINGTON, MN 55437

G/L Date 10/11/2023
Deliver by Date 06/30/2024
Printed Date 10/13/2023
Completed Date
Expiration Date 06/30/2024
Amount 5,910
Voided
Discounted
Expensed 5,576
Remaining 334
Encumbered 334

Purchase Order 2024-00000152
Description SUMTER UTILITIES - PROJ 1927
Type Blanket
Status Open **ok**
Bill To Location P-19 - Electric
Assigned To Buyer
Resolution Number FRONT ST UNDERGROUND UPGRADE - PROJ 1927

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

G/L Date 10/24/2023
Deliver by Date 06/30/2024
Printed Date 10/26/2023
Completed Date
Expiration Date 06/30/2024
Amount 688,931
Voided
Discounted
Expensed
Remaining 688,931
Encumbered 688,931

Purchase Order 2024-00000181
Description CANNON TECHNOLOGIES INC - METERS
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number METERS

Department 19 Electric
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date 12/05/2023
Deliver by Date 05/03/2024
Printed Date 12/14/2023
Completed Date
Expiration Date 06/30/2024
Amount 30,100
Voided
Discounted
Expensed
Remaining 30,100
Encumbered

Purchase Order 2024-00000187
Description CANNON TECHNOLOGIES INC - ANNUAL SUPPORT FEE
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number ANNUAL YUKON SUPPORT FEES

Department 19 Electric
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date 12/19/2023
Deliver by Date 06/30/2024
Printed Date 12/28/2023
Completed Date
Expiration Date 06/30/2024
Amount 10,853
Voided
Discounted
Expensed
Remaining 10,853
Encumbered 10,853

Purchase Order 2024-00000188
Description COLONIAL OIL INDUSTRIES - DIESEL FUEL FOR GENERATORS

Department 19 Electric
Vendor 18729 - COLONIAL OIL INDUSTRIES INC

G/L Date 12/19/2023
Deliver by Date 06/30/2024
Amount 20,647
Voided



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Department 19 Electric

Type	Standard	ok	COLONIAL OIL INDUSTRIES INC	Printed Date	12/28/2023	Discounted	
Status	Open		PO BOX 576	Completed Date		Expensed	
Bill To Location	P-04 - Finance		SAVANNAH, GA 31402-0576	Expiration Date	06/30/2024	Remaining	20,647
Assigned To Buyer						Encumbered	20,647
Resolution Number	DIESEL FUEL						

Department 19 Electric Totals	Purchase Orders	23	Amount	\$2,149,675
			Voided	\$0
			Discounted	\$0
			Expensed	\$456,800
			Remaining	\$1,696,529
			Encumbered	\$1,189,035

Department 21 G & A

Purchase Order	2024-00000008	Department	21 G & A	G/L Date	07/05/2023	Amount	75,000
Description	JONES CHEMICALS	Vendor	9909 - JONES CHEMICALS INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		JCI JONES CHEMICALS INC	Printed Date	07/10/2023	Discounted	
Status	Open		PO BOX 748240	Completed Date		Expensed	31,357
Bill To Location	P-04 - Finance		ATLANTA, GA 30374-8240	Expiration Date	06/30/2024	Remaining	43,642
Assigned To Buyer						Encumbered	43,642
Resolution Number	BLANKET - CHOLRINE FOR WWTP						

Purchase Order	2024-00000011	Department	21 G & A	G/L Date	07/05/2023	Amount	25,000
Description	JONES CHEMICALS	Vendor	9909 - JONES CHEMICALS INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		JCI JONES CHEMICALS INC	Printed Date	07/10/2023	Discounted	
Status	Open		PO BOX 748240	Completed Date		Expensed	11,041
Bill To Location	P-04 - Finance		ATLANTA, GA 30374-8240	Expiration Date	06/30/2024	Remaining	13,958
Assigned To Buyer						Encumbered	13,958
Resolution Number	BLANKET - CHLORINE FOR WTP						

Purchase Order	2024-00000032	Department	21 G & A	G/L Date	07/14/2023	Amount	9,000
Description	G3 ENGINEERING & SURVEYING LLC - ALTA SURVEY	Vendor	19372 - G3 ENGINEERING & SURVEYING LLC	Deliver by Date		Voided	
Type	Standard		G3 ENGINEERING & SURVEYING LLC	Printed Date	07/14/2023	Discounted	
Status	Open		24 COMMERCE DR	Completed Date		Expensed	
Bill To Location	P-04 - Finance		PAWLEYS ISLAND, SC 29585	Expiration Date	12/31/2023	Remaining	9,000
Assigned To Buyer						Encumbered	9,000
Resolution Number	PROFESSIONAL SERVICES						

Purchase Order	2024-00000041	Department	21 G & A	G/L Date	07/17/2023	Amount	25,000
Description	INDUSTRIAL REWINDING - WWTP 32.34	Vendor	1128 - INDUSTRIAL REWINDING INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		INDUSTRIAL REWINDING INC	Printed Date	07/21/2023	Discounted	
Status	Open		PO BOX 3442	Completed Date		Expensed	10,559,000



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Department 21 G & A

Bill To Location	P-04 - Finance	MYRTLE BEACH , SC 29578	Expiration Date	07/30/2024	Remaining	14,440	
Assigned To Buyer					Encumbered	14,440	
Resolution Number	BLANKET - ELECTRIC MOTOR REPAIRS - WWTP 32.34						
Purchase Order	2024-00000047	Department	21 G & A	G/L Date	07/17/2023	Amount	10,000
Description	THOMAS SUPPLY - ELECTRICAL WIRE	Vendor	356 - THOMAS SUPPLY CO INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		THOMAS SUPPLY CO INC	Printed Date	07/21/2023	Discounted	
Status	Open		PO BOX 610	Completed Date		Expensed	2,740
Bill To Location	P-04 - Finance		MARION, SC 29571	Expiration Date	07/30/2024	Remaining	7,259
Assigned To Buyer					Encumbered	7,259	
Resolution Number	SUPPLIES - ELECTRICAL WIRE						
Purchase Order	2024-00000071	Department	21 G & A	G/L Date	07/31/2023	Amount	27,000
Description	STONE CONSTRUCTION	Vendor	9046 - STONE CONSTRUCTION	Deliver by Date	06/30/2024	Voided	
Type	Blanket		STONE CONSTRUCTION	Printed Date	08/11/2023	Discounted	
Status	Open		11191 GAPWAY RD	Completed Date		Expensed	750
Bill To Location	P-04 - Finance		ANDREWS, SC 29510	Expiration Date	07/30/2024	Remaining	26,250
Assigned To Buyer					Encumbered	26,250	
Resolution Number	BLANKET - SOLE SOURCE						
Purchase Order	2024-00000076	Department	21 G & A	G/L Date	08/14/2023	Amount	25,000
Description	COASTAL ASPHALT - WATER	Vendor	15796 - COASTAL ASPHALT LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard		COASTAL ASPHALT LLC	Printed Date	08/21/2023	Discounted	
Status	Open		2142 WINBURN ST	Completed Date		Expensed	2,454
Bill To Location	P-04 - Finance		CONWAY, SC 29527	Expiration Date	07/31/2024	Remaining	22,546
Assigned To Buyer					Encumbered	22,546	
Resolution Number	BLANKET - ANNUAL CITYWIDE ASPHALT PAVING SERVICES						
Purchase Order	2024-00000085	Department	21 G & A	G/L Date	08/15/2023	Amount	5,223,180
Description	CONSENSUS CONSTRUCTION & CONSULTING - PROJ #1606	Vendor	16490 - CONSENSUS CONSTRUCTION & CONSULTING INC	Deliver by Date	08/30/2024	Voided	
Type	Standard		CONSENSUS CONSTRUCTION & CONSULTING INC	Printed Date	09/01/2023	Discounted	
Status	Open		4722-A HWY 17 BY PASS SOUTH	Completed Date		Expensed	263,924
Bill To Location	P-04 - Finance		MYRTLE BEACH, SC 29588	Expiration Date	06/30/2024	Remaining	4,959,256
Assigned To Buyer					Encumbered	4,959,256	
Resolution Number	WTP CONSTRUCTION - EDA GRANT NO 04-79-07777						
Purchase Order	2024-00000093	Department	21 G & A	G/L Date	07/07/2023	Amount	160,773
Description	CITI INC - WTP SCADA SYSTEM - ARPA	Vendor	19356 - CITI INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		CITI INC	Printed Date	09/08/2023	Discounted	



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Department 21 G & A							
Status	Open		4030 YANCEY RD	Completed Date		Expensed	69,838
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28217	Expiration Date	06/30/2024	Remaining	90,934
Assigned To Buyer						Encumbered	90,934
Resolution Number	WTP SCADA SYSTEM - ARPA						
Purchase Order	2024-00000104	Department	21 G & A	G/L Date	07/25/2023	Amount	864,236
Description	ASSOCIATES ROOFING & CONST - PROJ #1515 - CDGG #4-CI-21-008	Vendor	18295 - ASSOCIATES ROOFING & CONSTRUCTION INC	Deliver by Date	06/30/2024	Voided	
Type	Standard		ASSOCIATES ROOFING & CONSTRUCTION INC	Printed Date	09/08/2023	Discounted	
Status	Open ok		1135 BURGESS RD	Completed Date		Expensed	278,064
Bill To Location	P-04 - Finance		MURRELLS INLET, SC 29576	Expiration Date	06/30/2024	Remaining	586,172
Assigned To Buyer						Encumbered	586,172
Resolution Number	PROJ #1515 - CDGG #4-CI-21-008						
Purchase Order	2024-00000105	Department	21 G & A	G/L Date	07/25/2023	Amount	44,590
Description	G3 ENGINEERING & SURVEYING LLC - PROJ 1516 - ARPA	Vendor	19372 - G3 ENGINEERING & SURVEYING LLC	Deliver by Date	06/30/2024	Voided	
Type	Standard		G3 ENGINEERING & SURVEYING LLC	Printed Date	09/08/2023	Discounted	
Status	Open ok		24 COMMERCE DR	Completed Date		Expensed	34,909
Bill To Location	P-04 - Finance		PAWLEYS ISLAND, SC 29585	Expiration Date	06/30/2024	Remaining	9,681
Assigned To Buyer						Encumbered	9,681
Resolution Number	PROJ #1516						
Purchase Order	2024-00000106	Department	21 G & A	G/L Date	07/25/2023	Amount	13,537
Description	ROWE PROFESSIONAL SERVICE - PROJECT #1517	Vendor	18619 - ROWE PROFESSIONAL SERVICES COMPANY	Deliver by Date	06/30/2024	Voided	
Type	Standard		ROWE PROFESSIONAL SERVICES COMPANY	Printed Date	09/08/2023	Discounted	
Status	Open		540 S SAGINAW ST STE 200	Completed Date		Expensed	1,805
Bill To Location	P-04 - Finance		FLINT, MI 48502	Expiration Date	06/30/2024	Remaining	11,732
Assigned To Buyer						Encumbered	11,732
Resolution Number	PROJECT #1517						
Purchase Order	2024-00000107	Department	21 G & A	G/L Date	07/25/2023	Amount	13,537
Description	ROWE PROFESSIONAL SERVICE - PROJECT #1817	Vendor	18619 - ROWE PROFESSIONAL SERVICES COMPANY	Deliver by Date	12/31/2023	Voided	
Type	Standard		ROWE PROFESSIONAL SERVICES COMPANY	Printed Date	09/08/2023	Discounted	
Status	Open ok		540 S SAGINAW ST STE 200	Completed Date		Expensed	
Bill To Location	P-04 - Finance		FLINT, MI 48502	Expiration Date	06/30/2024	Remaining	13,537
Assigned To Buyer						Encumbered	13,537
Resolution Number	PROJECT #1817						
Purchase Order	2024-00000108	Department	21 G & A	G/L Date	07/25/2023	Amount	133,133
Description	WK DICKSON - PROJ #1606	Vendor	5417 - W K DICKSON & CO INC	Deliver by Date	12/31/2023	Voided	



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Department 21 G & A

Type	Standard	ok	W K DICKSON & CO INC	Printed Date	09/08/2023	Discounted	
Status	Open		PO BOX 36005	Completed Date		Expensed	11,109
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28236	Expiration Date	06/30/2024	Remaining	122,024
Assigned To Buyer						Encumbered	122,024
Resolution Number	PROJ #1606						

Purchase Order	2024-00000109	Department	21 G & A	G/L Date	07/31/2023	Amount	74,766
Description	WESTON & SAMPSON ENGINEERS INC PROJ #1818	Vendor	18055 - WESTON & SAMPSON ENGINEERS INC	Deliver by Date	12/31/2023	Voided	
Type	Standard			Printed Date	09/08/2023	Discounted	
Status	Open		WESTON & SAMPSON ENGINEERS INC	Completed Date		Expensed	47,836
Bill To Location	P-04 - Finance		5 CENTENNIAL DR	Expiration Date	06/30/2024	Remaining	26,930
Assigned To Buyer			PEABODY, MA 01960			Encumbered	26,930
Resolution Number	SANITARY AND MH SURVEY PROJECT #1818 ARPA						

Purchase Order	2024-00000110	Department	21 G & A	G/L Date	07/31/2023	Amount	3,669
Description	LE WOOTEN & COMPANY - PROJ #1815	Vendor	18836 - L.E WOOTEN & COMPANY	Deliver by Date	12/31/2023	Voided	
Type	Standard		L.E WOOTEN & COMPANY	Printed Date	09/08/2023	Discounted	
Status	Open	ok	DBA THE WOOTEN COMPANY	Completed Date		Expensed	2,169
Bill To Location	P-04 - Finance		120 N BOYLAN AVENUE	Expiration Date	06/30/2024	Remaining	1,500
Assigned To Buyer			RALEIGH, NC 27603			Encumbered	1,500
Resolution Number	MARYVILLE SCHOOL LIFT STATION #16 PROJ #1815						

Purchase Order	2024-00000115	Department	21 G & A	G/L Date	08/21/2023	Amount	215,862
Description	MELTON ELECTRIC - PUMP STATION GENERATORS	Vendor	18607 - MELTON ELECTRIC CO INC	Deliver by Date	06/30/2024	Voided	
Type	Standard	ok		Printed Date	09/08/2023	Discounted	
Status	Open		MELTON ELECTRIC CO INC	Completed Date		Expensed	
Bill To Location	P-04 - Finance		111 JACOB LANE	Expiration Date	06/30/2024	Remaining	215,862
Assigned To Buyer			MYRTLE BEACH, SC 29579			Encumbered	215,862
Resolution Number	PUMP STATION GENERATORS - FEMA/SCMD HMGP #4542 PROJ #F4-S132						

Purchase Order	2024-00000116	Department	21 G & A	G/L Date	08/21/2023	Amount	300,633
Description	W K DICKSON - PROJ #4015 - EDA GRANT #04-79-07494	Vendor	5417 - W K DICKSON & CO INC	Deliver by Date	12/31/2023	Voided	
Type	Standard	ok		Printed Date	09/08/2023	Discounted	
Status	Open		W K DICKSON & CO INC	Completed Date		Expensed	22,541
Bill To Location	P-04 - Finance		PO BOX 36005	Expiration Date	06/30/2024	Remaining	278,092
Assigned To Buyer			CHARLOTTE, NC 28236			Encumbered	278,092
Resolution Number	PROJ #4015 - EDA GRANT #04-79-07494						



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Department 21 G & A							
Purchase Order	2024-00000117	Department	21 G & A	G/L Date	08/21/2023	Amount	18,503
Description	WRCOG - PROJ #1606 - EDA GRANT #04-79-07777	Vendor	1137 - WACCAMAW REGIONAL & PLANNING	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		WACCAMAW REGIONAL COUNCIL OF GOVERNMENT	Printed Date	09/08/2023	Discounted	
Status	Open		1230 HIGHMARKET ST	Completed Date		Expensed	
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	18,503
Assigned To Buyer						Encumbered	18,503
Resolution Number	PROFESSIONAL SERVICES - PROJ #1606						
Purchase Order	2024-00000118	Department	21 G & A	G/L Date	08/21/2023	Amount	16,699
Description	WRCOG - PROJ #1515 - CDBG #4-CI-21-008	Vendor	1137 - WACCAMAW REGIONAL & PLANNING	Deliver by Date	12/31/2023	Voided	
Type	Standard ok		WACCAMAW REGIONAL COUNCIL OF GOVERNMENT	Printed Date	09/08/2023	Discounted	
Status	Open		1230 HIGHMARKET ST	Completed Date		Expensed	
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	16,699
Assigned To Buyer						Encumbered	16,699
Resolution Number	PROFESSIONAL SERVICES - PROJ #1515						
Purchase Order	2024-00000119	Department	21 G & A	G/L Date	08/21/2023	Amount	14,472
Description	WRCOG - PROJ #4015 - EDA GRANT #04-79-07494	Vendor	1137 - WACCAMAW REGIONAL & PLANNING	Deliver by Date	12/31/2023	Voided	
Type	Standard ok		WACCAMAW REGIONAL COUNCIL OF GOVERNMENT	Printed Date	09/08/2023	Discounted	
Status	Open		1230 HIGHMARKET ST	Completed Date		Expensed	
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	14,472
Assigned To Buyer						Encumbered	14,472
Resolution Number	PROFESSIONAL SERVICES - PROJ #4015						
Purchase Order	2024-00000126	Department	21 G & A	G/L Date	09/12/2023	Amount	6,251,220
Description	GREEN WAVE CONTRACTING - PROJ 4015	Vendor	16954 - GREEN WAVE CONTRACTING INC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		GREEN WAVE CONTRACTING INC	Printed Date	09/15/2023	Discounted	
Status	Open		3989 HIGHMARKET ST	Completed Date		Expensed	56,260
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Expiration Date	06/30/2024	Remaining	6,194,959
Assigned To Buyer						Encumbered	6,194,959
Resolution Number	HISTORIC DISTRICT STORMWATER IMPROVEMENTS						
Purchase Order	2024-00000130	Department	21 G & A	G/L Date	09/19/2023	Amount	45,441
Description	CANNON TECHNOLOGIES INC	Vendor	16312 - CANNON TECHNOLOGIES INC	Deliver by Date	06/30/2024	Voided	
Type	Standard ok		CANNON TECHNOLOGIES INC	Printed Date	09/22/2023	Discounted	
Status	Open		DBA EATON CORP	Completed Date		Expensed	
Bill To Location	P-04 - Finance		28370 NETWORK PLACE	Expiration Date	06/30/2024	Remaining	45,441
Assigned To Buyer			CHICAGO, IL 60673-1283			Encumbered	45,441.00

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



Open Purchase Order Report

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Department **21 G & A**

Resolution Number WATER METER NODES

Purchase Order 2024-00000131
Description CANNON TECHNOLOGIES
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WATER METER NODES

Department 21 G & A
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date	09/19/2023	Amount	14,674
Deliver by Date	12/31/2023	Voided	
Printed Date	09/22/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	14,674
		Encumbered	14,674

Purchase Order 2024-00000132
Description CANNON TECHNOLOGIES - WATER METER NODES
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WATER METER NODES

Department 21 G & A
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date	09/19/2023	Amount	14,630
Deliver by Date	06/30/2024	Voided	
Printed Date	09/22/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	14,630
		Encumbered	14,630

Purchase Order 2024-00000150
Description RAFTELIS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

Department 21 G & A
Vendor 19062 - RAFTELIS FINANCIAL CONSULTANTS INC
RAFTELIS FINANCIAL CONSULTANTS INC
DBA RAFTELIS
227 WEST TRADE ST SUITE 1400
CHARLOTTE, NC 28202

G/L Date	10/17/2023	Amount	39,650
Deliver by Date	12/31/2023	Voided	
Printed Date	10/19/2023	Discounted	
Completed Date		Expensed	18,501
Expiration Date	06/30/2024	Remaining	21,148
		Encumbered	21,148

Purchase Order 2024-00000153
Description AQUA AEROBIC
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number 20 HP SS ENDURA SERIES MIXER

Department 21 G & A
Vendor 9140 - AQUA - AEROBIC SYSTEMS INC
AQUA - AEROBIC SYSTEMS INC
6306 NORTH ALPINE RD
ROCKFORD, IL 61130-0026

G/L Date	10/24/2023	Amount	11,228
Deliver by Date	12/31/2023	Voided	
Printed Date	10/26/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	11,228
		Encumbered	11,228

Purchase Order 2024-00000156
Description HERITAGE LOGISTICS - ROBBIE GEATHERS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

Department 21 G & A
Vendor 19435 - HERITAGE LOGISTICS LLP
HERITAGE LOGISTICS LLP
604 FRONT ST SUITE 104
GEORGETOWN, SC 29440

G/L Date	10/25/2023	Amount	31,000
Deliver by Date	06/30/2024	Voided	
Printed Date	10/26/2023	Discounted	
Completed Date		Expensed	9,527
Expiration Date	06/30/2024	Remaining	21,473
		Encumbered	21,473



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Department 21 G & A

Purchase Order 2024-00000158
Description BALLARD IRON WORKS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPAIRS

Department 21 G & A
Vendor 38 - BALLARD IRON WORKS INC
BALLARD IRON WORKS INC
626 S FRASER ST
GEORGETOWN, SC 29440

G/L Date	10/31/2023	Amount	8,290
Deliver by Date	06/30/2024	Voided	
Printed Date	11/03/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	8,290
		Encumbered	8,290

Purchase Order 2024-00000159
Description NORTH AMERICAN CONSTRUCTION COMPANY -
PROJ 1822
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WWTP GRIT REMOVAL PROJ 1822

Department 21 G & A
Vendor 17332 - NORTH AMERICAN CONSTRUCTION
COMPANY INC
NORTH AMERICAN CONSTRUCTION COMPANY INC
PO BOX 15088
QUINBY, SC 29506

G/L Date	10/31/2023	Amount	454,500
Deliver by Date	06/30/2024	Voided	
Printed Date	11/03/2023	Discounted	
Completed Date		Expensed	
Expiration Date	06/30/2024	Remaining	454,500
		Encumbered	454,500

Purchase Order 2024-00000164
Description WK DICKSON & CO - SCIIP GRANT AWARD PROJ
1820 & 1821
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number SCIIP GRANT A-23-C079 PROJ 1820 & 1821

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

G/L Date	11/07/2023	Amount	1,223,000
Deliver by Date	06/30/2024	Voided	
Printed Date	11/13/2023	Discounted	
Completed Date		Expensed	36,514
Expiration Date	06/30/2024	Remaining	1,186,485
		Encumbered	1,186,485

Purchase Order 2024-00000169
Description INDUSTRIAL SOLUTIONS - 25% SODIUM
HYDROXIDE
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number CHEMICALS

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

G/L Date	11/20/2023	Amount	25,000
Deliver by Date	06/30/2024	Voided	
Printed Date	11/27/2023	Discounted	
Completed Date		Expensed	5,998
Expiration Date	06/30/2024	Remaining	19,001
		Encumbered	19,001

Purchase Order 2024-00000170
Description BRENNTAG MID-SOUTH - 25 % CAUSTIC
SODIUM HYDROXIDE
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number CHEMICALS

Department 21 G & A
Vendor 9902 - BRENNTAG MID-SOUTH INC
BRENNTAG MID-SOUTH INC
PO BOX 7410714
CHICAGO, IL 60674-0714

G/L Date	11/20/2023	Amount	25,000
Deliver by Date	06/30/2024	Voided	
Printed Date	11/27/2023	Discounted	
Completed Date		Expensed	6,367
Expiration Date	06/30/2024	Remaining	18,632
		Encumbered	18,632



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Department 21 G & A

Purchase Order 2024-00000171
Description CAROLINA INDUSTRIAL EQUIPMENT
Type Standard
Status Open **ok**
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPAIRS

Department 21 G & A
Vendor 18498 - CAROLINA INDUSTRIAL EQUIPMENT INC
CAROLINA INDUSTRIAL EQUIPMENT INC
PO BOX 667907
CHARLOTTE, NC 28266

G/L Date 11/20/2023 Amount 16,670
Deliver by Date 06/30/2024 Voided
Printed Date 11/27/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 16,670
Encumbered 16,670

Purchase Order 2024-00000173
Description WRCOG - ARPA
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

Department 21 G & A
Vendor 1137 - WACCAMAW REGIONAL & PLANNING
WACCAMAW REGIONAL COUNCIL OF
GOVERNMENT
1230 HIGHMARKET ST
GEORGETOWN, SC 29440

G/L Date 11/29/2023 Amount 74,985
Deliver by Date 06/30/2024 Voided
Printed Date 12/01/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 74,985
Encumbered 74,985

Purchase Order 2024-00000178
Description PVS - FERRIC CHLORIDE
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number CHEMICALS

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

G/L Date 12/05/2023 Amount 75,000
Deliver by Date 06/30/2024 Voided
Printed Date 12/07/2023 Discounted
Completed Date Expensed 10,874
Expiration Date 06/30/2024 Remaining 64,125
Encumbered 64,125

Purchase Order 2024-00000180
Description HOWARD ENGINEERING - PROJ 1607
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number ENGINEERING DESIGN SERVICES PROJ 1607

Department 21 G & A
Vendor 19524 - HOWARD ENGINEERING, INC.
HOWARD ENGINEERING, INC.
5 RIVER RIDGE ROAD
MARIETTA, SC 29661

G/L Date 12/06/2023 Amount 68,280
Deliver by Date 06/30/2034 Voided
Printed Date 12/07/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 68,280
Encumbered 68,280

Purchase Order 2024-00000185
Description RODDERS & JETS
Type Standard **ok**
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPAIRS

Department 21 G & A
Vendor 9807 - RODDERS & JETS SUPPLY CO
RODDERS & JETS SUPPLY CO
PO BOX 2577
SUMTER, SC 29151

G/L Date 12/14/2023 Amount 5,532
Deliver by Date 06/30/2024 Voided
Printed Date 12/28/2023 Discounted
Completed Date Expensed
Expiration Date 06/30/2024 Remaining 5,532
Encumbered 5,532

Department 21 G & A Totals Purchase Orders 38 Amount \$15,677,697



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			Voided	\$0
			Discounted	\$0
			Expensed	\$935,144
			Remaining	\$14,742,552
			Encumbered	\$14,742,552
Grand Totals	Purchase Orders	114	Amount	\$20,664,683
			Voided	\$0
			Discounted	\$0
			Expensed	\$1,892,913
			Remaining	\$18,649,600
			Encumbered	\$18,215,598

Attachment: Finance Department Open PO December 2023 Report (4018 : Finance and IT Department



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
311.001	Property Taxes - Real	4,287,807.00	.00	4,287,807.00	23,900.20	.00	87,070.37	4,200,736.63	2	112,851
311.003	Property Taxes - Vehicles	350,000.00	.00	350,000.00	36,912.77	.00	148,408.49	201,591.51	42	130,999
311.004	Inventory Tax	132,978.00	.00	132,978.00	.00	.00	66,489.06	66,488.94	50	33,240
311.005	Prop Tax-Penalties & Cost	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	
311.006	Homestead Exemption Tax	148,000.00	.00	148,000.00	.00	.00	.00	148,000.00	0	
311.007	Manufacturer's Tax Reduce	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	
311.008	Motor Carrier Lieu of Tax	15,000.00	.00	15,000.00	928.02	.00	7,141.07	7,858.93	48	8,370
321.001	Business Licenses	3,310,000.00	.00	3,310,000.00	65,958.41	.00	200,257.07	3,109,742.93	6	288,050
321.002	Business Lic - Penalties	6,000.00	.00	6,000.00	4,895.50	.00	8,501.76	(2,501.76)	142	1,110
322.001	Cable TV Franchise	116,000.00	.00	116,000.00	28,216.16	.00	28,216.16	87,783.84	24	29,200
322.002	S.C. Electric & Gas Co.	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0	
323.001	Electrical Permits	5,000.00	.00	5,000.00	949.00	.00	2,312.00	2,688.00	46	2,280
323.002	Plumbing Permits	2,500.00	.00	2,500.00	1,251.00	.00	1,825.00	675.00	73	790
323.003	Gas Permits	2,500.00	.00	2,500.00	40.00	.00	418.00	2,082.00	17	570
323.004	Building Permits	110,000.00	.00	110,000.00	27,825.00	.00	121,524.50	(11,524.50)	110	81,630
323.005	Yard Sale Permits	50.00	.00	50.00	.00	.00	9.00	41.00	18	
323.006	Mobile Home Permits	500.00	.00	500.00	.00	.00	164.40	335.60	33	600
323.007	Demolition & Clearance	2,000.00	.00	2,000.00	150.00	.00	450.00	1,550.00	22	1,950
323.008	Mechanical Permits	5,000.00	.00	5,000.00	789.00	.00	4,028.00	972.00	81	2,940
323.010	Bus Lic Inspection Fee	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.013	Burning Permit	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.014	Construct Parking Permit	50.00	.00	50.00	.00	.00	160.00	(110.00)	320	90
323.015	Reinspection Fee	4,000.00	.00	4,000.00	.00	.00	1,425.00	2,575.00	36	2,870
323.016	Permit Not Posted On-Site	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.019	Stop Work Order Fee	1,000.00	.00	1,000.00	185.00	.00	246.00	754.00	25	1,360
323.020	Board of Appeals Fee	500.00	.00	500.00	.00	.00	150.00	350.00	30	300
323.021	Zoning Fees	7,200.00	.00	7,200.00	1,500.00	.00	9,220.00	(2,020.00)	128	5,050
323.022	Plan Review Fee	60,000.00	.00	60,000.00	6,005.00	.00	48,900.50	11,099.50	82	45,870
323.023	Sign Permit Fee	2,000.00	.00	2,000.00	420.00	.00	1,660.00	340.00	83	1,940
323.024	Planning Commission Fees	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.025	ARB Fees	1,000.00	.00	1,000.00	60.00	.00	450.00	550.00	45	720
323.026	Plat Approval Fees	500.00	.00	500.00	20.00	.00	485.00	15.00	97	810
323.027	Special Events Permit	750.00	.00	750.00	80.00	.00	2,505.00	(1,755.00)	334	450
323.028	Miscellaneous permits	200.00	.00	200.00	.00	.00	1,500.00	(1,300.00)	750	170
324.008	Fire Impact Fee	55,000.00	.00	55,000.00	35,448.16	.00	79,431.34	(24,431.34)	144	59,140
331.000	Federal Grants	375,000.00	.00	375,000.00	.00	.00	.00	375,000.00	0	
332.000	State Grants	219,114.00	11,636.00	230,750.00	54,575.80	.00	66,211.80	164,538.20	29	
332.008	Other Local Grants	6,100.00	.00	6,100.00	.00	.00	.00	6,100.00	0	2,500

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
335.001	Local Government Fund	196,933.00	.00	196,933.00	.00	.00	51,694.80	145,238.20	26	49,238.20
335.004	Fema Recovery	.00	.00	.00	53,664.18	.00	53,664.18	(53,664.18)	+++	
344.005	SRO Reimbursement	148,000.00	.00	148,000.00	.00	.00	.00	148,000.00	0	
351.001	Police Fines	63,000.00	.00	63,000.00	.00	.00	27,394.05	35,605.95	43	21,934.05
351.003	Parking Fines	9,700.00	.00	9,700.00	735.00	.00	5,425.00	4,275.00	56	3,215.00
351.007	Sunday Liquor Sales	15,000.00	.00	15,000.00	.00	.00	1,800.00	13,200.00	12	1,650.00
351.008	Victim's Asst. Fees-(%)	5,000.00	.00	5,000.00	.00	.00	3,519.57	1,480.43	70	2,930.43
351.009	Victim's Asst. Flat Fees	2,500.00	.00	2,500.00	.00	.00	1,105.20	1,394.80	44	1,060.20
351.010	Misc Police Revenue	5,000.00	.00	5,000.00	44.00	.00	3,088.20	1,911.80	62	8,220.00
361.001	Investment Earnings	150,000.00	.00	150,000.00	42,219.23	.00	215,276.39	(65,276.39)	144	96,480.00
362.000	Rents and Royalties	16,478.00	.00	16,478.00	603.25	.00	5,561.25	10,916.75	34	5,160.00
363.001	Fees for GIS/B&P Documents	50.00	.00	50.00	.00	.00	.00	50.00	0	
363.005	FOIA Fees	500.00	.00	500.00	.00	.00	18.00	482.00	4	740.00
364.000	Housing Authority FILOT	45,000.00	.00	45,000.00	.00	.00	.00	45,000.00	0	
364.001	Steel Mill FILOT	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
368.000	Work Comp Reimbursement	41,003.00	.00	41,003.00	.00	.00	.00	41,003.00	0	
369.000	Cash Over & Short	100.00	.00	100.00	.00	.00	(40.00)	140.00	-40	(190.00)
369.002	Miscellaneous Revenue	15,000.00	.00	15,000.00	2,529.00	.00	2,817.70	12,182.30	19	(3,087.70)
369.003	Insurance Proceeds	15,000.00	.00	15,000.00	790.61	.00	16,154.26	(1,154.26)	108	5,940.61
369.005	Set-off Debt Collection Fees	500.00	.00	500.00	.00	.00	75.00	425.00	15	500.00
369.013	Returned Check Fees	2,000.00	.00	2,000.00	450.00	.00	1,410.00	590.00	70	1,140.00
391.001	Sale of Assets	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
392.001	From Electric Fund	819,987.00	.00	819,987.00	68,332.25	.00	341,661.25	478,325.75	42	304,425.75
392.002	From Water Fund	326,554.00	.00	326,554.00	27,212.83	.00	136,064.15	190,489.85	42	123,030.83
392.003	From Accom Tax Fund	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	26,400.00
392.005	From Wastewater Fund	338,082.00	.00	338,082.00	28,173.49	.00	140,867.45	197,214.55	42	133,250.00
392.009	From Hospitality Fund	125,000.00	.00	125,000.00	.00	.00	.00	125,000.00	0	52,080.00
393.003	GO Bond Proceeds	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	
394.002	Transfer from fund balance	1,517,819.00	.00	1,517,819.00	.00	.00	.00	1,517,819.00	0	
Department 00 - Revenue Totals		\$13,529,655.00	\$11,636.00	\$13,541,291.00	\$514,862.86	\$0.00	\$1,896,715.97	\$11,644,575.03	14%	\$1,649,840.00
REVENUE TOTALS		\$13,529,655.00	\$11,636.00	\$13,541,291.00	\$514,862.86	\$0.00	\$1,896,715.97	\$11,644,575.03	14%	\$1,649,840.00
EXPENSE										
Department 01 - Administration										
400.101	Regular Pay	412,950.00	.00	412,950.00	41,641.92	.00	172,075.04	240,874.96	42	159,810.00
401.103	Overtime	3,000.00	.00	3,000.00	77.12	.00	4,863.10	(1,863.10)	162	3,580.00
401.106	Contract Labor	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
405.114	FICA	31,820.00	.00	31,820.00	3,109.17	.00	13,084.64	18,735.36	41	12,200.00
406.116	Retirement	77,200.00	.00	77,200.00	7,442.50	.00	32,592.24	44,607.76	42	27,990.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
408.125	SCMIT Worker's Comp Ins.	8,500.00	.00	8,500.00	.00	2,264.58	4,529.15	1,706.27	80	3,981
410.001	Health Claims Cost	28,331.00	.00	28,331.00	2,680.38	.00	13,016.96	15,314.04	46	8,171
410.002	Health Claim Costs-Retire	.00	.00	.00	1,802.80	.00	4,236.00	(4,236.00)	+++	
500.101	Supplies and Materials	4,000.00	.00	4,000.00	563.90	.00	2,153.79	1,846.21	54	2,181
500.102	Equipment	200.00	.00	200.00	.00	.00	.00	200.00	0	2,561
500.105	Printing and Binding	300.00	.00	300.00	.00	.00	.00	300.00	0	
500.107	Technology Supplies	250.00	.00	250.00	.00	.00	.00	250.00	0	
610.111	Communications- Landline	6,000.00	.00	6,000.00	579.89	.00	2,749.52	3,250.48	46	2,371
610.112	Postage	500.00	.00	500.00	48.06	.00	338.06	161.94	68	671
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	175.24	.00	700.36	2,299.64	23	781
620.114	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
640.124	Travel Expense	3,500.00	.00	3,500.00	103.00	.00	144.00	3,356.00	4	1,721
650.127	Electricity	3,552.00	.00	3,552.00	301.81	.00	1,417.86	2,134.14	40	1,271
650.128	Water	745.00	.00	745.00	59.30	.00	304.02	440.98	41	251
650.129	Wastewater	800.00	.00	800.00	65.02	.00	332.72	467.28	42	281
650.130	Sanitation	1,208.00	.00	1,208.00	85.24	.00	426.20	781.80	35	421
650.133	Stormwater	700.00	.00	700.00	120.48	.00	530.04	169.96	76	371
650.134	Security Lights	1,900.00	.00	1,900.00	157.50	.00	787.50	1,112.50	41	781
650.1271	Electricity- Sales Tax	111.00	.00	111.00	8.71	.00	47.95	63.05	43	41
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	1,641
660.139	Fleet Services-RTA Mtce Allocation	100.00	.00	100.00	.00	.00	.00	100.00	0	151
660.145	Gasoline & Oil	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.1391	Fleet Services -Departmental Expense Allocation	424.00	.00	424.00	.00	.00	174.53	249.47	41	301
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	.00	500.00	0	301
670.156	Equipment Rental/Lease	5,900.00	.00	5,900.00	.00	.00	1,471.22	4,428.78	25	1,931
685.180	Membership Dues and Fees	2,454.00	.00	2,454.00	.00	.00	1,239.00	1,215.00	50	1,511
685.182	Other Operating Expenses	3,000.00	.00	3,000.00	.00	.00	20.14	2,979.86	1	851
685.186	Training	5,375.00	.00	5,375.00	150.00	.00	1,048.22	4,326.78	20	401
685.1801	Subscriptions	.00	.00	.00	142.29	.00	167.60	(167.60)	+++	21
686.187	Professional Services	.00	.00	.00	5,200.00	3,836.25	33,641.40	(37,477.65)	+++	
686.189	Employee Medical	.00	.00	.00	.00	.00	.00	.00	+++	151
686.195	Repair/Maint Svc Contract	2,400.00	.00	2,400.00	.00	.00	372.72	2,027.28	16	371
686.1895	Employee wellness services	3,009.00	.00	3,009.00	211.24	.00	579.14	2,429.86	19	291
687.204	Janitorial Services	6,106.00	.00	6,106.00	.00	.00	.00	6,106.00	0	
795.001	IT Internal Allocations	52,470.00	.00	52,470.00	.00	.00	7,680.30	44,789.70	15	9,661
795.995	GF Cost Distribution	(387,425.00)	.00	(387,425.00)	(32,285.42)	.00	(161,427.10)	(225,997.90)	42	(107,475)
Sub Department 02 - Mayor and Council										
400.101	Regular Pay	101,710.00	.00	101,710.00	11,986.89	.00	51,210.23	50,499.77	50	49,801

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
Sub Department 02 - Mayor and Council										
405.114	FICA	7,780.00	.00	7,780.00	862.31	.00	3,595.32	4,184.68	46	3,521
406.116	Retirement	18,877.00	.00	18,877.00	1,510.26	.00	6,395.26	12,481.74	34	5,941
408.125	SCMIT Worker's Comp Ins.	2,055.00	.00	2,055.00	.00	.00	.00	2,055.00	0	
410.001	Health Claims Cost	34,156.00	.00	34,156.00	2,461.78	.00	11,023.72	23,132.28	32	9,231
500.101	Supplies and Materials	2,000.00	.00	2,000.00	12.59	.00	94.29	1,905.71	5	471
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	21
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
610.111	Communications- Landline	600.00	.00	600.00	97.66	.00	443.26	156.74	74	211
610.112	Postage	400.00	.00	400.00	.00	.00	13.20	386.80	3	31
610.1110	Communications- Wireless	6,300.00	.00	6,300.00	515.63	.00	2,061.77	4,238.23	33	1,891
620.114	Advertising	3,000.00	.00	3,000.00	.00	.00	168.00	2,832.00	6	971
640.124	Travel Expense	19,275.00	.00	19,275.00	.00	.00	1,042.42	18,232.58	5	921
670.156	Equipment Rental/Lease	11,000.00	.00	11,000.00	787.68	5,513.76	3,938.40	1,547.84	86	3,781
685.180	Membership Dues and Fees	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	151
685.182	Other Operating Expenses	4,800.00	.00	4,800.00	677.04	.00	677.04	4,122.96	14	501
685.186	Training	12,305.00	.00	12,305.00	.00	.00	795.00	11,510.00	6	841
685.1801	Subscriptions	.00	.00	.00	142.29	.00	142.29	(142.29)	+++	
686.187	Professional Services	.00	.00	.00	.00	.00	261.38	(261.38)	+++	
686.1895	Employee wellness services	11,004.00	.00	11,004.00	774.56	.00	2,123.55	8,880.45	19	1,071
795.001	IT Internal Allocations	59,966.00	.00	59,966.00	.00	.00	8,777.49	51,188.51	15	11,041
Sub Department 02 - Mayor and Council Totals		\$298,328.00	\$0.00	\$298,328.00	\$19,828.69	\$5,513.76	\$92,762.62	\$200,051.62	33%	\$90,451
Department 01 - Administration Totals		\$584,208.00	\$0.00	\$584,208.00	\$52,268.84	\$11,614.59	\$232,058.94	\$340,534.47	42%	\$230,121
Department 04 - Finance										
400.101	Regular Pay	558,498.00	.00	558,498.00	49,939.29	.00	237,245.34	321,252.66	42	189,521
401.103	Overtime	3,500.00	.00	3,500.00	19.35	.00	2,734.42	765.58	78	1,611
401.106	Contract Labor	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	6,771
405.114	FICA	42,996.00	.00	42,996.00	3,692.70	.00	17,633.38	25,362.62	41	14,021
406.116	Retirement	104,308.00	.00	104,308.00	8,681.67	.00	43,750.08	60,557.92	42	32,701
408.125	SCMIT Worker's Comp Ins.	5,200.00	.00	5,200.00	.00	1,241.48	2,482.97	1,475.55	72	2,181
410.001	Health Claims Cost	56,810.00	.00	56,810.00	4,956.54	.00	21,772.10	35,037.90	38	17,751
410.002	Health Claim Costs-Retire	2,015.00	.00	2,015.00	277.60	.00	832.80	1,182.20	41	691
500.101	Supplies and Materials	5,000.00	.00	5,000.00	282.23	.00	1,878.71	3,121.29	38	1,291
500.102	Equipment	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	421
500.103	Furniture	400.00	.00	400.00	.00	.00	.00	400.00	0	
610.111	Communications- Landline	3,500.00	.00	3,500.00	437.61	.00	2,015.59	1,484.41	58	1,241
610.112	Postage	6,500.00	.00	6,500.00	742.61	.00	2,044.33	4,455.67	31	2,251
610.1110	Communications- Wireless	750.00	.00	750.00	46.31	.00	185.09	564.91	25	181

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Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 04 - Finance										
640.124	Travel Expense	5,000.00	.00	5,000.00	122.74	(950.00)	152.74	5,797.26	-16	98:
650.127	Electricity	3,200.00	.00	3,200.00	231.15	.00	3,916.00	(716.00)	122	1,00:
650.128	Water	630.00	.00	630.00	50.83	.00	260.59	369.41	41	22:
650.129	Wastewater	686.00	.00	686.00	55.73	.00	285.18	400.82	42	24:
650.130	Sanitation	1,035.00	.00	1,035.00	73.06	.00	365.30	669.70	35	36:
650.133	Stormwater	750.00	.00	750.00	99.52	.00	465.08	284.92	62	32:
650.134	Security Lights	1,750.00	.00	1,750.00	135.00	.00	675.00	1,075.00	39	67:
650.1271	Electricity- Sales Tax	200.00	.00	200.00	7.46	.00	41.10	158.90	21	3:
670.156	Equipment Rental/Lease	9,000.00	.00	9,000.00	.00	.00	2,578.32	6,421.68	29	3,32:
685.180	Membership Dues and Fees	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	29:
685.182	Other Operating Expenses	10,000.00	.00	10,000.00	411.27	.00	1,054.93	8,945.07	11	5,91:
685.184	Continuing Education	1,350.00	.00	1,350.00	.00	.00	.00	1,350.00	0	
685.186	Training	3,250.00	.00	3,250.00	.00	.00	289.95	2,960.05	9	68:
685.1801	Subscriptions	.00	.00	.00	142.29	.00	142.29	(142.29)	+++	
686.189	Employee Medical	750.00	.00	750.00	.00	.00	300.00	450.00	40	15:
686.1895	Employee wellness services	10,007.00	.00	10,007.00	704.14	.00	1,930.50	8,076.50	19	98:
795.001	IT Internal Allocations	52,470.00	.00	52,470.00	.00	.00	7,680.31	44,789.69	15	9,66:
795.995	GF Cost Distribution	(377,214.00)	.00	(377,214.00)	(31,434.50)	.00	(157,172.50)	(220,041.50)	42	(158,759
Department 04 - Finance Totals		\$521,141.00	\$0.00	\$521,141.00	\$39,674.60	\$291.48	\$195,539.60	\$325,309.92	38%	\$136,78:
Department 05 - Police										
Sub Department 05 - Police Staff Services										
400.101	Regular Pay	2,308,986.00	.00	2,308,986.00	181,147.30	.00	903,431.41	1,405,554.59	39	728,08:
401.103	Overtime	120,300.00	.00	120,300.00	22,349.63	.00	72,725.46	47,574.54	60	51,40:
401.105	On-call pay	6,000.00	.00	6,000.00	400.00	.00	2,200.00	3,800.00	37	2,20:
405.114	FICA	182,995.00	.00	182,995.00	15,030.08	.00	71,900.19	111,094.81	39	56,84:
406.116	Retirement	504,694.00	.00	504,694.00	38,219.45	.00	188,561.40	316,132.60	37	152,96:
408.125	SCMIT Worker's Comp Ins.	138,000.00	.00	138,000.00	.00	31,600.30	68,463.52	37,936.18	73	55,60:
410.001	Health Claims Cost	278,431.00	.00	278,431.00	23,825.96	.00	114,071.82	164,359.18	41	96,00:
410.002	Health Claim Costs-Retire	53,966.00	.00	53,966.00	10,751.06	.00	30,258.46	23,707.54	56	16,53:
500.101	Supplies and Materials	12,754.00	.00	12,754.00	257.74	.00	6,031.89	6,722.11	47	9,82:
500.102	Equipment	6,319.00	.00	6,319.00	913.71	.00	2,213.65	4,105.35	35	1,02:
500.103	Furniture	450.00	.00	450.00	.00	.00	95.38	354.62	21	1,53:
501.101	Uniforms and Clothing	37,100.00	11,636.00	48,736.00	1,341.58	.00	13,582.42	35,153.58	28	10,45:
610.111	Communications- Landline	7,000.00	.00	7,000.00	1,054.55	.00	4,855.58	2,144.42	69	2,94:
610.112	Postage	500.00	.00	500.00	49.80	.00	86.95	413.05	17	5:
610.1110	Communications- Wireless	75,484.00	.00	75,484.00	11,876.59	10,500.42	27,015.62	37,967.96	50	30,85:
620.114	Advertising	.00	.00	.00	.00	.00	.00	.00	+++	71:
640.124	Travel Expense	19,234.00	.00	19,234.00	2,858.13	.00	5,044.20	14,189.80	26	5,90:

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 05 - Police Staff Services										
650.127	Electricity	32,082.00	.00	32,082.00	2,534.97	.00	11,805.33	20,276.67	37	11,661
650.128	Water	4,235.00	.00	4,235.00	344.28	.00	1,777.32	2,457.68	42	1,511
650.129	Wastewater	3,180.00	.00	3,180.00	256.31	.00	1,338.30	1,841.70	42	1,131
650.130	Sanitation	2,584.00	.00	2,584.00	182.46	.00	912.30	1,671.70	35	911
650.133	Stormwater	3,157.00	.00	3,157.00	180.86	.00	1,363.98	1,793.02	43	1,311
650.134	Security Lights	3,720.00	.00	3,720.00	309.89	.00	1,549.45	2,170.55	42	1,541
650.1271	Electricity- Sales Tax	954.00	.00	954.00	69.57	.00	406.88	547.12	43	391
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	12.82	(12.82)	+++	
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	2,541
660.133	Repairs & Maint. Services	28,000.00	.00	28,000.00	1,776.46	.00	3,500.71	24,499.29	13	13,761
660.139	Fleet Services-RTA Mtce Allocation	32,800.00	.00	32,800.00	1,437.02	.00	9,551.86	23,248.14	29	24,301
660.145	Gasoline & Oil	89,212.00	.00	89,212.00	17,983.99	.00	36,915.94	52,296.06	41	35,681
660.1391	Fleet Services -Departmental Expense Allocation	34,938.00	.00	34,938.00	766.93	.00	20,735.83	14,202.17	59	21,961
660.1392	Fleet Svcs- Outside Vends	25,500.00	.00	25,500.00	1,147.97	.00	12,406.63	13,093.37	49	14,491
670.156	Equipment Rental/Lease	6,200.00	.00	6,200.00	10.80	.00	1,858.44	4,341.56	30	2,321
682.1721	Prisoner Housing	70,000.00	.00	70,000.00	10,395.00	8,450.00	17,795.00	43,755.00	37	19,591
685.180	Membership Dues and Fees	1,775.00	.00	1,775.00	175.00	.00	475.00	1,300.00	27	681
685.182	Other Operating Expenses	28,850.00	.00	28,850.00	27.00	23,853.67	2,195.47	2,800.86	90	2,471
685.186	Training	8,378.00	.00	8,378.00	.00	.00	1,595.00	6,783.00	19	3,151
685.187	Special Projects	2,000.00	.00	2,000.00	1,207.36	.00	6,987.59	(4,987.59)	349	2,761
685.1801	Subscriptions	10,385.00	.00	10,385.00	1,595.24	.00	7,045.40	3,339.60	68	1,611
685.1861	Law Enforce Accreditation/Policy	7,600.00	.00	7,600.00	104.94	.00	3,330.13	4,269.87	44	5,201
686.184	Technology Services	39,884.00	.00	39,884.00	.00	.00	38,350.00	1,534.00	96	
686.189	Employee Medical	2,775.00	.00	2,775.00	.00	.00	1,878.00	897.00	68	2,591
686.194	Other Prof/Tech Services	75,000.00	.00	75,000.00	.00	56,250.00	18,750.00	.00	100	37,501
686.195	Repair/Maint Svc Contract	24,000.00	.00	24,000.00	1,456.94	.00	3,602.54	20,397.46	15	7,451
686.1895	Employee wellness services	36,021.00	.00	36,021.00	2,464.50	.00	6,756.73	29,264.27	19	3,431
687.203	Contract Services	5,500.00	.00	5,500.00	.00	.00	350.00	5,150.00	6	3,291
687.204	Janitorial Services	6,106.00	.00	6,106.00	.00	.00	2,340.00	3,766.00	38	
795.001	IT Internal Allocations	59,966.00	.00	59,966.00	.00	.00	7,680.31	52,285.69	13	9,661
795.010	911 Expense Billing	(1,888.00)	.00	(1,888.00)	.00	.00	(157.30)	(1,730.70)	8	(8,688)
900.4100	Vehicles	.00	.00	.00	.00	(6,106.26)	.00	6,106.26	+++	44,571
900.4300	Other Equipment	.00	.00	.00	.00	16,014.22	.00	(16,014.22)	+++	5,551
Sub Department 05 - Police Staff Services Totals		\$4,395,127.00	\$11,636.00	\$4,406,763.00	\$354,503.07	\$140,562.35	\$1,733,647.61	\$2,532,553.04	43%	\$1,497,391
Sub Department 07 - Victim's Advocate										
400.101	Regular Pay	.00	.00	.00	3,720.84	.00	6,196.81	(6,196.81)	+++	15,361
401.103	Overtime	.00	.00	.00	51.28	.00	51.28	(51.28)	+++	281

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 07 - Victim's Advocate										
405.114	FICA	.00	.00	.00	288.57	.00	477.98	(477.98)	+++	1,140
406.116	Retirement	.00	.00	.00	680.80	.00	1,138.15	(1,138.15)	+++	2,660
408.125	SCMIT Worker's Comp Ins.	.00	.00	.00	.00	275.88	551.77	(827.65)	+++	480
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	2,090
501.101	Uniforms and Clothing	.00	.00	.00	.00	.00	.00	.00	+++	290
610.111	Communications- Landline	.00	.00	.00	24.41	.00	110.82	(110.82)	+++	50
610.1110	Communications- Wireless	.00	.00	.00	.00	.00	57.93	(57.93)	+++	490
660.145	Gasoline & Oil	.00	.00	.00	.00	.00	.00	.00	+++	160
660.1391	Fleet Services -Departmental Expense Allocation	.00	.00	.00	.00	.00	261.80	(261.80)	+++	260
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	.00	.00	+++	30
686.1895	Employee wellness services	.00	.00	.00	70.41	.00	193.05	(193.05)	+++	90
795.001	IT Internal Allocations	.00	.00	.00	.00	.00	1,097.19	(1,097.19)	+++	1,380
Sub Department 07 - Victim's Advocate Totals		\$0.00	\$0.00	\$0.00	\$4,836.31	\$275.88	\$10,136.78	(\$10,412.66)	+++	\$24,820
Sub Department 26 - Grants										
610.1110	Communications- Wireless	.00	.00	.00	.00	.00	115.56	(115.56)	+++	1,370
660.139	Fleet Services-RTA Mtce Allocation	.00	.00	.00	.00	.00	1,265.30	(1,265.30)	+++	560
660.145	Gasoline & Oil	.00	.00	.00	.00	.00	.00	.00	+++	820
660.1391	Fleet Services -Departmental Expense Allocation	.00	.00	.00	.00	.00	845.38	(845.38)	+++	680
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	6,116.86	(6,116.86)	+++	2,060
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	.00	.00	+++	50
Sub Department 26 - Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,343.10	(\$8,343.10)	+++	\$5,560
Department 05 - Police Totals		\$4,395,127.00	\$11,636.00	\$4,406,763.00	\$359,339.38	\$140,838.23	\$1,752,127.49	\$2,513,797.28	43%	\$1,527,780
Department 06 - Planning and Economic Dev.										
685.186	Training	.00	.00	.00	.00	.00	(290.00)	290.00	+++	
Department 06 - Planning and Economic Dev. Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$290.00)	\$290.00	+++	\$0
Department 09 - Planning & Community Development										
400.101	Regular Pay	320,518.00	.00	320,518.00	29,581.51	.00	153,182.02	167,335.98	48	143,510
401.103	Overtime	2,500.00	.00	2,500.00	151.27	.00	1,609.39	890.61	64	960
401.106	Contract Labor	124,800.00	.00	124,800.00	1,820.00	.00	19,655.00	105,145.00	16	
405.114	FICA	24,711.00	.00	24,711.00	2,204.42	.00	11,468.07	13,242.93	46	10,670
406.116	Retirement	59,952.00	.00	59,952.00	5,330.61	.00	29,191.35	30,760.65	49	25,590
408.125	SCMIT Worker's Comp Ins.	4,500.00	.00	4,500.00	.00	1,092.04	2,184.09	1,223.87	73	1,920
410.001	Health Claims Cost	53,195.00	.00	53,195.00	3,182.44	.00	13,623.30	39,571.70	26	14,290
500.101	Supplies and Materials	3,220.00	.00	3,220.00	327.54	.00	720.28	2,499.72	22	1,760
500.102	Equipment	2,300.00	.00	2,300.00	.00	.00	2,468.60	(168.60)	107	1,850
500.103	Furniture	200.00	.00	200.00	.00	.00	.00	200.00	0	
500.105	Printing and Binding	1,820.00	.00	1,820.00	.00	.00	149.06	1,670.94	8	



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 09 - Planning & Community Development										
610.111	Communications- Landline	1,600.00	.00	1,600.00	193.81	.00	909.04	690.96	57	70:
610.112	Postage	2,000.00	.00	2,000.00	198.41	.00	1,748.05	251.95	87	1,250
610.1110	Communications- Wireless	3,600.00	.00	3,600.00	404.90	.00	1,669.73	1,930.27	46	1,990
620.114	Advertising	4,322.00	.00	4,322.00	.00	.00	638.25	3,683.75	15	1,310
640.124	Travel Expense	3,399.00	.00	3,399.00	114.13	.00	797.17	2,601.83	23	1,420
650.127	Electricity	6,100.00	.00	6,100.00	154.10	.00	907.81	5,192.19	15	670
650.128	Water	655.00	.00	655.00	33.88	.00	173.71	481.29	27	140
650.129	Wastewater	490.00	.00	490.00	37.15	.00	190.11	299.89	39	160
650.130	Sanitation	137.00	.00	137.00	48.70	.00	243.50	(106.50)	178	240
650.133	Stormwater	515.00	.00	515.00	68.09	.00	345.41	169.59	67	210
650.134	Security Lights	1,080.00	.00	1,080.00	90.00	.00	450.00	630.00	42	450
650.1271	Electricity- Sales Tax	180.00	.00	180.00	4.97	.00	27.40	152.60	15	200
660.133	Repairs & Maint. Services	927.00	.00	927.00	.00	.00	.00	927.00	0	
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	301.14	198.86	60	150
660.145	Gasoline & Oil	3,867.00	.00	3,867.00	891.61	.00	1,562.81	2,304.19	40	1,540
660.1391	Fleet Services -Departmental Expense Allocation	1,400.00	.00	1,400.00	.00	.00	850.96	549.04	61	780
660.1392	Fleet Svcs- Outside Vends	150.00	.00	150.00	.00	.00	.00	150.00	0	90
670.156	Equipment Rental/Lease	7,500.00	.00	7,500.00	.00	.00	2,489.53	5,010.47	33	4,750
685.180	Membership Dues and Fees	2,000.00	.00	2,000.00	290.00	.00	790.00	1,210.00	40	1,240
685.182	Other Operating Expenses	600.00	.00	600.00	127.04	.00	857.22	(257.22)	143	630
685.184	Continuing Education	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	50
685.186	Training	5,219.00	.00	5,219.00	864.00	.00	1,339.00	3,880.00	26	1,570
686.187	Professional Services	.00	.00	.00	.00	5,665.00	261.38	(5,926.38)	+++	
686.189	Employee Medical	.00	.00	.00	.00	.00	.00	.00	+++	130
686.191	Contract Services/Studies	486,000.00	.00	486,000.00	200.00	(14,337.77)	200.00	500,137.77	-3	39,180
686.1895	Employee wellness services	5,004.00	.00	5,004.00	352.07	.00	965.24	4,038.76	19	490
795.001	IT Internal Allocations	22,487.00	.00	22,487.00	.00	.00	3,291.57	19,195.43	15	4,140
Department 09 - Planning & Community Development Totals		\$1,160,448.00	\$0.00	\$1,160,448.00	\$46,670.65	(\$7,580.73)	\$255,260.19	\$912,768.54	21%	\$263,990
Department 10 - Municipal Court										
400.101	Regular Pay	149,525.00	.00	149,525.00	14,265.71	.00	71,740.75	77,784.25	48	60,560
401.103	Overtime	4,500.00	.00	4,500.00	583.82	.00	2,332.66	2,167.34	52	1,580
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	2,200.00	3,000.00	42	2,200
405.114	FICA	12,180.00	.00	12,180.00	1,156.70	.00	5,019.42	7,160.58	41	4,860
406.116	Retirement	29,552.00	.00	29,552.00	2,526.36	.00	12,259.47	17,292.53	41	11,040
408.125	SCMIT Worker's Comp Ins.	3,000.00	.00	3,000.00	.00	678.22	1,356.44	965.34	68	1,190
410.001	Health Claims Cost	12,927.00	.00	12,927.00	497.70	.00	2,428.10	10,498.90	19	2,180
500.101	Supplies and Materials	2,500.00	.00	2,500.00	59.20	.00	1,162.82	1,337.18	47	1,980

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 10 - Municipal Court										
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
610.111	Communications- Landline	.00	.00	.00	73.25	.00	332.44	(332.44)	+++	16%
610.112	Postage	3,300.00	.00	3,300.00	401.91	.00	1,637.22	1,662.78	50	1,360
640.124	Travel Expense	900.00	.00	900.00	.00	.00	.00	900.00	0	5%
650.127	Electricity	6,100.00	.00	6,100.00	471.40	.00	3,132.01	2,967.99	51	2,160
650.128	Water	646.00	.00	646.00	52.50	.00	271.02	374.98	42	230
650.129	Wastewater	485.00	.00	485.00	39.08	.00	204.05	280.95	42	17%
650.130	Sanitation	137.00	.00	137.00	9.67	.00	48.35	88.65	35	4%
650.133	Stormwater	277.00	.00	277.00	31.43	.00	227.27	49.73	82	11%
650.134	Security Lights	458.00	.00	458.00	38.11	.00	190.55	267.45	42	19%
650.1271	Electricity- Sales Tax	178.00	.00	178.00	12.93	.00	75.64	102.36	42	7%
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	1,080.00	(1,080.00)	+++	1,01%
660.133	Repairs & Maint. Services	2,500.00	.00	2,500.00	112.06	.00	1,138.52	1,361.48	46	1,29%
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.145	Gasoline & Oil	350.00	.00	350.00	82.22	.00	166.99	183.01	48	13%
660.1391	Fleet Services -Departmental Expense Allocation	424.00	.00	424.00	.00	.00	174.53	249.47	41	17%
670.156	Equipment Rental/Lease	2,300.00	.00	2,300.00	.00	.00	351.24	1,948.76	15	71%
685.180	Membership Dues and Fees	110.00	.00	110.00	.00	.00	.00	110.00	0	
685.182	Other Operating Expenses	3,435.00	.00	3,435.00	142.29	.00	730.29	2,704.71	21	69%
685.186	Training	400.00	.00	400.00	.00	.00	.00	400.00	0	
686.187	Professional Services	41,350.00	.00	41,350.00	.00	16,000.00	14,129.87	11,220.13	73	4,57%
686.189	Employee Medical	.00	.00	.00	.00	.00	150.00	(150.00)	+++	
686.195	Repair/Maint Svc Contract	2,200.00	.00	2,200.00	.00	.00	201.75	1,998.25	9	30%
686.1895	Employee wellness services	3,009.00	.00	3,009.00	211.24	.00	579.14	2,429.86	19	29%
795.001	IT Internal Allocations	37,479.00	.00	37,479.00	.00	.00	5,485.93	31,993.07	15	6,90%
Department 10 - Municipal Court Totals		\$326,422.00	\$0.00	\$326,422.00	\$21,167.58	\$16,678.22	\$128,806.47	\$180,937.31	45%	\$106,320
Department 11 - Fire										
400.101	Regular Pay	1,730,900.00	.00	1,730,900.00	130,021.11	.00	657,058.63	1,073,841.37	38	587,740
401.103	Overtime	120,000.00	.00	120,000.00	28,192.35	.00	147,709.81	(27,709.81)	123	101,150
402.111	Volunteer Employees	1,000.00	.00	1,000.00	30.00	.00	150.00	850.00	15	120
405.114	FICA	141,595.00	.00	141,595.00	11,666.07	.00	59,974.12	81,620.88	42	49,820
406.116	Retirement	393,131.00	.00	393,131.00	32,969.64	.00	170,428.36	222,702.64	43	131,880
408.125	SCMIT Worker's Comp Ins.	78,000.00	.00	78,000.00	.00	17,254.30	38,869.50	21,876.20	72	30,360
410.001	Health Claims Cost	266,098.00	.00	266,098.00	17,281.10	.00	80,923.42	185,174.58	30	83,220
410.002	Health Claim Costs-Retire	38,225.00	.00	38,225.00	4,878.64	.00	14,222.12	24,002.88	37	13,960
500.101	Supplies and Materials	23,000.00	.00	23,000.00	604.74	.00	7,361.82	15,638.18	32	6,960
500.102	Equipment	34,800.00	.00	34,800.00	148.39	.00	781.43	34,018.57	2	5,070
500.103	Furniture	6,200.00	.00	6,200.00	225.72	.00	2,192.04	4,007.96	35	1,020

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
500.105	Printing and Binding	500.00	.00	500.00	.00	.00	168.30	331.70	34	
500.107	Technology Supplies	11,440.00	.00	11,440.00	1,786.93	.00	2,933.10	8,506.90	26	4,911
501.101	Uniforms and Clothing	34,500.00	.00	34,500.00	632.65	.00	5,437.37	29,062.63	16	3,150
515.121	Safety Supplies	9,000.00	.00	9,000.00	.00	.00	1,342.56	7,657.44	15	5,228
515.128	Medical Supplies	16,500.00	.00	16,500.00	1,782.85	.00	6,539.18	9,960.82	40	4,811
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	4,350
610.111	Communications- Landline	6,500.00	.00	6,500.00	830.66	.00	3,883.71	2,616.29	60	2,970
610.112	Postage	1,000.00	.00	1,000.00	63.63	.00	149.47	850.53	15	400
610.1110	Communications- Wireless	33,000.00	.00	33,000.00	2,239.64	.00	10,252.59	22,747.41	31	11,520
620.114	Advertising	750.00	.00	750.00	.00	.00	.00	750.00	0	
630.121	Fire Prevention Materials	9,000.00	.00	9,000.00	.00	.00	1,297.27	7,702.73	14	1,750
640.124	Travel Expense	5,156.00	.00	5,156.00	.00	.00	.00	5,156.00	0	870
650.127	Electricity	17,793.00	.00	17,793.00	1,129.70	.00	5,437.12	12,355.88	31	5,710
650.128	Water	4,862.00	.00	4,862.00	438.78	.00	1,844.12	3,017.88	38	1,660
650.129	Wastewater	3,337.00	.00	3,337.00	272.60	.00	1,384.80	1,952.20	41	1,190
650.130	Sanitation	1,116.00	.00	1,116.00	78.76	.00	393.80	722.20	35	390
650.133	Stormwater	1,849.00	.00	1,849.00	189.37	.00	924.17	924.83	50	760
650.134	Security Lights	1,812.00	.00	1,812.00	151.00	.00	755.00	1,057.00	42	750
650.1271	Electricity- Sales Tax	370.00	.00	370.00	23.25	.00	158.82	211.18	43	150
660.103	Emergency Preparedness	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
660.105	COVID-19 Pandemic Expense	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
660.133	Repairs & Maint. Services	38,000.00	.00	38,000.00	547.82	.00	13,132.07	24,867.93	35	11,220
660.139	Fleet Services-RTA Mtce Allocation	30,000.00	.00	30,000.00	9,272.55	.00	17,649.31	12,350.69	59	17,270
660.145	Gasoline & Oil	40,000.00	.00	40,000.00	6,578.01	.00	13,155.84	26,844.16	33	14,130
660.1391	Fleet Services -Departmental Expense Allocation	11,095.00	.00	11,095.00	302.50	.00	5,583.04	5,511.96	50	7,650
660.1392	Fleet Svcs- Outside Vends	40,000.00	.00	40,000.00	643.93	.00	5,963.17	34,036.83	15	5,040
670.156	Equipment Rental/Lease	8,500.00	.00	8,500.00	342.71	.00	1,541.94	6,958.06	18	1,830
682.169	Laundry & Linen	2,000.00	.00	2,000.00	30.61	.00	215.88	1,784.12	11	190
685.180	Membership Dues and Fees	2,218.00	.00	2,218.00	.00	.00	75.00	2,143.00	3	100
685.182	Other Operating Expenses	3,000.00	.00	3,000.00	.00	.00	758.14	2,241.86	25	410
685.184	Continuing Education	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
685.186	Training	19,890.00	.00	19,890.00	468.60	.00	1,279.47	18,610.53	6	4,660
685.1801	Subscriptions	13,223.00	.00	13,223.00	1,785.00	.00	6,747.00	6,476.00	51	7,470
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	.00	.00	+++	240
686.187	Professional Services	.00	.00	.00	.00	.00	261.38	(261.38)	+++	
686.189	Employee Medical	13,800.00	.00	13,800.00	.00	8,550.00	2,570.00	2,680.00	81	7,600
686.195	Repair/Maint Svc Contract	69,936.00	.00	69,936.00	9,470.87	9,989.97	20,766.99	39,179.04	44	20,500
686.1895	Employee wellness services	30,004.00	.00	30,004.00	2,112.43	.00	5,791.52	24,212.48	19	2,980

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
795.001	IT Internal Allocations	44,975.00	.00	44,975.00	.00	.00	6,583.11	38,391.89	15	8,288.00
Department 11 - Fire Totals		\$3,376,075.00	\$0.00	\$3,376,075.00	\$267,192.61	\$35,794.27	\$1,324,646.49	\$2,015,634.24	40%	\$1,171,248.00
Department 12 - Public Works										
400.101	Regular Pay	465,355.00	.00	465,355.00	42,739.78	.00	198,969.94	266,385.06	43	211,840.00
401.103	Overtime	25,000.00	.00	25,000.00	(78.03)	.00	9,158.22	15,841.78	37	14,340.00
401.106	Contract Labor	17,500.00	.00	17,500.00	.00	.00	.00	17,500.00	0	.00
405.114	FICA	37,181.00	.00	37,181.00	3,135.90	.00	15,210.76	21,970.24	41	16,080.00
406.116	Retirement	90,204.00	.00	90,204.00	7,261.89	.00	37,759.40	52,444.60	42	36,160.00
408.125	SCMIT Worker's Comp Ins.	35,000.00	.00	35,000.00	.00	7,747.76	15,599.87	11,652.37	67	13,630.00
410.001	Health Claims Cost	87,104.00	.00	87,104.00	5,310.30	.00	24,625.81	62,478.19	28	32,070.00
410.002	Health Claim Costs-Retire	31,050.00	.00	31,050.00	3,667.28	.00	12,036.76	19,013.24	39	9,590.00
500.101	Supplies and Materials	12,000.00	.00	12,000.00	149.02	.00	2,467.60	9,532.40	21	6,230.00
500.102	Equipment	13,000.00	.00	13,000.00	.00	.00	434.01	12,565.99	3	3,690.00
500.103	Furniture	1,000.00	.00	1,000.00	.00	.00	30.00	970.00	3	1,030.00
500.105	Printing and Binding	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
501.101	Uniforms and Clothing	16,000.00	.00	16,000.00	1,117.19	.00	3,867.85	12,132.15	24	6,740.00
513.112	Asphalt/Concrete/Gravel	17,500.00	.00	17,500.00	876.16	.00	3,698.94	13,801.06	21	4,920.00
515.121	Safety Supplies	2,750.00	.00	2,750.00	.00	3,600.00	1,187.66	(2,037.66)	174	1,110.00
610.111	Communications- Landline	3,500.00	.00	3,500.00	385.49	.00	1,759.97	1,740.03	50	1,770.00
610.112	Postage	700.00	.00	700.00	.00	.00	124.23	575.77	18	270.00
610.1110	Communications- Wireless	5,000.00	.00	5,000.00	333.84	.00	1,112.46	3,887.54	22	990.00
620.114	Advertising	150.00	.00	150.00	.00	.00	.00	150.00	0	80.00
640.124	Travel Expense	1,500.00	.00	1,500.00	.00	.00	56.54	1,443.46	4	1,000.00
650.127	Electricity	1,782.00	.00	1,782.00	71.75	.00	475.52	1,306.48	27	620.00
650.128	Water	877.00	.00	877.00	73.02	.00	359.73	517.27	41	310.00
650.129	Wastewater	908.00	.00	908.00	75.63	.00	372.99	535.01	41	320.00
650.130	Sanitation	584.00	.00	584.00	38.03	.00	190.15	393.85	33	190.00
650.133	Stormwater	556.00	.00	556.00	54.02	.00	345.30	210.70	62	230.00
650.134	Security Lights	535.00	.00	535.00	44.54	.00	222.70	312.30	42	220.00
650.1271	Electricity- Sales Tax	90.00	.00	90.00	.11	.00	.88	89.12	1	.00
660.133	Repairs & Maint. Services	10,000.00	.00	10,000.00	937.83	.00	3,664.33	6,335.67	37	2,920.00
660.139	Fleet Services-RTA Mtce Allocation	15,000.00	.00	15,000.00	6,536.95	.00	15,893.87	(893.87)	106	17,320.00
660.145	Gasoline & Oil	26,000.00	.00	26,000.00	4,550.37	.00	9,520.65	16,479.35	37	10,940.00
660.1391	Fleet Services -Departmental Expense Allocation	34,450.00	.00	34,450.00	1,168.75	.00	18,599.44	15,850.56	54	17,720.00
660.1392	Fleet Svcs- Outside Vends	5,000.00	.00	5,000.00	742.43	.00	3,753.81	1,246.19	75	2,860.00
663.142	Street Sign Maintenance	12,000.00	.00	12,000.00	1,745.36	.00	3,087.00	8,913.00	26	4,720.00
663.148	Maintenance of Parks	.00	.00	.00	.00	.00	503.46	(503.46)	+++	4,100.00
670.156	Equipment Rental/Lease	3,000.00	.00	3,000.00	.00	.00	1,161.36	1,838.64	39	1,400.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 12 - Public Works										
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	50.00	550.00	8	23%
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	99.95	.00	841.09	658.91	56	37%
685.186	Training	2,000.00	.00	2,000.00	.00	.00	675.00	1,325.00	34	96%
685.187	Special Projects	95,675.00	(95,675.00)	.00	.00	.00	.00	.00	+++	48%
685.192	KGB Operations	.00	.00	.00	118.38	.00	1,017.06	(1,017.06)	+++	2,04%
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	3,373.99	(3,373.99)	+++	1,22%
685.1921	KGB grant expenses	.00	.00	.00	305.28	.00	1,442.00	(1,442.00)	+++	58%
686.187	Professional Services	7,000.00	.00	7,000.00	.00	6,739.33	1,854.55	(1,593.88)	123	1,99%
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	540.00	460.00	54	15%
686.195	Repair/Maint Svc Contract	13,500.00	.00	13,500.00	1,164.69	.00	3,456.64	10,043.36	26	5,31%
686.1895	Employee wellness services	13,996.00	.00	13,996.00	985.80	.00	2,702.69	11,293.31	19	1,37%
687.203	Contract Services	.00	.00	.00	.00	.00	259.92	(259.92)	+++	6,43%
687.204	Janitorial Services	2,458.00	.00	2,458.00	.00	.00	360.00	2,098.00	15	1,02%
795.001	IT Internal Allocations	14,992.00	.00	14,992.00	.00	.00	2,194.37	12,797.63	15	2,76%
Department 12 - Public Works Totals		\$1,126,497.00	(\$95,675.00)	\$1,030,822.00	\$83,611.71	\$18,087.09	\$405,018.52	\$607,716.39	41%	\$450,49%
Department 13 - Information Technology										
400.101	Regular Pay	95,905.00	.00	95,905.00	8,484.17	.00	43,924.98	51,980.02	46	38,29%
405.114	FICA	7,340.00	.00	7,340.00	628.50	.00	3,173.20	4,166.80	43	2,81%
406.116	Retirement	17,800.00	.00	17,800.00	1,506.04	.00	7,943.68	9,856.32	45	6,61%
408.125	SCMIT Worker's Comp Ins.	1,200.00	.00	1,200.00	.00	275.88	551.77	372.35	69	48%
410.001	Health Claims Cost	9,959.00	.00	9,959.00	918.18	.00	4,441.42	5,517.58	45	3,84%
500.101	Supplies and Materials	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	34%
500.102	Equipment	2,500.00	.00	2,500.00	247.55	.00	247.55	2,252.45	10	38%
500.107	Technology Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	
610.111	Communications- Landline	500.00	.00	500.00	73.25	.00	332.44	167.56	66	16%
610.1110	Communications- Wireless	700.00	.00	700.00	46.31	.00	185.09	514.91	26	18%
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	1,100.00	.00	1,100.00	77.05	.00	1,151.18	(51.18)	105	33%
650.128	Water	209.00	.00	209.00	16.94	.00	86.86	122.14	42	7%
650.129	Wastewater	250.00	.00	250.00	18.58	.00	95.07	154.93	38	8%
650.130	Sanitation	400.00	.00	400.00	24.35	.00	121.75	278.25	30	12%
650.133	Stormwater	1,562.00	.00	1,562.00	209.52	.00	856.08	705.92	55	66%
650.134	Security Lights	540.00	.00	540.00	45.00	.00	225.00	315.00	42	22%
650.1271	Electricity- Sales Tax	45.00	.00	45.00	2.49	.00	13.70	31.30	30	1%
660.145	Gasoline & Oil	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
685.180	Membership Dues and Fees	50.00	.00	50.00	.00	.00	.00	50.00	0	
685.182	Other Operating Expenses	7,000.00	.00	7,000.00	542.72	.00	2,228.16	4,771.84	32	6,35%
685.1801	Subscriptions	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	4,87%

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 13 - Information Technology										
686.184	Technology Services	340,488.00	.00	340,488.00	13,923.70	18,511.12	70,522.17	251,454.71	26	71,324
686.194	Other Prof/Tech Services	.00	.00	.00	.00	.00	.00	.00	+++	8
686.195	Repair/Maint Svc Contract	250.00	.00	250.00	.00	.00	.00	250.00	0	
686.1895	Employee wellness services	998.00	.00	998.00	70.41	.00	193.05	804.95	19	9
795.001	IT Internal Allocations	(749,577.00)	.00	(749,577.00)	.00	.00	(109,718.67)	(639,858.33)	15	(138,056)
900.3950	Computer Software	250,000.00	.00	250,000.00	.00	(5,625.00)	.00	255,625.00	-2	
900.4300	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	5,43
Department 13 - Information Technology Totals		\$219.00	\$0.00	\$219.00	\$26,834.76	\$13,162.00	\$26,574.48	(\$39,517.48)	18145%	\$4,76
Department 14 - Fleet Services										
400.101	Regular Pay	164,559.00	.00	164,559.00	14,826.28	.00	75,874.24	88,684.76	46	64,39
401.103	Overtime	500.00	.00	500.00	.00	.00	45.11	454.89	9	
405.114	FICA	12,666.00	.00	12,666.00	1,102.29	.00	5,625.45	7,040.55	44	4,75
406.116	Retirement	30,728.00	.00	30,728.00	2,587.43	.00	13,927.82	16,800.18	45	11,06
408.125	SCMIT Worker's Comp Ins.	8,000.00	.00	8,000.00	.00	1,931.19	3,862.40	2,206.41	72	3,39
410.001	Health Claims Cost	24,536.00	.00	24,536.00	2,028.40	.00	9,818.88	14,717.12	40	9,06
410.002	Health Claim Costs-Retire	12,454.00	.00	12,454.00	2,616.04	.00	7,483.66	4,970.34	60	3,91
500.101	Supplies and Materials	5,600.00	.00	5,600.00	.00	.00	754.92	4,845.08	13	61
500.102	Equipment	5,000.00	.00	5,000.00	420.26	.00	809.02	4,190.98	16	1,58
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	20
501.101	Uniforms and Clothing	2,700.00	.00	2,700.00	494.01	.00	1,258.46	1,441.54	47	93
515.121	Safety Supplies	600.00	.00	600.00	389.09	.00	389.09	210.91	65	27
610.111	Communications- Landline	2,000.00	.00	2,000.00	87.68	.00	659.17	1,340.83	33	93
610.112	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	
610.1110	Communications- Wireless	600.00	.00	600.00	41.31	.00	196.88	403.12	33	16
620.114	Advertising	100.00	.00	100.00	.00	.00	.00	100.00	0	
640.124	Travel Expense	300.00	.00	300.00	28.00	.00	28.00	272.00	9	
650.127	Electricity	16,391.00	.00	16,391.00	622.71	.00	3,781.90	12,609.10	23	5,65
650.128	Water	877.00	.00	877.00	73.02	.00	359.73	517.27	41	31
650.129	Wastewater	908.00	.00	908.00	75.63	.00	372.99	535.01	41	32
650.130	Sanitation	523.00	.00	523.00	36.92	.00	184.60	338.40	35	18
650.133	Stormwater	1,010.00	.00	1,010.00	98.51	.00	545.63	464.37	54	42
650.134	Security Lights	511.00	.00	511.00	42.57	.00	212.85	298.15	42	21
650.1271	Electricity- Sales Tax	561.00	.00	561.00	34.88	.00	235.55	325.45	42	22
660.133	Repairs & Maint. Services	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
660.139	Fleet Services-RTA Mtce Allocation	6,000.00	.00	6,000.00	451.44	.00	667.09	5,332.91	11	5,56
660.145	Gasoline & Oil	3,000.00	.00	3,000.00	890.15	.00	1,590.57	1,409.43	53	1,15
660.1391	Fleet Services -Departmental Expense Allocation	1,745.00	.00	1,745.00	192.50	.00	385.00	1,360.00	22	1,59
660.1392	Fleet Svcs- Outside Vends	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,30

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 14 - Fleet Services										
662.140	Building Repairs	1,000.00	.00	1,000.00	.00	.00	246.36	753.64	25	
685.182	Other Operating Expenses	58,484.00	(57,984.00)	500.00	142.29	.00	142.29	357.71	28	10
685.186	Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.189	Employee Medical	.00	.00	.00	.00	.00	60.00	(60.00)	+++	
686.195	Repair/Maint Svc Contract	10,700.00	.00	10,700.00	.00	.00	5,226.00	5,474.00	49	5,90
686.1895	Employee wellness services	1,995.00	.00	1,995.00	140.83	.00	386.10	1,608.90	19	19
735.122	Services Billed	(212,130.00)	.00	(212,130.00)	(5,967.50)	.00	(115,246.88)	(96,883.12)	54	(117,045
795.001	IT Internal Allocations	14,992.00	.00	14,992.00	.00	.00	2,194.35	12,797.65	15	2,76
Department 14 - Fleet Services Totals		\$182,060.00	(\$57,984.00)	\$124,076.00	\$21,454.74	\$1,931.19	\$22,077.23	\$100,067.58	19%	\$10,17
Department 20 - General Government										
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	92,89
410.002	Health Claim Costs-Retire	20,087.00	.00	20,087.00	2,576.28	.00	14,734.32	5,352.68	73	5,35
510.106	Cleaning & Sanitation Sup	3,000.00	.00	3,000.00	60.32	.00	677.45	2,322.55	23	64
600.110	SCMIRF Property/Liab Ins	250,368.00	.00	250,368.00	21,194.98	2,575.38	161,155.25	86,637.37	65	128,84
600.111	Retirees Health Insurance	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	
600.112	Survivors Health Ins	6,500.00	.00	6,500.00	1,166.40	.00	4,753.96	1,746.04	73	1,84
600.1051	Employee Wellness &Safety	23,100.00	.00	23,100.00	325.00	.00	4,410.77	18,689.23	19	4,65
600.1052	Unemployment Insurance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
620.114	Advertising	200.00	.00	200.00	184.04	.00	268.04	(68.04)	134	8
640.124	Travel Expense	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
650.127	Electricity	2,494.00	.00	2,494.00	100.75	.00	1,002.46	1,491.54	40	77
650.128	Water	282.00	.00	282.00	28.85	.00	128.14	153.86	45	10
650.129	Wastewater	328.00	.00	328.00	32.76	.00	147.45	180.55	45	11
650.133	Stormwater	1,649.00	.00	1,649.00	166.51	.00	832.55	816.45	50	68
650.1271	Electricity- Sales Tax	218.00	.00	218.00	2.78	.00	28.25	189.75	13	7
660.133	Repairs & Maint. Services	10,000.00	(10,000.00)	.00	331.70	.00	760.35	(760.35)	+++	1,60
685.180	Membership Dues and Fees	3,000.00	.00	3,000.00	.00	.00	183.65	2,816.35	6	9
685.182	Other Operating Expenses	73,588.00	.00	73,588.00	42,511.17	.00	118,918.48	(45,330.48)	162	20,43
685.1822	City Hall - Temporary Locations	130,200.00	.00	130,200.00	.00	.00	43,260.00	86,940.00	33	51,91
686.186	Legal Services	75,000.00	.00	75,000.00	6,884.08	30,204.74	34,185.01	10,610.25	86	47,01
686.187	Professional Services	14,500.00	.00	14,500.00	.00	.00	261.38	14,238.62	2	14,07
686.190	Consulting Services	.00	.00	.00	.00	.00	5,200.00	(5,200.00)	+++	
686.192	Elections	10,500.00	.00	10,500.00	.00	.00	218.36	10,281.64	2	
686.194	Other Prof/Tech Services	.00	.00	.00	.00	.00	1,500.00	(1,500.00)	+++	
686.195	Repair/Maint Svc Contract	2,200.00	.00	2,200.00	112.90	.00	1,597.54	602.46	73	53
686.196	Bank Charges/Fees	3,500.00	.00	3,500.00	355.51	.00	1,909.08	1,590.92	55	1,94
686.199	Internal Engineering	45,504.00	.00	45,504.00	2,342.03	.00	17,946.71	27,557.29	39	14,59

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 20 - General Government										
686.1871	Audit Services	47,000.00	.00	47,000.00	.00	.00	.00	47,000.00	0	7,500
687.203	Contract Services	.00	.00	.00	4,626.53	151,875.36	4,626.53	(156,501.89)	+++	
687.204	Janitorial Services	10,874.00	.00	10,874.00	.00	.00	2,400.00	8,474.00	22	4,530
691.002	Clearing Expense Account	.00	.00	.00	19,531.19	.00	51,063.90	(51,063.90)	+++	8,360
720.002	Unclaimed funds to the State	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
795.995	GF Cost Distribution	(284,437.00)	.00	(284,437.00)	(23,703.08)	.00	(118,515.40)	(165,921.60)	42	(133,719)
Department 20 - General Government Totals		\$474,655.00	(\$10,000.00)	\$464,655.00	\$78,830.70	\$184,655.48	\$353,654.23	(\$73,654.71)	116%	\$274,990
Department 21 - Debt Service										
681.100	Capital Lease Principal	23,521.00	.00	23,521.00	.00	.00	23,520.00	1.00	100	38,420
681.120	Capital Lease Interest	4,162.00	.00	4,162.00	.00	.00	4,160.83	1.17	100	920
702.105	Interest on Bonds	.00	81,048.00	81,048.00	.00	.00	.00	81,048.00	0	
702.110	Bond Principal	.00	72,611.00	72,611.00	.00	.00	.00	72,611.00	0	
Department 21 - Debt Service Totals		\$27,683.00	\$153,659.00	\$181,342.00	\$0.00	\$0.00	\$27,680.83	\$153,661.17	15%	\$39,340
Department 22 - Other Financing Uses										
750.127	Transfers to Waste Mgmt	.00	.00	.00	.00	.00	.00	.00	+++	5,630
750.128	Transfer to Electric Fund	.00	.00	.00	.00	.00	.00	.00	+++	106,940
750.134	Transfer to Storm Water	192,867.00	.00	192,867.00	.00	.00	.00	192,867.00	0	37,480
750.140	Transfer to Capital Projects Reserve Fund	1,182,753.00	.00	1,182,753.00	.00	.00	.00	1,182,753.00	0	575,880
750.141	Transfer to Water Utility	.00	.00	.00	.00	.00	.00	.00	+++	51,710
750.142	Transfer to Wastewater	.00	.00	.00	.00	.00	.00	.00	+++	1,620
Department 22 - Other Financing Uses Totals		\$1,375,620.00	\$0.00	\$1,375,620.00	\$0.00	\$0.00	\$0.00	\$1,375,620.00	0%	\$779,270
EXPENSE TOTALS		\$13,550,155.00	\$1,636.00	\$13,551,791.00	\$997,045.57	\$415,471.82	\$4,723,154.47	\$8,413,164.71	38%	\$4,995,320
Fund 0010 - General Fund Totals										
REVENUE TOTALS		13,529,655.00	11,636.00	13,541,291.00	514,862.86	.00	1,896,715.97	11,644,575.03	14%	1,649,840
EXPENSE TOTALS		13,550,155.00	1,636.00	13,551,791.00	997,045.57	415,471.82	4,723,154.47	8,413,164.71	38%	4,995,320
Fund 0010 - General Fund Totals		(\$20,500.00)	\$10,000.00	(\$10,500.00)	(\$482,182.71)	(\$415,471.82)	(\$2,826,438.50)	\$3,231,410.32		(\$3,345,474)
Fund 0011 - Debt Service										
REVENUE										
Department 00 - Revenue										
311.002	Property Taxes -Debt Mill	180,000.00	.00	180,000.00	896.43	.00	13,324.14	166,675.86	7	4,360
Department 00 - Revenue Totals		\$180,000.00	\$0.00	\$180,000.00	\$896.43	\$0.00	\$13,324.14	\$166,675.86	7%	\$4,360
REVENUE TOTALS		\$180,000.00	\$0.00	\$180,000.00	\$896.43	\$0.00	\$13,324.14	\$166,675.86	7%	\$4,360
EXPENSE										
Department 21 - Debt Service										
681.130	GO Bond Principal	85,113.00	.00	85,113.00	.00	.00	.00	85,113.00	0	
681.140	GO Bond Interest	46,248.00	.00	46,248.00	.00	.00	.00	46,248.00	0	
750.137	Trns from/to Fund Balance	48,639.00	.00	48,639.00	.00	.00	.00	48,639.00	0	



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0011 - Debt Service										
EXPENSE										
Department 21 - Debt Service Totals		\$180,000.00	\$0.00	\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	0%	\$180,000.00
EXPENSE TOTALS		\$180,000.00	\$0.00	\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	0%	\$180,000.00
Fund 0011 - Debt Service Totals										
REVENUE TOTALS		180,000.00	.00	180,000.00	896.43	.00	13,324.14	166,675.86	7%	4,361.00
EXPENSE TOTALS		180,000.00	.00	180,000.00	.00	.00	.00	180,000.00	0%	
Fund 0011 - Debt Service Totals		\$0.00	\$0.00	\$0.00	\$896.43	\$0.00	\$13,324.14	(\$13,324.14)		\$4,361.00
Fund 0012 - Capital Projects Reserve Fund										
REVENUE										
Department 00 - Revenue										
331.000	Federal Grants	144,604.00	.00	144,604.00	.00	.00	.00	144,604.00	0	
331.010	Grant Revenue	595,412.00	(11,636.00)	583,776.00	163,365.84	.00	163,365.84	420,410.16	28	
331.069	Match Revenue	33,636.00	.00	33,636.00	.00	.00	.00	33,636.00	0	
392.004	From General Fund	1,182,753.00	.00	1,182,753.00	.00	.00	.00	1,182,753.00	0	575,880.00
392.015	Transfer from Capital Projects Fund	464,872.00	.00	464,872.00	.00	.00	.00	464,872.00	0	
Department 00 - Revenue Totals		\$2,421,277.00	(\$11,636.00)	\$2,409,641.00	\$163,365.84	\$0.00	\$163,365.84	\$2,246,275.16	7%	\$575,880.00
REVENUE TOTALS		\$2,421,277.00	(\$11,636.00)	\$2,409,641.00	\$163,365.84	\$0.00	\$163,365.84	\$2,246,275.16	7%	\$575,880.00
EXPENSE										
Department 26 - Special Projects										
900.903	Sidewalk Program	330,000.00	.00	330,000.00	.00	.00	.00	330,000.00	0	
900.1000	Infrastructure Improvemts	.00	.00	.00	.00	(8,500.00)	8,500.00	.00	+++	20,270.00
900.2000	Land	.00	.00	.00	.00	.00	271,206.76	(271,206.76)	+++	
900.3000	Buildings & Improvements	1,175,000.00	6,880.00	1,181,880.00	.00	160,500.00	1,100,457.06	(79,077.06)	107	129,260.00
900.3950	Computer Software	.00	.00	.00	15,500.00	.00	15,500.00	(15,500.00)	+++	
900.4100	Vehicles	339,375.00	3,120.00	342,495.00	.00	296,491.08	20,000.00	26,003.92	92	35,360.00
900.4200	Heavy Equipment	.00	.00	.00	.00	.00	.00	.00	+++	549,750.00
900.4300	Other Equipment	419,794.00	(11,636.00)	408,158.00	.00	185,395.75	3,245.04	219,517.21	46	53,160.00
900.6000	Other Improvements	157,108.00	.00	157,108.00	.00	(17,843.53)	32,083.09	142,868.44	9	39,880.00
Department 26 - Special Projects Totals		\$2,421,277.00	(\$1,636.00)	\$2,419,641.00	\$15,500.00	\$616,043.30	\$1,450,991.95	\$352,605.75	85%	\$827,700.00
EXPENSE TOTALS		\$2,421,277.00	(\$1,636.00)	\$2,419,641.00	\$15,500.00	\$616,043.30	\$1,450,991.95	\$352,605.75	85%	\$827,700.00
Fund 0012 - Capital Projects Reserve Fund Totals										
REVENUE TOTALS		2,421,277.00	(11,636.00)	2,409,641.00	163,365.84	.00	163,365.84	2,246,275.16	7%	575,880.00
EXPENSE TOTALS		2,421,277.00	(1,636.00)	2,419,641.00	15,500.00	616,043.30	1,450,991.95	352,605.75	85%	827,700.00
Fund 0012 - Capital Projects Reserve Fund Totals		\$0.00	(\$10,000.00)	(\$10,000.00)	\$147,865.84	(\$616,043.30)	(\$1,287,626.11)	\$1,893,669.41		(\$251,828.00)
Fund 0013 - TIF District										
REVENUE										
Department 00 - Revenue										
302.006	TIF Proceeds	91,612.00	.00	91,612.00	.00	.00	.00	91,612.00	0	



Budget Performance Report

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Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0013 - TIF District										
REVENUE										
	Department 00 - Revenue Totals	\$91,612.00	\$0.00	\$91,612.00	\$0.00	\$0.00	\$0.00	\$91,612.00	0%	\$0.00
	REVENUE TOTALS	\$91,612.00	\$0.00	\$91,612.00	\$0.00	\$0.00	\$0.00	\$91,612.00	0%	\$0.00
EXPENSE										
750.137	Trns from/to Fund Balance	91,612.00	.00	91,612.00	.00	.00	.00	91,612.00	0	
	EXPENSE TOTALS	\$91,612.00	\$0.00	\$91,612.00	\$0.00	\$0.00	\$0.00	\$91,612.00	0%	\$0.00
Fund 0013 - TIF District Totals										
	REVENUE TOTALS	91,612.00	.00	91,612.00	.00	.00	.00	91,612.00	0%	
	EXPENSE TOTALS	91,612.00	.00	91,612.00	.00	.00	.00	91,612.00	0%	
Fund 0013 - TIF District Totals										
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 0014 - American Rescue Plan Act (ARP)										
REVENUE										
Department 00 - Revenue										
306.001	Investment Earnings	.00	.00	.00	13,212.18	.00	65,928.79	(65,928.79)	+++	27,210.00
331.011	American Rescue Plan (ARP) Proceeds	.00	.00	.00	.00	.00	.00	.00	+++	2,176,070.00
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$13,212.18	\$0.00	\$65,928.79	(\$65,928.79)	+++	\$2,203,280.00
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$13,212.18	\$0.00	\$65,928.79	(\$65,928.79)	+++	\$2,203,280.00
EXPENSE										
687.203	Contract Services	.00	.00	.00	.00	(81,515.97)	.00	81,515.97	+++	1,900.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	(\$81,515.97)	\$0.00	\$81,515.97	+++	\$1,900.00
Fund 0014 - American Rescue Plan Act (ARP) Totals										
	REVENUE TOTALS	.00	.00	.00	13,212.18	.00	65,928.79	(65,928.79)	+++	2,203,280.00
	EXPENSE TOTALS	.00	.00	.00	.00	(81,515.97)	.00	81,515.97	+++	1,900.00
Fund 0014 - American Rescue Plan Act (ARP) Totals										
		\$0.00	\$0.00	\$0.00	\$13,212.18	\$81,515.97	\$65,928.79	(\$147,444.76)		\$2,201,380.00
Fund 0015 - Agency Fund										
REVENUE										
Department 00 - Revenue										
361.001	Investment Earnings	.00	.00	.00	166.73	.00	828.76	(828.76)	+++	390.00
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$166.73	\$0.00	\$828.76	(\$828.76)	+++	\$390.00
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$166.73	\$0.00	\$828.76	(\$828.76)	+++	\$390.00
Fund 0015 - Agency Fund Totals										
	REVENUE TOTALS	.00	.00	.00	166.73	.00	828.76	(828.76)	+++	390.00
	EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	
Fund 0015 - Agency Fund Totals										
		\$0.00	\$0.00	\$0.00	\$166.73	\$0.00	\$828.76	(\$828.76)		\$390.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

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Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0017 - Federal Grants										
EXPENSE										
Department 69 - Federal Grants										
500.101	Supplies and Materials	.00	.00	.00	.00	.00	.00	.00	+++	30%
Department 69 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$300.00
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$300.00
Fund 0017 - Federal Grants Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	30%
EXPENSE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	30%
Fund 0017 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		(\$300.00)
Fund 0018 - State and Local Grants										
REVENUE										
Department 00 - Revenue										
332.000	State Grants	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	3,411.00
332.008	Other Local Grants	.00	.00	.00	.00	.00	.00	.00	+++	2,721.00
Department 00 - Revenue Totals		\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%	\$6,131.00
REVENUE TOTALS		\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%	\$6,131.00
EXPENSE										
Department 70 - State and Local Grants										
500.101	Supplies and Materials	8,000.00	.00	8,000.00	.00	.00	3,505.58	4,494.42	44	7,961.00
500.102	Equipment	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
Department 70 - State and Local Grants Totals		\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$3,505.58	\$8,494.42	29%	\$7,961.00
EXPENSE TOTALS		\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$3,505.58	\$8,494.42	29%	\$7,961.00
Fund 0018 - State and Local Grants Totals										
REVENUE TOTALS		12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0%	6,131.00
EXPENSE TOTALS		12,000.00	.00	12,000.00	.00	.00	3,505.58	8,494.42	29%	7,961.00
Fund 0018 - State and Local Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,505.58)	\$3,505.58		(\$1,826.00)
Fund 0020 - State Accommodations Tax										
REVENUE										
Department 00 - Revenue										
318.001	Accommodations Tax	160,000.00	.00	160,000.00	.00	.00	48,907.76	111,092.24	31	53,179.00
361.001	Investment Earnings	500.00	.00	500.00	.00	.00	.00	500.00	0	
Department 00 - Revenue Totals		\$160,500.00	\$0.00	\$160,500.00	\$0.00	\$0.00	\$48,907.76	\$111,592.24	30%	\$53,179.00
REVENUE TOTALS		\$160,500.00	\$0.00	\$160,500.00	\$0.00	\$0.00	\$48,907.76	\$111,592.24	30%	\$53,179.00
EXPENSE										
Department 33 - State Accommodations Tax										
620.114	Advertising	100.00	.00	100.00	.00	.00	84.00	16.00	84	84.00
683.173	Tourism Related	50,000.00	.00	50,000.00	6,750.00	.00	6,750.00	43,250.00	14	4,761.00
683.174	Tourism Advertise/Promote	40,000.00	.00	40,000.00	7,172.33	.00	7,172.33	32,827.67	18	17,451.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

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Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0020 - State Accommodations Tax										
EXPENSE										
Department 33 - State Accommodations Tax										
685.187	Special Projects	.00	.00	.00	.00	.00	.00	.00	+++	15,450
750.124	Transfers to General Fund	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	26,400
750.137	Trns from/to Fund Balance	38,400.00	.00	38,400.00	.00	.00	.00	38,400.00	0	
Department 33 - State Accommodations Tax Totals		\$160,500.00	\$0.00	\$160,500.00	\$13,922.33	\$0.00	\$14,006.33	\$146,493.67	9%	\$64,160
EXPENSE TOTALS		\$160,500.00	\$0.00	\$160,500.00	\$13,922.33	\$0.00	\$14,006.33	\$146,493.67	9%	\$64,160
Fund 0020 - State Accommodations Tax Totals										
REVENUE TOTALS		160,500.00	.00	160,500.00	.00	.00	48,907.76	111,592.24	30%	53,170
EXPENSE TOTALS		160,500.00	.00	160,500.00	13,922.33	.00	14,006.33	146,493.67	9%	64,160
Fund 0020 - State Accommodations Tax Totals		\$0.00	\$0.00	\$0.00	(\$13,922.33)	\$0.00	\$34,901.43	(\$34,901.43)		(\$10,986)
Fund 0022 - Local Hospitality/ATax										
REVENUE										
Department 00 - Revenue										
324.001	Hospitality Fee	935,000.00	.00	935,000.00	70,868.04	.00	397,802.40	537,197.60	43	301,020
324.002	Accommodation Fees	160,000.00	.00	160,000.00	21,422.72	.00	79,375.91	80,624.09	50	71,750
331.000	Federal Grants	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	
331.069	Match Revenue	251,933.00	.00	251,933.00	.00	.00	.00	251,933.00	0	
332.015	DBA State Grant	77,060.00	.00	77,060.00	.00	.00	52,147.18	24,912.82	68	42,710
361.001	Investment Earnings	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
394.002	Transfer from fund balance	667,520.00	80,000.00	747,520.00	.00	.00	.00	747,520.00	0	
Department 00 - Revenue Totals		\$2,344,513.00	\$80,000.00	\$2,424,513.00	\$92,290.76	\$0.00	\$529,325.49	\$1,895,187.51	22%	\$415,490
REVENUE TOTALS		\$2,344,513.00	\$80,000.00	\$2,424,513.00	\$92,290.76	\$0.00	\$529,325.49	\$1,895,187.51	22%	\$415,490
EXPENSE										
Department 08 - Winyah Auditorium										
650.127	Electricity	9,000.00	.00	9,000.00	568.85	.00	4,192.33	4,807.67	47	4,210
685.182	Other Operating Expenses	26,000.00	.00	26,000.00	.00	.00	26,000.00	.00	100	
Department 08 - Winyah Auditorium Totals		\$35,000.00	\$0.00	\$35,000.00	\$568.85	\$0.00	\$30,192.33	\$4,807.67	86%	\$4,210
Department 23 - Accommodation Taxes (ATAX)										
400.101	Regular Pay	129,022.00	.00	129,022.00	4,353.32	.00	23,297.13	105,724.87	18	19,520
401.103	Overtime	44,150.00	.00	44,150.00	1,755.77	.00	20,543.03	23,606.97	47	
405.114	FICA	13,248.00	.00	13,248.00	449.29	.00	3,331.34	9,916.66	25	1,430
406.116	Retirement	35,911.00	.00	35,911.00	591.87	.00	5,104.11	30,806.89	14	3,880
410.001	Health Claims Cost	3,615.00	.00	3,615.00	290.50	.00	1,452.50	2,162.50	40	1,450
620.114	Advertising	150.00	.00	150.00	.00	.00	.00	150.00	0	
681.100	Capital Lease Principal	12,992.00	.00	12,992.00	.00	.00	12,992.00	.00	100	
681.120	Capital Lease Interest	2,298.00	.00	2,298.00	.00	.00	2,298.37	(.37)	100	
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	.00	.00	+++	20
750.124	Transfers to General Fund	125,000.00	.00	125,000.00	.00	.00	.00	125,000.00	0	52,080



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0022 - Local Hospitality/ATax										
EXPENSE										
Department 23 - Accommodation Taxes (ATAX) Totals		\$366,386.00	\$0.00	\$366,386.00	\$7,440.75	\$0.00	\$69,018.48	\$297,367.52	19%	\$78,411.00
Department 24 - Hospitality Taxes (HTAX)										
683.174	Tourism Advertise/Promote	194,000.00	.00	194,000.00	16,458.97	.00	30,590.42	163,409.58	16	50,831.00
685.182	Other Operating Expenses	98,100.00	.00	98,100.00	19,701.09	39,044.35	27,051.90	32,003.75	67	12,981.00
685.187	Special Projects	114,700.00	.00	114,700.00	19,253.14	9,538.49	41,485.14	63,676.37	44	50,911.00
685.1871	Way-finding project	50,000.00	.00	50,000.00	4,099.75	15,857.18	16,037.45	18,105.37	64	1,851.00
686.191	Contract Services/Studies	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
686.195	Repair/Maint Svc Contract	56,000.00	.00	56,000.00	3,707.00	.00	10,065.66	45,934.34	18	11,561.00
687.204	Janitorial Services	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0	25,021.00
900.905	Park Improvements	362,500.00	(15,017.00)	347,483.00	1,294.80	102,730.83	36,270.97	208,481.20	40	13,091.00
900.1000	Infrastructure Improvments	360,933.00	.00	360,933.00	.00	(1,130.00)	1,130.00	360,933.00	0	1,351.00
900.2000	Land	145,000.00	.00	145,000.00	.00	3,500.00	136,387.79	5,112.21	96	.00
900.3000	Buildings & Improvements	24,000.00	15,017.00	39,017.00	79,560.79	(40,544.34)	79,560.79	.55	100	.00
900.4100	Vehicles	53,125.00	.00	53,125.00	.00	48,100.00	.00	5,025.00	91	.00
900.4300	Other Equipment	69,000.00	.00	69,000.00	37,121.38	25,968.00	48,131.72	(5,099.72)	107	20,561.00
900.6000	Other Improvements	.00	.00	.00	.00	.00	87,176.18	(87,176.18)	+++	.00
Department 24 - Hospitality Taxes (HTAX) Totals		\$1,617,358.00	\$0.00	\$1,617,358.00	\$181,196.92	\$203,064.51	\$513,888.02	\$900,405.47	44%	\$188,181.00
Department 29 - Kaminski House										
600.110	SCMIRF Property/Liab Ins	23,520.00	.00	23,520.00	.00	.00	11,311.96	12,208.04	48	9,851.00
650.127	Electricity	3,326.00	.00	3,326.00	298.85	.00	1,211.72	2,114.28	36	1,101.00
650.133	Stormwater	1,806.00	.00	1,806.00	104.33	.00	824.37	981.63	46	751.00
650.1271	Electricity- Sales Tax	117.00	.00	117.00	8.71	.00	35.20	81.80	30	31.00
687.203	Contract Services	297,000.00	.00	297,000.00	.00	.00	95,000.00	202,000.00	32	82,501.00
Department 29 - Kaminski House Totals		\$325,769.00	\$0.00	\$325,769.00	\$411.89	\$0.00	\$108,383.25	\$217,385.75	33%	\$94,251.00
EXPENSE TOTALS		\$2,344,513.00	\$0.00	\$2,344,513.00	\$189,618.41	\$203,064.51	\$721,482.08	\$1,419,966.41	39%	\$365,061.00
Fund 0022 - Local Hospitality/ATax Totals										
REVENUE TOTALS		2,344,513.00	80,000.00	2,424,513.00	92,290.76	.00	529,325.49	1,895,187.51	22%	415,491.00
EXPENSE TOTALS		2,344,513.00	.00	2,344,513.00	189,618.41	203,064.51	721,482.08	1,419,966.41	39%	365,061.00
Fund 0022 - Local Hospitality/ATax Totals		\$0.00	\$80,000.00	\$80,000.00	(\$97,327.65)	(\$203,064.51)	(\$192,156.59)	\$475,221.10		\$50,431.00
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	13,635,876.00	.00	13,635,876.00	968,508.09	.00	4,834,718.56	8,801,157.44	35	4,172,901.00
301.001	Revenue from Energy Efficiency Program	30,000.00	.00	30,000.00	1,354.06	.00	7,166.54	22,833.46	24	8,971.00
301.002	New Turn Ons	4,500.00	.00	4,500.00	330.00	.00	1,760.00	2,740.00	39	2,141.00
301.004	Security Lights	290,000.00	.00	290,000.00	26,792.00	.00	123,320.97	166,679.03	43	122,011.00
301.012	Restores	70,000.00	.00	70,000.00	6,600.00	.00	33,151.95	36,848.05	47	30,601.00
302.001	Penalties	120,000.00	.00	120,000.00	10,769.78	.00	68,801.84	51,198.16	57	58,871.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
302.002	Pole Rental	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	
306.001	Investment Earnings	30,000.00	.00	30,000.00	23,370.06	.00	116,142.03	(86,142.03)	387	58,669
307.002	Sale Of Scrap	500.00	.00	500.00	.00	.00	.00	500.00	0	
335.004	Fema Recovery	.00	.00	.00	84,415.67	.00	84,415.67	(84,415.67)	+++	
369.002	Miscellaneous Revenue	3,000.00	.00	3,000.00	.00	.00	4,119.11	(1,119.11)	137	48,300
371.000	Budget Balancing Account	(821,557.00)	.00	(821,557.00)	.00	.00	.00	(821,557.00)	0	
394.002	Transfer from fund balance	519,386.00	.00	519,386.00	.00	.00	.00	519,386.00	0	
395.001	Transfer from General Fund	.00	.00	.00	.00	.00	.00	.00	+++	106,940
Department 00 - Revenue Totals		\$14,131,705.00	\$0.00	\$14,131,705.00	\$1,122,139.66	\$0.00	\$5,273,596.67	\$8,858,108.33	37%	\$4,561,611
REVENUE TOTALS		\$14,131,705.00	\$0.00	\$14,131,705.00	\$1,122,139.66	\$0.00	\$5,273,596.67	\$8,858,108.33	37%	\$4,561,611
EXPENSE										
Department 19 - Electric										
400.101	Regular Pay	946,840.00	.00	946,840.00	64,399.90	.00	329,573.83	617,266.17	35	312,280
401.103	Overtime	17,000.00	.00	17,000.00	2,332.12	.00	8,847.77	8,152.23	52	10,490
401.105	On-call pay	12,000.00	.00	12,000.00	800.00	.00	4,400.00	7,600.00	37	4,400
401.106	Contract Labor	665,000.00	.00	665,000.00	18,057.90	535,965.33	99,034.67	30,000.00	95	92,690
401.107	Labor Billed	.00	.00	.00	.00	.00	(1,073.04)	1,073.04	+++	
405.114	FICA	77,714.00	.00	77,714.00	4,977.86	.00	25,220.02	52,493.98	32	23,940
406.116	Retirement	188,543.00	.00	188,543.00	11,828.26	.00	62,969.61	125,573.39	33	56,020
408.125	SCMIT Worker's Comp Ins.	77,000.00	.00	77,000.00	.00	19,208.48	39,346.72	18,444.80	76	33,800
410.001	Health Claims Cost	104,386.00	.00	104,386.00	7,802.54	.00	36,015.18	68,370.82	35	33,270
410.002	Health Claim Costs-Retire	36,994.00	.00	36,994.00	6,212.50	.00	19,626.21	17,367.79	53	11,200
500.101	Supplies and Materials	14,300.00	.00	14,300.00	450.03	.00	3,906.72	10,393.28	27	4,970
500.102	Equipment	7,500.00	.00	7,500.00	2,402.14	.00	2,402.14	5,097.86	32	1,560
500.103	Furniture	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
501.101	Uniforms and Clothing	15,900.00	.00	15,900.00	20.38	.00	1,094.99	14,805.01	7	6,810
514.114	Wire Expense	35,000.00	.00	35,000.00	1,683.91	.00	13,628.90	21,371.10	39	11,100
514.115	Christmas Decorations	23,350.00	.00	23,350.00	7,966.43	334.56	10,490.88	12,524.56	46	5,740
514.116	Pole Line Hardware	12,000.00	.00	12,000.00	1,701.57	.00	11,616.61	383.39	97	5,870
514.117	Poles & Crossarms	15,000.00	.00	15,000.00	1,041.07	.00	5,167.49	9,832.51	34	1,540
514.118	Fuel for Peak Shaving Generation	125,000.00	.00	125,000.00	1,929.20	.00	48,981.83	76,018.17	39	61,340
515.121	Safety Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	
515.123	Special Dept Supplies	16,000.00	.00	16,000.00	1,178.09	.00	3,540.61	12,459.39	22	6,940
521.128	Meter Supplies	35,000.00	.00	35,000.00	148.57	.00	14,152.90	20,847.10	40	18,790
523.133	Street Light Supplies	4,000.00	.00	4,000.00	503.20	.00	1,782.24	2,217.76	45	1,110
531.143	Security Lights	32,000.00	.00	32,000.00	1,097.65	.00	8,460.16	23,539.84	26	15,840
531.145	Transformer Supplies	80,000.00	.00	80,000.00	15,463.54	.00	74,059.42	5,940.58	93	4,980

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
540.150	Power Purchases	7,540,000.00	.00	7,540,000.00	511,655.57	.00	3,160,778.72	4,379,221.28	42	3,047,419
540.153	Energy Efficiency Program	50,000.00	.00	50,000.00	1,157.81	.00	5,920.91	44,079.09	12	11,051
541.001	Santee Cooper Settlement Expenses	519,386.00	.00	519,386.00	.00	.00	.00	519,386.00	0	
600.110	SCMIRF Property/Liab Ins	101,952.00	.00	101,952.00	.00	.00	49,033.87	52,918.13	48	42,731
610.111	Communications- Landline	5,500.00	.00	5,500.00	462.83	.00	2,740.26	2,759.74	50	2,501
610.112	Postage	6,000.00	.00	6,000.00	1,672.08	.00	7,447.64	(1,447.64)	124	2,711
610.1110	Communications- Wireless	10,000.00	.00	10,000.00	783.61	.00	3,577.63	6,422.37	36	3,441
620.114	Advertising	600.00	.00	600.00	.00	.00	84.00	516.00	14	71
640.124	Travel Expense	12,100.00	.00	12,100.00	.00	.00	.00	12,100.00	0	
650.127	Electricity	24,709.00	.00	24,709.00	2,163.60	.00	10,554.59	14,154.41	43	8,581
650.128	Water	2,613.00	.00	2,613.00	318.41	.00	1,253.74	1,359.26	48	901
650.129	Wastewater	2,753.00	.00	2,753.00	316.62	.00	1,239.75	1,513.25	45	971
650.130	Sanitation	2,389.00	.00	2,389.00	168.66	.00	843.30	1,545.70	35	841
650.133	Stormwater	1,960.00	.00	1,960.00	344.53	.00	1,117.17	842.83	57	811
650.134	Security Lights	10,188.00	.00	10,188.00	849.00	.00	4,245.00	5,943.00	42	4,241
650.1271	Electricity- Sales Tax	470.00	.00	470.00	30.46	.00	182.71	287.29	39	181
660.133	Repairs & Maint. Services	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	381
660.139	Fleet Services-RTA Mtce Allocation	10,000.00	.00	10,000.00	1,338.64	.00	3,533.37	6,466.63	35	5,241
660.140	Hydraulic Repair	12,000.00	.00	12,000.00	2,900.00	.00	2,900.00	9,100.00	24	441
660.145	Gasoline & Oil	32,000.00	.00	32,000.00	5,020.07	.00	10,143.19	21,856.81	32	12,941
660.1391	Fleet Services -Departmental Expense Allocation	19,919.00	.00	19,919.00	770.00	.00	10,174.24	9,744.76	51	10,101
660.1392	Fleet Svcs- Outside Vends	10,000.00	.00	10,000.00	286.40	.00	1,150.60	8,849.40	12	12,471
662.140	Building Repairs	500.00	.00	500.00	.00	.00	.00	500.00	0	
662.141	Department Repairs	123,809.00	.00	123,809.00	916.90	.00	67,445.27	56,363.73	54	8,331
663.145	Sub-Station Maintenance	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
663.146	Transformers Repairs	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	71
664.101	Community Education	1,000.00	.00	1,000.00	.00	.00	808.51	191.49	81	401
670.155	Building Rental	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
670.156	Equipment Rental/Lease	3,800.00	.00	3,800.00	283.73	.00	1,308.03	2,491.97	34	1,581
681.100	Capital Lease Principal	34,347.00	.00	34,347.00	.00	.00	34,346.67	.33	100	
681.120	Capital Lease Interest	6,077.00	.00	6,077.00	.00	.00	6,076.14	.86	100	
682.170	Infrared Test	850.00	.00	850.00	.00	.00	.00	850.00	0	731
682.171	Safety Testing/Compliance	3,500.00	.00	3,500.00	.00	.00	1,219.85	2,280.15	35	1,891
682.173	Tree Crew Maintenance	12,000.00	.00	12,000.00	377.87	.00	4,293.69	7,706.31	36	3,151
685.180	Membership Dues and Fees	27,219.00	.00	27,219.00	1,600.80	.00	6,587.04	20,631.96	24	9,981
685.182	Other Operating Expenses	50,000.00	.00	50,000.00	748.19	.00	8,528.31	41,471.69	17	241
685.183	Depreciation	858,534.00	.00	858,534.00	.00	.00	192,767.37	665,766.63	22	302,621
685.186	Training	19,950.00	.00	19,950.00	.00	.00	700.00	19,250.00	4	991

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
685.190	Landfill Fees	8,000.00	.00	8,000.00	333.20	.00	2,026.25	5,973.75	25	3,101
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	.00	.00	+++	34,251
686.186	Legal Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
686.187	Professional Services	10,200.00	.00	10,200.00	115.92	6,739.33	2,172.77	1,287.90	87	10,301
686.188	Architect/Engineer Servcs	50,000.00	.00	50,000.00	4,310.90	.00	20,133.59	29,866.41	40	45,201
686.189	Employee Medical	.00	.00	.00	.00	.00	220.00	(220.00)	+++	21
686.191	Contract Services/Studies	2,400.00	.00	2,400.00	278.13	18,526.75	1,492.26	(17,619.01)	834	881
686.195	Repair/Maint Svc Contract	23,700.00	.00	23,700.00	650.00	.00	3,585.29	20,114.71	15	4,131
686.196	Bank Charges/Fees	19,500.00	.00	19,500.00	1,635.34	.00	8,781.78	10,718.22	45	8,931
686.199	Internal Engineering	22,753.00	.00	22,753.00	1,171.02	.00	8,973.36	13,779.64	39	7,291
686.1895	Employee wellness services	13,996.00	.00	13,996.00	985.80	.00	2,702.69	11,293.31	19	1,371
687.202	Utility Billing Services	50,000.00	.00	50,000.00	453.45	.00	20,903.01	29,096.99	42	21,971
687.204	Janitorial Services	2,495.00	.00	2,495.00	.00	.00	.00	2,495.00	0	1,031
702.105	Interest on Bonds	54,755.00	55,052.00	109,807.00	.00	.00	.00	109,807.00	0	
702.110	Bond Principal	719,539.00	(55,052.00)	664,487.00	.00	.00	.00	664,487.00	0	
703.1001	Agent Fees	.00	.00	.00	.00	.00	2,500.00	(2,500.00)	+++	
720.001	Provision for Bad Debts	40,000.00	.00	40,000.00	3,333.33	.00	16,666.65	23,333.35	42	16,661
750.124	Transfers to General Fund	819,987.00	.00	819,987.00	68,332.25	.00	341,661.25	478,325.75	42	304,421
750.142	Transfer to Wastewater	89,605.00	.00	89,605.00	.00	.00	.00	89,605.00	0	
795.001	IT Internal Allocations	187,394.00	.00	187,394.00	.00	.00	27,429.67	159,964.33	15	34,511
795.995	GF Cost Distribution	505,966.00	.00	505,966.00	42,163.83	.00	210,819.15	295,146.85	42	192,891
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	.00	.00	+++	87,801
900.3100	Electric Distribution	2,045,000.00	.00	2,045,000.00	1,732.63	725,567.57	41,168.71	1,278,263.72	37	8,821
900.4100	Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	26,631
900.4300	Other Equipment	61,250.00	.00	61,250.00	.00	.00	.00	61,250.00	0	
900.6000	Other Improvements	.00	.00	.00	.00	(9,192.11)	15,110.98	(5,918.87)	+++	
7999.9999	Principal Reclassified	(615,167.00)	.00	(615,167.00)	.00	.00	.00	(615,167.00)	0	
9999.9999	Assets Reclassified	(2,106,250.00)	.00	(2,106,250.00)	.00	.00	.00	(2,106,250.00)	0	(123,266)
Department 19 - Electric Totals		\$14,106,475.00	\$0.00	\$14,106,475.00	\$811,658.44	\$1,297,149.91	\$5,150,594.84	\$7,658,730.25	46%	\$4,909,971
Department 36 - Fiber Optics										
662.141	Department Repairs	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	
685.183	Depreciation	230.00	.00	230.00	.00	.00	57.32	172.68	25	91
Department 36 - Fiber Optics Totals		\$25,230.00	\$0.00	\$25,230.00	\$0.00	\$0.00	\$57.32	\$25,172.68	0%	\$91
EXPENSE TOTALS		\$14,131,705.00	\$0.00	\$14,131,705.00	\$811,658.44	\$1,297,149.91	\$5,150,652.16	\$7,683,902.93	46%	\$4,910,061
Fund 0030 - Electric Utility Fund Totals										
REVENUE TOTALS		14,131,705.00	.00	14,131,705.00	1,122,139.66	.00	5,273,596.67	8,858,108.33	37%	4,561,611
EXPENSE TOTALS		14,131,705.00	.00	14,131,705.00	811,658.44	1,297,149.91	5,150,652.16	7,683,902.93	46%	4,910,061

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$0.00	\$0.00	\$310,481.22	(\$1,297,149.91)	\$122,944.51	\$1,174,205.40		(\$348,458)
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	4,143,439.00	.00	4,143,439.00	322,646.04	.00	1,394,305.18	2,749,133.82	34	1,266,950
301.002	New Turn Ons	3,500.00	.00	3,500.00	240.00	.00	1,430.00	2,070.00	41	1,290
301.006	Sale Of Raw Water	13,000.00	.00	13,000.00	1,117.49	.00	5,716.52	7,283.48	44	5,630
301.009	New Service Taps	25,000.00	.00	25,000.00	.00	.00	6,200.00	18,800.00	25	14,000
301.013	Meter Installation	12,000.00	.00	12,000.00	600.00	.00	2,550.00	9,450.00	21	8,400
302.001	Penalties	26,000.00	.00	26,000.00	4,141.41	.00	22,386.60	3,613.40	86	16,840
306.001	Investment Earnings	.00	.00	.00	4,620.64	.00	22,962.87	(22,962.87)	+++	11,580
324.020	Water Impact Fee	19,000.00	.00	19,000.00	.00	.00	10,840.00	8,160.00	57	36,480
369.002	Miscellaneous Revenue	5,000.00	.00	5,000.00	315.00	.00	56,040.38	(51,040.38)	1121	3,080
371.000	Budget Balancing Account	(227,301.00)	.00	(227,301.00)	.00	.00	.00	(227,301.00)	0	
391.001	Sale of Assets	.00	.00	.00	2,380.00	.00	2,380.00	(2,380.00)	+++	
395.001	Transfer from General Fund	.00	.00	.00	.00	.00	.00	.00	+++	51,710
Department 00 - Revenue Totals		\$4,019,638.00	\$0.00	\$4,019,638.00	\$336,060.58	\$0.00	\$1,524,811.55	\$2,494,826.45	38%	\$1,415,980
REVENUE TOTALS		\$4,019,638.00	\$0.00	\$4,019,638.00	\$336,060.58	\$0.00	\$1,524,811.55	\$2,494,826.45	38%	\$1,415,980
EXPENSE										
Department 15 - Water Distribution										
400.101	Regular Pay	178,397.00	.00	178,397.00	12,674.31	.00	41,294.91	137,102.09	23	73,480
401.103	Overtime	17,000.00	.00	17,000.00	118.74	.00	2,939.36	14,060.64	17	9,240
401.105	On-call pay	5,200.00	.00	5,200.00	.00	.00	.00	5,200.00	0	2,200
405.114	FICA	15,348.00	.00	15,348.00	944.34	.00	3,296.57	12,051.43	21	6,070
406.116	Retirement	37,231.00	.00	37,231.00	2,210.75	.00	8,028.64	29,202.36	22	14,350
408.125	SCMIT Worker's Comp Ins.	18,500.00	.00	18,500.00	.00	3,816.41	6,748.21	7,935.38	57	6,710
410.001	Health Claims Cost	23,110.00	.00	23,110.00	2,197.04	.00	5,525.76	17,584.24	24	8,660
410.002	Health Claim Costs-Retire	1,145.00	.00	1,145.00	48.24	.00	1,019.20	125.80	89	(164)
500.101	Supplies and Materials	3,500.00	.00	3,500.00	.00	.00	3,294.36	205.64	94	1,460
500.102	Equipment	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	810
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	65.60	.00	549.22	3,850.78	12	1,340
513.112	Asphalt/Concrete/Gravel	51,000.00	.00	51,000.00	74.00	9,796.50	203.50	41,000.00	20	12,620
514.110	Water Dist System Supply	70,000.00	.00	70,000.00	5,179.53	.00	21,168.77	48,831.23	30	25,170
515.129	Permit Fees Due To Others	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
523.136	Hydrant Replacement	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	(1,838)
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	209.86	90.14	70	
600.110	SCMIRF Property/Liab Ins	54,048.00	.00	54,048.00	.00	.00	25,994.41	28,053.59	48	22,650
610.112	Postage	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
610.1110	Communications- Wireless	2,040.00	.00	2,040.00	79.32	.00	317.13	1,722.87	16	350
620.114	Advertising	600.00	.00	600.00	.00	.00	.00	600.00	0	80
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 15 - Water Distribution										
650.127	Electricity	9,978.00	.00	9,978.00	827.32	.00	4,155.23	5,822.77	42	3,561
650.128	Water	37,706.00	.00	37,706.00	2,952.13	.00	17,939.85	19,766.15	48	14,101
650.129	Wastewater	12,788.00	.00	12,788.00	960.51	.00	5,309.40	7,478.60	42	4,781
650.130	Sanitation	793.00	.00	793.00	55.96	.00	279.80	513.20	35	271
650.133	Stormwater	5,671.00	.00	5,671.00	3,723.16	.00	5,768.36	(97.36)	102	2,361
650.1271	Electricity- Sales Tax	279.00	.00	279.00	29.07	.00	156.31	122.69	56	101
660.133	Repairs & Maint. Services	23,000.00	.00	23,000.00	.00	.00	.00	23,000.00	0	221
660.139	Fleet Services-RTA Mtce Allocation	7,500.00	.00	7,500.00	682.52	.00	950.26	6,549.74	13	2,861
660.145	Gasoline & Oil	10,000.00	.00	10,000.00	974.32	.00	1,626.89	8,373.11	16	3,861
660.1391	Fleet Services -Departmental Expense Allocation	4,709.00	.00	4,709.00	495.00	.00	3,339.05	1,369.95	71	3,921
660.1392	Fleet Svcs- Outside Vends	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	3,181
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	.00	500.00	0	
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	569.12	.00	671.12	828.88	45	271
685.183	Depreciation	515,598.00	.00	515,598.00	.00	.00	114,470.04	401,127.96	22	189,871
685.186	Training	1,100.00	.00	1,100.00	.00	.00	.00	1,100.00	0	351
686.187	Professional Services	3,700.00	.00	3,700.00	.00	2,248.46	792.92	658.62	82	661
686.189	Employee Medical	1,500.00	.00	1,500.00	.00	.00	450.00	1,050.00	30	
686.191	Contract Services/Studies	252,000.00	.00	252,000.00	17,524.64	48,702.00	39,658.04	163,639.96	35	881
686.196	Bank Charges/Fees	7,750.00	.00	7,750.00	639.91	.00	3,436.33	4,313.67	44	3,491
686.199	Internal Engineering	22,752.00	.00	22,752.00	1,171.02	.00	8,973.36	13,778.64	39	7,291
686.1895	Employee wellness services	5,004.00	.00	5,004.00	352.07	.00	965.24	4,038.76	19	491
687.202	Utility Billing Services	7,500.00	.00	7,500.00	68.59	.00	3,161.76	4,338.24	42	3,321
687.204	Janitorial Services	824.00	.00	824.00	.00	.00	106.68	717.32	13	341
702.106	Interest- Bonds	99,372.00	.00	99,372.00	.00	.00	.00	99,372.00	0	20,681
702.110	Bond Principal	396,021.00	.00	396,021.00	.00	.00	.00	396,021.00	0	71,211
703.109	Agents Fee	8,000.00	.00	8,000.00	1,612.50	.00	4,475.00	3,525.00	56	4,551
720.001	Provision for Bad Debts	9,000.00	.00	9,000.00	666.67	.00	3,333.35	5,666.65	37	3,331
750.124	Transfers to General Fund	172,681.00	.00	172,681.00	14,390.08	.00	71,950.40	100,730.60	42	65,051
795.995	GF Cost Distribution	109,190.00	.00	109,190.00	9,099.17	.00	45,495.85	63,694.15	42	41,621
795.999	Allocation G&A Services	90,990.00	.00	90,990.00	.00	.00	21,257.50	69,732.50	23	27,711
900.3500	Water Distribution	700,000.00	.00	700,000.00	118,645.76	(64,434.83)	129,712.33	634,722.50	9	
900.4100	Vehicles	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0	
900.4300	Other Equipment	31,250.00	.00	31,250.00	.00	.00	.00	31,250.00	0	
7999.9999	Principal Reclassified	(396,021.00)	.00	(396,021.00)	.00	.00	.00	(396,021.00)	0	(71,219)
9999.9999	Assets Reclassified	(771,250.00)	.00	(771,250.00)	.00	.00	.00	(771,250.00)	0	(233,034)
Department 15 - Water Distribution Totals		\$1,925,004.00	\$0.00	\$1,925,004.00	\$199,031.39	\$128.54	\$609,024.97	\$1,315,850.49	32%	\$359,441

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
400.101	Regular Pay	289,752.00	.00	289,752.00	23,207.36	.00	119,770.87	169,981.13	41	103,887.00
401.103	Overtime	8,000.00	.00	8,000.00	2,546.32	.00	5,226.29	2,773.71	65	(276.00)
401.105	On-call pay	5,200.00	.00	5,200.00	533.36	.00	2,933.48	2,266.52	56	2,733.00
405.114	FICA	23,176.00	.00	23,176.00	1,931.09	.00	9,324.05	13,851.95	40	7,581.00
406.116	Retirement	56,228.00	.00	56,228.00	4,590.33	.00	23,410.06	32,817.94	42	18,221.00
408.125	SCMIT Worker's Comp Ins.	13,500.00	.00	13,500.00	.00	3,437.06	6,874.15	3,188.79	76	6,041.00
410.001	Health Claims Cost	42,884.00	.00	42,884.00	3,930.09	.00	18,840.38	24,043.62	44	18,241.00
410.002	Health Claim Costs-Retire	10,925.00	.00	10,925.00	.00	.00	.00	10,925.00	0	2,814.00
500.101	Supplies and Materials	2,500.00	.00	2,500.00	25.43	.00	337.14	2,162.86	13	1,411.00
500.102	Equipment	6,500.00	.00	6,500.00	.00	.00	246.06	6,253.94	4	.00
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	1,089.43	.00	1,264.22	2,735.78	32	333.00
512.108	Chemicals	352,600.00	.00	352,600.00	17,034.74	74,431.76	128,887.55	149,280.69	58	101,143.00
512.109	Laboratory Supplies	28,000.00	.00	28,000.00	53.12	.00	9,297.15	18,702.85	33	7,791.00
515.121	Safety Supplies	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	233.00
515.129	Permit Fees Due To Others	23,000.00	.00	23,000.00	.00	.00	20,712.00	2,288.00	90	20,421.00
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
540.151	IP Raw Water Contract-Cty	22,960.00	.00	22,960.00	2,008.27	.00	8,406.00	14,554.00	37	7,131.00
540.152	Raw Water Pump Maint.	65,000.00	.00	65,000.00	6,623.07	.00	30,767.94	34,232.06	47	24,991.00
540.157	Treated Water Purchase	200.00	.00	200.00	7.02	.00	21.06	178.94	11	21.00
540.1510	IP Raw Water Contract-Stl	11,808.00	.00	11,808.00	524.17	.00	2,158.37	9,649.63	18	2,781.00
600.110	SCMIRF Property/Liab Ins	162,912.00	.00	162,912.00	.00	.00	78,352.61	84,559.39	48	68,291.00
610.111	Communications- Landline	1,500.00	.00	1,500.00	40.91	.00	533.16	966.84	36	521.00
610.112	Postage	800.00	.00	800.00	.00	.00	.00	800.00	0	.00
610.1110	Communications- Wireless	660.00	.00	660.00	41.31	.00	165.09	494.91	25	161.00
620.114	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
650.127	Electricity	104,948.00	.00	104,948.00	7,051.43	.00	39,956.52	64,991.48	38	36,741.00
650.130	Sanitation	1,056.00	.00	1,056.00	75.20	.00	376.00	680.00	36	371.00
650.133	Stormwater	2,860.00	.00	2,860.00	426.43	.00	1,507.75	1,352.25	53	1,191.00
650.134	Security Lights	1,584.00	.00	1,584.00	132.00	.00	660.00	924.00	42	660.00
650.1271	Electricity- Sales Tax	107.00	.00	107.00	5.33	.00	36.63	70.37	34	31.00
660.133	Repairs & Maint. Services	60,000.00	.00	60,000.00	241.93	.00	3,838.05	56,161.95	6	7,831.00
660.139	Fleet Services-RTA Mtce Allocation	1,000.00	.00	1,000.00	.00	.00	98.55	901.45	10	381.00
660.145	Gasoline & Oil	1,750.00	.00	1,750.00	262.07	.00	345.04	1,404.96	20	191.00
660.1391	Fleet Services -Departmental Expense Allocation	1,464.00	.00	1,464.00	.00	.00	670.88	793.12	46	1,201.00
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
685.180	Membership Dues and Fees	1,100.00	.00	1,100.00	.00	.00	45.00	1,055.00	4	41.00

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
685.182	Other Operating Expenses	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	11%
685.183	Depreciation	346,292.00	.00	346,292.00	.00	.00	65,292.45	280,999.55	19	118,69%
685.186	Training	2,420.00	.00	2,420.00	114.00	.00	404.00	2,016.00	17	58%
686.187	Professional Services	23,300.00	.00	23,300.00	1,649.00	.00	2,445.50	20,854.50	10	7,21%
686.189	Employee Medical	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	38%
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	.00	.00	803.90	1,196.10	40	80%
686.199	Internal Engineering	22,752.00	.00	22,752.00	1,171.02	.00	8,973.36	13,778.64	39	7,29%
686.1895	Employee wellness services	6,001.00	.00	6,001.00	422.49	.00	1,158.30	4,842.70	19	58%
687.204	Janitorial Services	2,458.00	.00	2,458.00	.00	.00	320.00	2,138.00	13	1,02%
750.124	Transfers to General Fund	153,873.00	.00	153,873.00	12,822.75	.00	64,113.75	89,759.25	42	57,97%
795.995	GF Cost Distribution	97,296.00	.00	97,296.00	8,108.00	.00	40,540.00	56,756.00	42	37,09%
795.999	Allocation G&A Services	90,990.00	.00	90,990.00	.00	.00	21,257.50	69,732.50	23	27,71%
900.3300	Water Filtration Plant	2,320,000.00	.00	2,320,000.00	54,804.19	4,909,106.63	314,074.24	(2,903,180.87)	225	9,37%
900.4100	Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	27,30%
9999.9999	Assets Reclassified	(2,320,000.00)	.00	(2,320,000.00)	.00	.00	.00	(2,320,000.00)	0	(36,682%
Department 16 - Filtration Totals		\$2,085,556.00	\$0.00	\$2,085,556.00	\$151,471.86	\$4,986,975.45	\$1,034,445.05	(\$3,935,864.50)	289%	\$702,70%
Department 41 - General & Administrative										
400.101	Regular Pay	149,015.00	.00	149,015.00	11,122.50	.00	54,351.03	94,663.97	36	64,00%
405.114	FICA	11,400.00	.00	11,400.00	821.30	.00	3,996.11	7,403.89	35	4,68%
406.116	Retirement	27,659.00	.00	27,659.00	1,955.04	.00	9,953.55	17,705.45	36	11,00%
408.125	SCMIT Worker's Comp Ins.	4,100.00	.00	4,100.00	.00	1,046.06	2,092.13	961.81	77	1,84%
410.001	Health Claims Cost	18,220.00	.00	18,220.00	1,459.36	.00	5,704.44	12,515.56	31	7,32%
500.101	Supplies and Materials	5,400.00	.00	5,400.00	.00	.00	1,019.46	4,380.54	19	93%
500.102	Equipment	2,000.00	.00	2,000.00	.00	.00	42.04	1,957.96	2	
500.103	Furniture	1,000.00	.00	1,000.00	.00	.00	190.79	809.21	19	55%
501.101	Uniforms and Clothing	500.00	.00	500.00	.00	.00	.00	500.00	0	
600.110	SCMIRF Property/Liab Ins	288.00	.00	288.00	.00	.00	138.51	149.49	48	12%
610.111	Communications- Landline	4,800.00	.00	4,800.00	634.89	.00	2,910.43	1,889.57	61	1,80%
610.112	Postage	1,500.00	.00	1,500.00	252.92	.00	1,113.15	386.85	74	38%
610.1110	Communications- Wireless	660.00	.00	660.00	41.31	.00	165.09	494.91	25	16%
620.114	Advertising	200.00	.00	200.00	.00	.00	111.00	89.00	56	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	2,860.00	.00	2,860.00	180.26	.00	1,244.69	1,615.31	44	1,03%
650.128	Water	411.00	.00	411.00	34.22	.00	181.84	229.16	44	14%
650.129	Wastewater	459.00	.00	459.00	38.21	.00	201.95	257.05	44	16%
650.130	Sanitation	557.00	.00	557.00	39.33	.00	196.65	360.35	35	19%
650.133	Stormwater	2,643.00	.00	2,643.00	251.75	.00	1,258.75	1,384.25	48	1,10%
650.134	Security Lights	636.00	.00	636.00	53.00	.00	265.00	371.00	42	26%

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 41 - General & Administrative										
650.1271	Electricity- Sales Tax	91.00	.00	91.00	5.35	.00	39.42	51.58	43	3
660.133	Repairs & Maint. Services	8,000.00	.00	8,000.00	.00	.00	4,450.00	3,550.00	56	22
660.139	Fleet Services-RTA Mtce Allocation	250.00	.00	250.00	.00	.00	315.07	(65.07)	126	4
660.145	Gasoline & Oil	2,500.00	.00	2,500.00	150.87	.00	509.18	1,990.82	20	85
660.1391	Fleet Services -Departmental Expense Allocation	1,803.00	.00	1,803.00	27.50	.00	920.51	882.49	51	85
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	.00	500.00	0	1,29
670.156	Equipment Rental/Lease	3,800.00	.00	3,800.00	.00	.00	838.40	2,961.60	22	1,26
685.180	Membership Dues and Fees	1,600.00	.00	1,600.00	.00	.00	418.00	1,182.00	26	40
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	5
685.183	Depreciation	7,090.00	.00	7,090.00	.00	.00	1,772.50	5,317.50	25	2,95
685.186	Training	800.00	.00	800.00	.00	.00	.00	800.00	0	
686.187	Professional Services	1,640.00	.00	1,640.00	.00	.00	822.87	817.13	50	3,09
686.189	Employee Medical	500.00	.00	500.00	.00	.00	.00	500.00	0	15
686.195	Repair/Maint Svc Contract	2,200.00	.00	2,200.00	.00	.00	615.36	1,584.64	28	61
686.1895	Employee wellness services	1,995.00	.00	1,995.00	140.83	.00	386.10	1,608.90	19	19
687.204	Janitorial Services	2,472.00	.00	2,472.00	.00	.00	320.00	2,152.00	13	1,02
795.001	IT Internal Allocations	187,394.00	.00	187,394.00	.00	.00	27,429.68	159,964.32	15	34,51
795.999	Allocation G&A Services	(454,950.00)	.00	(454,950.00)	.00	.00	(106,287.48)	(348,662.52)	23	(138,557
Department 41 - General & Administrative Totals		\$3,593.00	\$0.00	\$3,593.00	\$17,208.64	\$1,046.06	\$17,686.22	(\$15,139.28)	521%	\$4,76
Department 42 - Engineering Services										
400.101	Regular Pay	145,750.00	.00	145,750.00	12,899.55	.00	66,756.16	78,993.84	46	53,68
405.114	FICA	11,150.00	.00	11,150.00	930.07	.00	4,794.70	6,355.30	43	3,83
406.116	Retirement	27,052.00	.00	27,052.00	2,281.58	.00	12,289.88	14,762.12	45	9,25
408.125	SCMIT Worker's Comp Ins.	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
410.001	Health Claims Cost	15,504.00	.00	15,504.00	1,719.86	.00	8,335.16	7,168.84	54	6,01
500.101	Supplies and Materials	250.00	.00	250.00	.00	.00	184.22	65.78	74	19
500.105	Printing and Binding	300.00	.00	300.00	28.08	.00	109.21	190.79	36	11
501.101	Uniforms and Clothing	600.00	.00	600.00	.00	.00	.00	600.00	0	12
515.121	Safety Supplies	250.00	.00	250.00	.00	.00	.00	250.00	0	
515.124	Department Supplies	250.00	.00	250.00	.00	.00	.00	250.00	0	18
600.110	SCMIRF Property/Liab Ins	480.00	.00	480.00	.00	.00	230.85	249.15	48	20
610.112	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	82.62	.00	330.18	869.82	28	34
640.124	Travel Expense	550.00	.00	550.00	.00	.00	.00	550.00	0	2
660.1391	Fleet Services -Departmental Expense Allocation	1,803.00	.00	1,803.00	.00	.00	.00	1,803.00	0	
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	.00	600.00	0	
685.183	Depreciation	5,222.00	.00	5,222.00	.00	.00	1,305.30	3,916.70	25	2,17
685.184	Continuing Education	7,500.00	.00	7,500.00	.00	5,370.00	.00	2,130.00	72	



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 42 - Engineering Services										
685.186	Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.187	Professional Services	9,500.00	.00	9,500.00	.00	.00	1,384.25	8,115.75	15	4,361
686.1895	Employee wellness services	1,995.00	.00	1,995.00	140.83	.00	386.10	1,608.90	19	190
735.122	Services Billed	(227,521.00)	.00	(227,521.00)	(11,710.19)	.00	(89,733.61)	(137,787.39)	39	(72,969)
Department 42 - Engineering Services Totals		\$5,485.00	\$0.00	\$5,485.00	\$6,372.40	\$5,370.00	\$6,372.40	(\$6,257.40)	214%	\$7,751
EXPENSE TOTALS		\$4,019,638.00	\$0.00	\$4,019,638.00	\$374,084.29	\$4,993,520.05	\$1,667,528.64	(\$2,641,410.69)	166%	\$1,074,671
Fund 0031 - Water Utility Fund Totals										
REVENUE TOTALS		4,019,638.00	.00	4,019,638.00	336,060.58	.00	1,524,811.55	2,494,826.45	38%	1,415,981
EXPENSE TOTALS		4,019,638.00	.00	4,019,638.00	374,084.29	4,993,520.05	1,667,528.64	(2,641,410.69)	166%	1,074,671
Fund 0031 - Water Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$38,023.71)	(\$4,993,520.05)	(\$142,717.09)	\$5,136,237.14		\$341,311
Fund 0032 - Wastewater Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	3,764,324.00	.00	3,764,324.00	294,466.02	.00	1,280,114.79	2,484,209.21	34	1,132,551
301.002	New Turn Ons	3,000.00	.00	3,000.00	240.00	.00	1,370.00	1,630.00	46	1,231
301.009	New Service Taps	11,000.00	.00	11,000.00	.00	.00	6,300.00	4,700.00	57	9,000
301.014	Fixed Charges - Andrews	91,946.00	.00	91,946.00	.00	.00	47,288.45	44,657.55	51	50,591
301.015	Fixed Charges - GCWSD	174,861.00	.00	174,861.00	.00	.00	89,914.67	84,946.33	51	96,201
301.016	Fixed Charges - COG	477,254.00	.00	477,254.00	.00	.00	110,605.08	366,648.92	23	138,251
301.017	Volume Charges - Andrews	129,350.00	.00	129,350.00	.00	.00	50,020.68	79,329.32	39	49,101
301.018	Volume Charges - GCWSD	333,356.00	.00	333,356.00	.00	.00	106,979.21	226,376.79	32	142,591
301.019	Volume Charges - COG	851,357.00	.00	851,357.00	.00	.00	316,094.36	535,262.64	37	358,811
301.026	Fixed- Elim Georgetown	(477,254.00)	.00	(477,254.00)	.00	.00	(110,605.08)	(366,648.92)	23	(138,251)
301.029	Volume-Elim-Georgetown	(851,357.00)	.00	(851,357.00)	.00	.00	(316,094.36)	(535,262.64)	37	(358,811)
302.001	Penalties	35,000.00	.00	35,000.00	4,056.71	.00	21,266.15	13,733.85	61	17,051
303.006	Septic Tank Dumping	35,000.00	.00	35,000.00	3,156.00	.00	13,456.00	21,544.00	38	13,131
306.001	Investment Earnings	.00	.00	.00	13,888.91	.00	24,072.52	(24,072.52)	+++	1,381
324.017	Wastewater Impact Fee	19,800.00	.00	19,800.00	.00	.00	13,185.00	6,615.00	67	58,351
331.000	Federal Grants	19,800.00	.00	19,800.00	.00	.00	.00	19,800.00	0	
332.009	Other State Grants	.00	.00	.00	.00	.00	.00	.00	+++	67,931
361.001	Investment Earnings	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
369.002	Miscellaneous Revenue	150.00	.00	150.00	.00	.00	120.00	30.00	80	31
392.001	From Electric Fund	89,605.00	.00	89,605.00	.00	.00	.00	89,605.00	0	
395.001	Transfer from General Fund	.00	.00	.00	.00	.00	.00	.00	+++	1,621
Department 00 - Revenue Totals		\$4,708,192.00	\$0.00	\$4,708,192.00	\$315,807.64	\$0.00	\$1,654,087.47	\$3,054,104.53	35%	\$1,640,811
REVENUE TOTALS		\$4,708,192.00	\$0.00	\$4,708,192.00	\$315,807.64	\$0.00	\$1,654,087.47	\$3,054,104.53	35%	\$1,640,811

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
400.101	Regular Pay	243,006.00	.00	243,006.00	16,372.33	.00	87,764.97	155,241.03	36	85,877.00
401.103	Overtime	3,000.00	.00	3,000.00	282.60	.00	2,137.12	862.88	71	700.00
401.105	On-call pay	5,200.00	.00	5,200.00	533.32	.00	2,933.26	2,266.74	56	1,430.00
405.114	FICA	18,655.00	.00	18,655.00	1,253.63	.00	6,760.67	11,894.33	36	6,220.00
406.116	Retirement	46,624.00	.00	46,624.00	2,983.75	.00	17,004.33	29,619.67	36	14,940.00
408.125	SCMIT Worker's Comp Ins.	25,000.00	.00	25,000.00	.00	6,368.34	12,760.42	5,871.24	77	11,200.00
410.001	Health Claims Cost	54,006.00	.00	54,006.00	2,958.66	.00	15,504.54	38,501.46	29	16,280.00
410.002	Health Claim Costs-Retire	16,989.00	.00	16,989.00	2,616.04	.00	7,848.12	9,140.88	46	5,730.00
500.101	Supplies and Materials	5,500.00	.00	5,500.00	387.96	.00	1,772.21	3,727.79	32	2,260.00
500.102	Equipment	15,000.00	.00	15,000.00	.00	.00	1,147.99	13,852.01	8	5,350.00
501.101	Uniforms and Clothing	5,500.00	.00	5,500.00	148.71	.00	2,912.58	2,587.42	53	2,440.00
512.108	Chemicals	5,500.00	.00	5,500.00	.00	.00	1,115.20	4,384.80	20	2,490.00
513.112	Asphalt/Concrete/Gravel	40,000.00	.00	40,000.00	2,466.64	11,758.00	2,620.64	25,621.36	36	9,440.00
514.111	WW Collection Syst Supply	10,000.00	.00	10,000.00	159.22	.00	4,092.89	5,907.11	41	3,630.00
515.121	Safety Supplies	900.00	.00	900.00	24.55	.00	185.42	714.58	21	0.00
532.148	Small Hand Tools	300.00	.00	300.00	163.58	.00	163.58	136.42	55	0.00
532.1481	Small Hand Tools - Maintenance	450.00	.00	450.00	.00	.00	.00	450.00	0	0.00
600.110	SCMIRF Property/Liab Ins	45,984.00	.00	45,984.00	.00	.00	22,116.03	23,867.97	48	19,270.00
610.112	Postage	1,000.00	.00	1,000.00	228.99	.00	1,007.80	(7.80)	101	350.00
610.1110	Communications- Wireless	3,100.00	.00	3,100.00	186.05	.00	743.61	2,356.39	24	770.00
620.114	Advertising	500.00	.00	500.00	.00	.00	84.00	416.00	17	70.00
640.124	Travel Expense	200.00	.00	200.00	.00	.00	.00	200.00	0	0.00
650.127	Electricity	78,673.00	.00	78,673.00	7,810.00	.00	40,262.70	38,410.30	51	27,750.00
650.133	Stormwater	12,756.00	.00	12,756.00	1,552.27	.00	6,026.59	6,729.41	47	5,300.00
650.134	Security Lights	1,452.00	.00	1,452.00	121.00	.00	605.00	847.00	42	600.00
650.1271	Electricity- Sales Tax	2,185.00	.00	2,185.00	195.71	.00	1,106.44	1,078.56	51	760.00
660.133	Repairs & Maint. Services	120,000.00	.00	120,000.00	2,236.93	.00	4,073.03	115,926.97	3	3,520.00
660.139	Fleet Services-RTA Mtce Allocation	15,000.00	.00	15,000.00	649.34	.00	4,849.46	10,150.54	32	5,300.00
660.145	Gasoline & Oil	23,625.00	.00	23,625.00	4,578.27	.00	8,400.12	15,224.88	36	9,420.00
660.1391	Fleet Services -Departmental Expense Allocation	20,513.00	.00	20,513.00	96.25	.00	9,538.59	10,974.41	47	10,440.00
660.1392	Fleet Svcs- Outside Vends	2,000.00	.00	2,000.00	.00	.00	6,590.74	(4,590.74)	330	1,860.00
670.156	Equipment Rental/Lease	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	0.00
681.100	Capital Lease Principal	57,000.00	.00	57,000.00	.00	.00	57,000.00	.00	100	56,000.00
681.120	Capital Lease Interest	7,220.00	.00	7,220.00	.00	.00	7,220.00	.00	100	8,540.00
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	45.00	555.00	8	40.00
685.182	Other Operating Expenses	5,000.00	.00	5,000.00	43.12	.00	43.12	4,956.88	1	80.00
685.183	Depreciation	460,293.00	.00	460,293.00	.00	.00	104,974.36	355,318.64	23	157,580.00
685.186	Training	2,250.00	.00	2,250.00	.00	.00	.00	2,250.00	0	0.00

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Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
686.187	Professional Services	6,400.00	.00	6,400.00	.00	2,246.44	2,001.06	2,152.50	66	6,951
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	164.00	836.00	16	371
686.190	Consulting Services	.00	.00	.00	.00	.00	31,488.85	(31,488.85)	+++	
686.191	Contract Services/Studies	2,220.00	.00	2,220.00	278.23	9,948.50	1,185.80	(8,914.30)	502	881
686.195	Repair/Maint Svc Contract	15,000.00	.00	15,000.00	.00	.00	14,999.27	.73	100	
686.196	Bank Charges/Fees	6,750.00	.00	6,750.00	533.26	.00	2,863.63	3,886.37	42	2,911
686.199	Internal Engineering	22,752.00	.00	22,752.00	1,171.02	.00	8,973.36	13,778.64	39	7,291
686.1895	Employee wellness services	6,998.00	.00	6,998.00	492.90	.00	1,351.37	5,646.63	19	681
687.202	Utility Billing Services	7,000.00	.00	7,000.00	62.09	.00	2,862.64	4,137.36	41	3,001
687.204	Janitorial Services	3,282.00	.00	3,282.00	.00	.00	426.66	2,855.34	13	1,361
702.106	Interest- Bonds	29,122.00	.00	29,122.00	.00	.00	.00	29,122.00	0	14,571
702.110	Bond Principal	107,967.00	.00	107,967.00	.00	.00	.00	107,967.00	0	47,381
703.1001	Agent Fees	.00	.00	.00	.00	.00	1,612.50	(1,612.50)	+++	4,111
720.001	Provision for Bad Debts	8,000.00	.00	8,000.00	625.00	.00	3,125.00	4,875.00	39	3,121
750.124	Transfers to General Fund	203,158.00	.00	203,158.00	16,929.83	.00	84,649.15	118,508.85	42	80,071
795.995	GF Cost Distribution	101,342.00	.00	101,342.00	8,445.17	.00	42,225.85	59,116.15	42	38,631
795.999	Allocation G&A Services	113,737.00	.00	113,737.00	.00	.00	26,571.87	87,165.13	23	34,631
900.911	Sewer Improvement Projects	1,717,718.00	.00	1,717,718.00	.00	1,223,000.00	.00	494,718.00	71	
900.3700	Wastewater Collection Sys	535,000.00	.00	535,000.00	67,204.08	(198,554.79)	157,312.29	576,242.50	-8	258,781
900.4100	Vehicles	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0	
900.4300	Other Equipment	31,250.00	.00	31,250.00	.00	.00	.00	31,250.00	0	161,791
7999.9999	Principal Reclassified	(107,967.00)	.00	(107,967.00)	.00	.00	.00	(107,967.00)	0	(47,387)
9999.9999	Assets Reclassified	(2,323,968.00)	.00	(2,323,968.00)	.00	.00	.00	(2,323,968.00)	0	(930,494)
Department 18 - Wastewater Collections Totals		\$1,887,742.00	\$0.00	\$1,887,742.00	\$143,790.50	\$1,054,766.49	\$823,223.83	\$9,751.68	99%	\$164,511
Department 34 - Regional Wastewater Plant										
400.101	Regular Pay	328,606.00	.00	328,606.00	24,395.64	.00	130,004.92	198,601.08	40	119,081
401.103	Overtime	11,000.00	.00	11,000.00	1,335.21	.00	7,981.59	3,018.41	73	4,601
401.105	On-call pay	7,000.00	.00	7,000.00	533.32	.00	2,933.26	4,066.74	42	2,931
405.114	FICA	26,513.00	.00	26,513.00	1,911.14	.00	10,272.80	16,240.20	39	8,931
406.116	Retirement	64,330.00	.00	64,330.00	4,595.21	.00	26,002.57	38,327.43	40	21,741
408.125	SCMIT Worker's Comp Ins.	6,000.00	.00	6,000.00	.00	1,379.42	2,758.86	1,861.72	69	2,421
410.001	Health Claims Cost	58,236.00	.00	58,236.00	4,440.31	.00	22,643.60	35,592.40	39	21,791
500.101	Supplies and Materials	2,500.00	.00	2,500.00	406.68	.00	1,348.80	1,151.20	54	1,501
500.102	Equipment	7,300.00	.00	7,300.00	104.48	.00	2,923.72	4,376.28	40	761
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	.00	.00	1,475.09	2,524.91	37	941
512.108	Chemicals	151,000.00	.00	151,000.00	4,965.22	51,469.48	57,412.02	42,118.50	72	33,161
512.109	Laboratory Supplies	24,000.00	.00	24,000.00	134.61	.00	4,154.35	19,845.65	17	5,541
515.121	Safety Supplies	900.00	.00	900.00	300.00	.00	300.00	600.00	33	



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
515.129	Permit Fees Due To Others	9,700.00	.00	9,700.00	.00	.00	5,438.98	4,261.02	56	8,388
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	155.04	144.96	52	233
600.110	SCMIRF Property/Liab Ins	254,208.00	.00	254,208.00	.00	.00	122,261.47	131,946.53	48	106,561
610.111	Communications- Landline	2,400.00	.00	2,400.00	156.39	.00	767.56	1,632.44	32	933
610.112	Postage	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	533
610.1110	Communications- Wireless	660.00	.00	660.00	65.42	.00	293.18	366.82	44	263
620.114	Advertising	500.00	.00	500.00	.00	.00	84.00	416.00	17	223
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	223
650.127	Electricity	316,710.00	.00	316,710.00	23,329.43	.00	141,063.43	175,646.57	45	115,151
650.128	Water	2,533.00	.00	2,533.00	202.09	.00	1,010.45	1,522.55	40	903
650.130	Sanitation	3,681.00	.00	3,681.00	262.13	.00	1,310.65	2,370.35	36	1,310
650.133	Stormwater	3,353.00	.00	3,353.00	6,556.55	.00	7,807.03	(4,454.03)	233	1,391
650.134	Security Lights	4,164.00	.00	4,164.00	347.00	.00	1,735.00	2,429.00	42	1,733
650.1271	Electricity- Sales Tax	13,010.00	.00	13,010.00	1,222.44	.00	4,759.65	8,250.35	37	4,661
660.133	Repairs & Maint. Services	159,586.00	.00	159,586.00	7,517.05	54,574.79	40,907.80	64,103.41	60	40,111
660.139	Fleet Services-RTA Mtce Allocation	3,000.00	.00	3,000.00	368.46	.00	1,517.61	1,482.39	51	363
660.145	Gasoline & Oil	3,707.00	.00	3,707.00	707.21	.00	1,650.69	2,056.31	45	1,703
660.1391	Fleet Services -Departmental Expense Allocation	955.00	.00	955.00	206.25	.00	1,217.69	(262.69)	128	663
660.1392	Fleet Svcs- Outside Vends	150.00	.00	150.00	.00	.00	.00	150.00	0	663
670.156	Equipment Rental/Lease	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	663
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	90.00	335.00	21	903
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	51.00	.00	102.00	898.00	10	123
685.183	Depreciation	696,881.00	.00	696,881.00	.00	.00	1,938.45	694,942.55	0	1,073
685.186	Training	2,150.00	.00	2,150.00	114.00	.00	114.00	2,036.00	5	643
685.190	Landfill Fees	75,000.00	.00	75,000.00	2,571.52	.00	11,108.16	63,891.84	15	27,363
686.187	Professional Services	42,775.00	.00	42,775.00	3,730.70	.00	10,410.10	32,364.90	24	2,603
686.189	Employee Medical	1,100.00	.00	1,100.00	.00	.00	.00	1,100.00	0	686
686.195	Repair/Maint Svc Contract	2,220.00	.00	2,220.00	.00	.00	1,256.10	963.90	57	1,256
686.199	Internal Engineering	45,504.00	.00	45,504.00	2,342.04	.00	17,946.73	27,557.27	39	14,593
686.1895	Employee wellness services	5,004.00	.00	5,004.00	352.07	.00	965.24	4,038.76	19	493
702.106	Interest- Bonds	151,549.00	.00	151,549.00	.00	.00	.00	151,549.00	0	702
702.110	Bond Principal	605,768.00	.00	605,768.00	.00	.00	.00	605,768.00	0	702
703.109	Agents Fee	5,800.00	.00	5,800.00	1,612.50	.00	2,862.50	2,937.50	49	2,863
750.124	Transfers to General Fund	134,924.00	.00	134,924.00	11,243.66	.00	56,218.30	78,705.70	42	53,181
795.995	GF Cost Distribution	67,305.00	.00	67,305.00	5,608.75	.00	28,043.75	39,261.25	42	25,653
795.999	Allocation G&A Services	113,738.00	.00	113,738.00	.00	.00	26,571.87	87,166.13	23	34,633
900.3900	Wastewater Treatment Plnt	530,000.00	.00	530,000.00	34,825.74	273,547.00	191,810.08	64,642.92	88	900
900.4300	Other Equipment	95,000.00	.00	95,000.00	.00	61,983.50	15,943.16	17,073.34	82	900

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
7999.9999	Principal Reclassified	(605,768.00)	.00	(605,768.00)	.00	.00	.00	(605,768.00)	0	
9999.9999	Assets Reclassified	(625,000.00)	.00	(625,000.00)	.00	.00	.00	(625,000.00)	0	
Sub Department 17 - Wastewater Treatment										
685.183	Depreciation	2,573.00	.00	2,573.00	.00	.00	160,015.21	(157,442.21)	6219	268,311
Sub Department 17 - Wastewater Treatment Totals		\$2,573.00	\$0.00	\$2,573.00	\$0.00	\$0.00	\$160,015.21	(\$157,442.21)	6219%	\$268,311
Department 34 - Regional Wastewater Plant Totals		\$2,820,450.00	\$0.00	\$2,820,450.00	\$146,514.22	\$442,954.19	\$1,127,587.46	\$1,249,908.35	56%	\$941,044
EXPENSE TOTALS		\$4,708,192.00	\$0.00	\$4,708,192.00	\$290,304.72	\$1,497,720.68	\$1,950,811.29	\$1,259,660.03	73%	\$1,105,550
Fund 0032 - Wastewater Fund Totals										
REVENUE TOTALS		4,708,192.00	.00	4,708,192.00	315,807.64	.00	1,654,087.47	3,054,104.53	35%	1,640,811
EXPENSE TOTALS		4,708,192.00	.00	4,708,192.00	290,304.72	1,497,720.68	1,950,811.29	1,259,660.03	73%	1,105,550
Fund 0032 - Wastewater Fund Totals		\$0.00	\$0.00	\$0.00	\$25,502.92	(\$1,497,720.68)	(\$296,723.82)	\$1,794,444.50		\$535,260
Fund 0033 - Stormwater Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	1,295,007.00	.00	1,295,007.00	(239,312.92)	.00	181,337.24	1,113,669.76	14	475,821
302.001	Penalties	9,500.00	.00	9,500.00	(113.09)	.00	4,598.38	4,901.62	48	5,050
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	221.22	(221.22)	+++	39,414
395.001	Transfer from General Fund	192,867.00	.00	192,867.00	.00	.00	.00	192,867.00	0	37,483
Department 00 - Revenue Totals		\$1,497,374.00	\$0.00	\$1,497,374.00	(\$239,426.01)	\$0.00	\$186,156.84	\$1,311,217.16	12%	\$557,771
REVENUE TOTALS		\$1,497,374.00	\$0.00	\$1,497,374.00	(\$239,426.01)	\$0.00	\$186,156.84	\$1,311,217.16	12%	\$557,771
EXPENSE										
Department 40 - Storm Water Utility Exp.										
400.101	Regular Pay	239,535.00	.00	239,535.00	17,500.38	.00	88,184.56	151,350.44	37	91,711
401.103	Overtime	3,000.00	.00	3,000.00	92.12	.00	297.19	2,702.81	10	500
401.105	On-call pay	3,000.00	.00	3,000.00	400.00	.00	2,200.00	800.00	73	1,500
405.114	FICA	18,937.00	.00	18,937.00	1,310.84	.00	6,576.48	12,360.52	35	6,650
406.116	Retirement	45,943.00	.00	45,943.00	3,114.28	.00	16,588.62	29,354.38	36	16,011
408.125	SCMIT Worker's Comp Ins.	17,000.00	.00	17,000.00	.00	4,356.68	8,713.40	3,929.92	77	7,660
410.001	Health Claims Cost	53,580.00	.00	53,580.00	2,719.34	.00	12,024.30	41,555.70	22	16,650
410.002	Health Claim Costs-Retire	610.00	.00	610.00	3,243.04	.00	6,339.08	(5,729.08)	1039	
500.101	Supplies and Materials	2,300.00	.00	2,300.00	157.52	.00	796.51	1,503.49	35	520
500.102	Equipment	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	510
501.101	Uniforms and Clothing	5,000.00	.00	5,000.00	140.68	.00	874.22	4,125.78	17	1,610
513.112	Asphalt/Concrete/Gravel	7,750.00	.00	7,750.00	1,050.00	4,895.50	1,333.80	1,520.70	80	1,160
514.112	SW Collection Syst Supply	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	900
515.121	Safety Supplies	1,200.00	.00	1,200.00	.00	.00	21.21	1,178.79	2	
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	18.54	281.46	6	

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
600.110	SCMIRF Property/Liab Ins	61,248.00	.00	61,248.00	.00	.00	29,457.26	31,790.74	48	25,670
610.111	Communications- Landline	1,500.00	.00	1,500.00	90.52	.00	767.21	732.79	51	814
610.112	Postage	300.00	.00	300.00	78.96	.00	347.54	(47.54)	116	123
610.1110	Communications- Wireless	1,260.00	.00	1,260.00	79.32	.00	317.13	942.87	25	311
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	5,500.00	.00	5,500.00	31.28	.00	156.72	5,343.28	3	133
650.128	Water	470.00	.00	470.00	39.14	.00	117.42	352.58	25	163
650.133	Stormwater	21,875.00	.00	21,875.00	1,900.01	.00	9,500.05	12,374.95	43	9,100
650.134	Security Lights	960.00	.00	960.00	80.00	.00	400.00	560.00	42	400
650.1271	Electricity- Sales Tax	125.00	.00	125.00	.04	.00	.20	124.80	0	
660.133	Repairs & Maint. Services	72,000.00	.00	72,000.00	.00	(233,329.70)	248,156.10	57,173.60	21	31,680
660.139	Fleet Services-RTA Mtce Allocation	12,000.00	.00	12,000.00	130.93	.00	5,486.84	6,513.16	46	13,720
660.145	Gasoline & Oil	28,000.00	.00	28,000.00	2,923.09	.00	5,790.46	22,209.54	21	8,940
660.1391	Fleet Services -Departmental Expense Allocation	21,468.00	.00	21,468.00	27.50	.00	11,622.54	9,845.46	54	11,190
660.1392	Fleet Svcs- Outside Vends	7,000.00	.00	7,000.00	.00	.00	3,122.76	3,877.24	45	4,080
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
681.100	Capital Lease Principal	48,061.00	.00	48,061.00	.00	.00	48,060.63	.37	100	46,970
681.120	Capital Lease Interest	2,247.00	.00	2,247.00	.00	.00	2,246.05	.95	100	3,330
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	420
685.183	Depreciation	571,583.00	.00	571,583.00	.00	.00	129,036.75	442,546.25	23	216,450
685.186	Training	250.00	.00	250.00	.00	.00	.00	250.00	0	
686.187	Professional Services	3,200.00	.00	3,200.00	.00	2,246.44	531.06	422.50	87	660
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	120
686.191	Contract Services/Studies	57,420.00	.00	57,420.00	.00	(23,333.75)	23,333.75	57,420.00	0	
686.196	Bank Charges/Fees	2,500.00	.00	2,500.00	177.75	.00	954.54	1,545.46	38	970
686.199	Internal Engineering	45,504.00	.00	45,504.00	2,342.04	.00	17,946.73	27,557.27	39	14,590
686.1895	Employee wellness services	5,004.00	.00	5,004.00	352.07	.00	965.24	4,038.76	19	490
687.202	Utility Billing Services	3,000.00	.00	3,000.00	21.41	.00	987.13	2,012.87	33	1,030
687.204	Janitorial Services	824.00	.00	824.00	.00	.00	106.66	717.34	13	340
720.001	Provision for Bad Debts	2,000.00	.00	2,000.00	129.17	.00	645.85	1,354.15	32	640
795.995	GF Cost Distribution	60,725.00	.00	60,725.00	5,060.42	.00	25,302.10	35,422.90	42	23,150
795.999	Allocation G&A Services	45,495.00	.00	45,495.00	.00	.00	10,628.74	34,866.26	23	13,850
900.956	Stormwater System Improvements EDA #04-79-07494	2,700,000.00	.00	2,700,000.00	76,265.52	6,174,954.48	76,265.52	(3,551,220.00)	232	131,270
900.4100	Vehicles	55,000.00	.00	55,000.00	.00	.00	.00	55,000.00	0	
900.4200	Heavy Equipment	450,000.00	.00	450,000.00	.00	.00	.00	450,000.00	0	
9999.9999	Assets Reclassified	(3,205,000.00)	.00	(3,205,000.00)	.00	.00	.00	(3,205,000.00)	0	(131,270)

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

16.K.5

Fiscal Year to Date 11/30/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
Sub Department 40 - City Hall Drainage Project										
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	2,162.90	(2,162.90)	+++	
Sub Department 40 - City Hall Drainage Project Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,162.90	(\$2,162.90)	+++	\$0.00
Department 40 - Storm Water Utility Exp. Totals		\$1,497,374.00	\$0.00	\$1,497,374.00	\$119,457.37	\$5,929,789.65	\$798,383.79	(\$5,230,799.44)	449%	\$574,851.00
EXPENSE TOTALS		\$1,497,374.00	\$0.00	\$1,497,374.00	\$119,457.37	\$5,929,789.65	\$798,383.79	(\$5,230,799.44)	449%	\$574,851.00
Fund 0033 - Stormwater Utility Fund Totals										
REVENUE TOTALS		1,497,374.00	.00	1,497,374.00	(239,426.01)	.00	186,156.84	1,311,217.16	12%	557,771.00
EXPENSE TOTALS		1,497,374.00	.00	1,497,374.00	119,457.37	5,929,789.65	798,383.79	(5,230,799.44)	449%	574,851.00
Fund 0033 - Stormwater Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$358,883.38)	(\$5,929,789.65)	(\$612,226.95)	\$6,542,016.60		(\$17,081.00)
Fund 0035 - Waste Management Fund										
REVENUE										
Department 00 - Revenue										
344.001	Refuse Col Chge-Resident	1,089,509.00	.00	1,089,509.00	90,751.55	.00	447,759.20	641,749.80	41	354,281.00
344.002	Refuse Col Chge-Comm	195,840.00	.00	195,840.00	24,857.54	.00	112,550.42	83,289.58	57	63,311.00
344.003	Sanitation Fee Penalties	15,000.00	.00	15,000.00	2,024.76	.00	9,678.07	5,321.93	65	6,811.00
369.002	Miscellaneous Revenue	.00	.00	.00	180.00	.00	276.00	(276.00)	+++	601.00
371.000	Budget Balancing Account	(21,680.00)	.00	(21,680.00)	.00	.00	.00	(21,680.00)	0	
392.004	From General Fund	.00	.00	.00	.00	.00	.00	.00	+++	5,631.00
Department 00 - Revenue Totals		\$1,278,669.00	\$0.00	\$1,278,669.00	\$117,813.85	\$0.00	\$570,263.69	\$708,405.31	45%	\$430,651.00
REVENUE TOTALS		\$1,278,669.00	\$0.00	\$1,278,669.00	\$117,813.85	\$0.00	\$570,263.69	\$708,405.31	45%	\$430,651.00
EXPENSE										
Department 31 - Residential Sanitation										
400.101	Regular Pay	388,867.00	.00	388,867.00	23,248.32	.00	141,213.25	247,653.75	36	111,291.00
401.103	Overtime	30,000.00	.00	30,000.00	775.66	.00	4,506.53	25,493.47	15	9,851.00
405.114	FICA	32,044.00	.00	32,044.00	1,723.91	.00	10,574.06	21,469.94	33	8,751.00
406.116	Retirement	77,742.00	.00	77,742.00	3,703.00	.00	24,502.18	53,239.82	32	19,121.00
408.125	SCMIT Worker's Comp Ins.	46,000.00	.00	46,000.00	.00	10,977.92	21,985.53	13,036.55	72	19,311.00
410.001	Health Claims Cost	51,946.00	.00	51,946.00	2,786.28	.00	15,159.99	36,786.01	29	13,831.00
410.002	Health Claim Costs-Retire	6,841.00	.00	6,841.00	1,444.00	.00	7,432.76	(591.76)	109	2,141.00
500.101	Supplies and Materials	3,500.00	.00	3,500.00	.00	.00	225.21	3,274.79	6	1,581.00
501.101	Uniforms and Clothing	14,100.00	.00	14,100.00	988.05	.00	3,363.17	10,736.83	24	4,601.00
515.121	Safety Supplies	5,250.00	.00	5,250.00	.00	3,600.00	1,270.84	379.16	93	351.00
600.110	SCMIRF Property/Liab Ins	4,992.00	.00	4,992.00	.00	.00	2,400.91	2,591.09	48	2,091.00
610.111	Communications- Landline	200.00	.00	200.00	24.08	.00	109.27	90.73	55	51.00
610.112	Postage	500.00	.00	500.00	159.84	.00	703.48	(203.48)	141	241.00
620.114	Advertising	1,000.00	.00	1,000.00	.00	.00	657.81	342.19	66	81.00
640.124	Travel Expense	150.00	.00	150.00	.00	.00	.00	150.00	0	

Attachment: Finance Department Budget Performance November 2023 Report (4018 : Finance and IT



Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
650.127	Electricity	1,782.00	.00	1,782.00	71.75	.00	482.78	1,299.22	27	62
650.128	Water	877.00	.00	877.00	73.04	.00	359.83	517.17	41	31
650.129	Wastewater	1,064.00	.00	1,064.00	88.64	.00	437.17	626.83	41	37
650.130	Sanitation	523.00	.00	523.00	36.92	.00	184.60	338.40	35	18
650.133	Stormwater	68.00	.00	68.00	6.36	.00	130.56	(62.56)	192	2
650.134	Security Lights	527.00	.00	527.00	43.89	.00	219.45	307.55	42	21
650.1271	Electricity- Sales Tax	60.00	.00	60.00	.11	.00	.49	59.51	1	1
660.136	Container Repairs	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
660.139	Fleet Services-RTA Mtce Allocation	35,000.00	.00	35,000.00	6,643.17	.00	24,076.16	10,923.84	69	17,89
660.145	Gasoline & Oil	77,467.00	.00	77,467.00	10,013.99	.00	19,918.53	57,548.47	26	30,80
660.1362	Roll-Out Purchases	.00	.00	.00	.00	.00	.00	.00	+++	25,67
660.1391	Fleet Services -Departmental Expense Allocation	56,766.00	.00	56,766.00	1,938.75	.00	30,034.79	26,731.21	53	29,54
660.1392	Fleet Svcs- Outside Vends	25,000.00	.00	25,000.00	27.50	.00	2,492.50	22,507.50	10	5,33
681.100	Capital Lease Principal	41,142.00	.00	41,142.00	.00	.00	41,141.33	.67	100	21,99
681.120	Capital Lease Interest	7,279.00	.00	7,279.00	.00	.00	7,278.16	.84	100	50
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	245.00	355.00	41	
685.182	Other Operating Expenses	32,892.00	(31,892.00)	1,000.00	284.56	.00	5,729.08	(4,729.08)	573	22,71
685.183	Depreciation	65,142.00	.00	65,142.00	.00	.00	12,672.33	52,469.67	19	23,17
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
685.190	Landfill Fees	1,000.00	.00	1,000.00	.00	.00	61.20	938.80	6	27
686.189	Employee Medical	800.00	.00	800.00	.00	.00	.00	800.00	0	15
686.196	Bank Charges/Fees	3,750.00	.00	3,750.00	213.30	.00	1,145.44	2,604.56	31	1,16
686.1895	Employee wellness services	7,996.00	.00	7,996.00	563.31	.00	1,544.37	6,451.63	19	78
687.202	Utility Billing Services	4,500.00	.00	4,500.00	43.35	.00	1,998.17	2,501.83	44	2,10
687.203	Contract Services	71,000.00	.00	71,000.00	12,842.76	38,893.10	32,106.90	.00	100	29,51
687.204	Janitorial Services	2,458.00	.00	2,458.00	.00	.00	360.00	2,098.00	15	1,02
702.105	Interest on Bonds	.00	16,822.00	16,822.00	.00	.00	.00	16,822.00	0	
702.110	Bond Principal	.00	15,070.00	15,070.00	.00	.00	.00	15,070.00	0	
720.001	Provision for Bad Debts	1,500.00	.00	1,500.00	125.00	.00	625.00	875.00	42	62
730.120	Recycling Labor	38,400.00	.00	38,400.00	6,451.50	26,346.82	12,989.48	(936.30)	102	12,36
730.122	Recycling Operating	13,700.00	.00	13,700.00	773.55	.00	2,455.43	11,244.57	18	2,94
795.001	IT Internal Allocations	14,992.00	.00	14,992.00	.00	.00	2,194.39	12,797.61	15	2,76
795.995	GF Cost Distribution	107,252.00	.00	107,252.00	8,937.66	.00	44,688.30	62,563.70	42	40,88
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	.00	.00	+++	26,82
900.4200	Heavy Equipment	350,000.00	.00	350,000.00	125,609.53	(125,609.53)	125,609.53	350,000.00	0	
900.4300	Other Equipment	105,000.00	.00	105,000.00	11,453.50	78,746.24	11,453.50	14,800.26	86	
9999.9999	Assets Reclassified	(455,000.00)	.00	(455,000.00)	.00	.00	.00	(455,000.00)	0	(26,828
Department 31 - Residential Sanitation Totals		\$1,280,169.00	\$0.00	\$1,280,169.00	\$221,095.28	\$32,954.55	\$616,739.46	\$630,474.99	51%	\$467,36

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 32 - Commercial Sanitation										
410.001	Health Claims Cost	.00	.00	.00	.00	.00	266.64	(266.64)	+++	
Department 32 - Commercial Sanitation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$266.64	(\$266.64)	+++	\$0.00
EXPENSE TOTALS		\$1,280,169.00	\$0.00	\$1,280,169.00	\$221,095.28	\$32,954.55	\$617,006.10	\$630,208.35	51%	\$467,360.00
Fund 0035 - Waste Management Fund Totals										
REVENUE TOTALS		1,278,669.00	.00	1,278,669.00	117,813.85	.00	570,263.69	708,405.31	45%	430,650.00
EXPENSE TOTALS		1,280,169.00	.00	1,280,169.00	221,095.28	32,954.55	617,006.10	630,208.35	51%	467,360.00
Fund 0035 - Waste Management Fund Totals		(\$1,500.00)	\$0.00	(\$1,500.00)	(\$103,281.43)	(\$32,954.55)	(\$46,742.41)	\$78,196.96		(\$36,708.00)
Fund 0081 - Governmental Cap Assets										
EXPENSE										
Department 01 - Administration										
685.183	Depreciation	.00	.00	.00	.00	.00	145,038.08	(145,038.08)	+++	241,510.00
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	127,480.00
900.0000	Capital Outlay Elimination	.00	.00	.00	.00	.00	.00	.00	+++	(124,600.00)
Department 01 - Administration Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,038.08	(\$145,038.08)	+++	\$244,400.00
Department 05 - Police										
685.183	Depreciation	.00	.00	.00	.00	.00	125,676.93	(125,676.93)	+++	162,480.00
900.0000	Capital Outlay Elimination	.00	.00	.00	.00	.00	.00	.00	+++	(81,156.00)
Department 05 - Police Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,676.93	(\$125,676.93)	+++	\$81,324.00
Department 12 - Public Works										
685.183	Depreciation	.00	.00	.00	.00	.00	38,960.46	(38,960.46)	+++	39,210.00
900.0000	Capital Outlay Elimination	.00	.00	.00	.00	.00	.00	.00	+++	(551,102.00)
Department 12 - Public Works Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,960.46	(\$38,960.46)	+++	(\$511,890.00)
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$309,675.47	(\$309,675.47)	+++	(\$186,166.00)
Fund 0081 - Governmental Cap Assets Totals		.00	.00	.00	.00	.00	.00	.00	+++	
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
EXPENSE TOTALS		.00	.00	.00	.00	.00	309,675.47	(309,675.47)	+++	(186,166.00)
Fund 0081 - Governmental Cap Assets Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$309,675.47)	\$309,675.47		\$186,166.00
Fund 0086 - Seized and Forfeited										
EXPENSE										
Department 05 - Police										
660.145	Gasoline & Oil	.00	.00	.00	120.79	.00	239.92	(239.92)	+++	2,090.00
685.180	Membership Dues and Fees	.00	.00	.00	.00	.00	850.00	(850.00)	+++	800.00
Department 05 - Police Totals		\$0.00	\$0.00	\$0.00	\$120.79	\$0.00	\$1,089.92	(\$1,089.92)	+++	\$2,890.00
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$120.79	\$0.00	\$1,089.92	(\$1,089.92)	+++	\$2,890.00
Fund 0086 - Seized and Forfeited Totals										

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Budget Performance Report

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Fiscal Year to Date 11/30/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	
	EXPENSE TOTALS	.00	.00	.00	120.79	.00	1,089.92	(1,089.92)	+++	2,892
Fund	0086 - Seized and Forfeited Totals	\$0.00	\$0.00	\$0.00	(\$120.79)	\$0.00	(\$1,089.92)	\$1,089.92		(\$2,892)
Grand Totals										
	REVENUE TOTALS	44,375,135.00	80,000.00	44,455,135.00	2,437,190.52	.00	11,927,312.97	32,527,822.03	27%	13,515,431
	EXPENSE TOTALS	44,397,135.00	.00	44,397,135.00	3,032,807.20	14,904,198.50	17,408,287.78	12,084,648.72	73%	14,211,671
	Grand Totals	(\$22,000.00)	\$80,000.00	\$58,000.00	(\$595,616.68)	(\$14,904,198.50)	(\$5,480,974.81)	\$20,443,173.31		(\$696,242)

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Active Businesses				
Business	Type of Business	Source	Status	Last Worked
3Chords Inc	Staffing agency for school districts, clinicians, and educators	Business Requested	PAID-INITIAL	5/26/2023
3M Company	Lease Equipment	Georgetown County Business Personal Property Tax	CALCULATION SENT	1/16/2024
A American Custom Garage Door & Service	Garage door installation, repair, and service	City Vendor List	AVENUE EXHAUSTED	6/19/2024
A&A Seamless Gutters	Gutter installation and cleaning	City Vendor List	AVENUE EXHAUSTED	10/13/2027
ABM Industries dba ABM Electrical Power Services LLC	Facility Management and Cleaning	Common Business	PAID-INITIAL	2/8/2023
Active Glass and Mirror (AG&M)	Commercial and residential glass services	City Vendor List	Multiple Attempts	12/20/2023
ADP, Inc.	Payroll Processing	City Vendor List	PAID-INITIAL	12/29/2022
ADT Commercial LLC (The ADT Security Corporation)	Commercial Electronic Security Svcs.	Georgetown County Business Personal Property Tax	PAID-INITIAL	12/6/2023
Advanced Imaging Systems (AIS)	Document management services	City Vendor List	BIZ RESEARCHING	12/11/2023
All Fire Services LLC	Sprinkler System Renovation, Demolition, Inspection, and Upfitting. Fire Extinguisher Inspections and Replacements. Fire Alarm Inspection, Repair, and 24/7 Monitoring. Fire Pump and fire hydrant Inspections and Repairs. Underground fire line, emergency lights. Backflow prevention. Have own company fleet of vehicles	Common Business	APPLICATION-1ST FOLLOW UP	1/2/2024
All Source Enterprises, LLC (DBA Safe Industries)	Fire protection	Common Business	PAID-INITIAL	12/29/2022
Al-Tar	Cold storage, histology, calibration, on-site lab equipment repair, centrifuge services, lab balances	City Vendor List	Multiple Attempts	12/18/2023
American Builders & Contractors Supply dba ABC Supply Cc	Distributor of roofing, siding, windows, gutters and more	City Vendor List	PAID-INITIAL	11/30/2022
American Greeting Corp	Greeting cards-Marketing services	Common Business	PAID-INITIAL	11/30/2022
Amplify Education	Professional School Teacher Development plan and Tech Support	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	1/3/2024
Another Printer Inc	Printing and binding	City Vendor List	ONE AT A TIME	1/5/2024
Apex Learning	Digital Curriculum Consulting	Georgetown County School Transparency List	Multiple Attempts	1/10/2024
Apollo Piping Design Services dba Aalberts Integrated Piping Systems	Piping design, AIPS calibration, OEM manufacturing, sales reps	City Vendor List	APPLICATION-2ND FOLLOW UP	12/7/2023
Arc3 Gases South	Welding Products and Gases, rentals and repairs	Common Business	PAID-INITIAL	10/31/2022
Ascentium Capital LLC	Finance new and used equipment	Common Business	PAID-INITIAL	4/24/2023
ATCO International	Distributor of maintenance products	City Vendor List	PAID-INITIAL	2/8/2023
At-Net Services Inc	on-site and remote managed IT services, Security system installation, structured cable installation, and cyber security	City Vendor List	Verifying Liability	12/27/2023
Augusta Fiberglass Coatings Inc	Engineering & Field service, repair, and maintenance	City Vendor List	AVENUE EXHAUSTED	1/26/2024
B&M Well Drilling	Well drilling services	City Vendor List	AVENUE EXHAUSTED	5/23/2025
Beckman Coulter Inc	Lease medical equipment	Common Business	PAID-INITIAL	11/30/2022
Beltram Edge Tool Supply, Inc. dba Beltram of the Carolinas	Full Service Restaurant Equipment Dealer, Deliver and Installation	Common Business	APPLICATION-1ST FOLLOW UP	1/2/2024
Benton Roofing Inc	Roof installation, replacement, maintenance, and repair	Georgetown County School Transparency List	AVENUE EXHAUSTED	12/7/2023
Binswanger Enterprises, LLC	Glass & Repair	Common Business	PAID-INITIAL	11/30/2022
Blossman Gas and Appliance	Propane gas, appliance and service	Common Business	PAID-INITIAL	8/31/2023
Bobby's Appliance Center	Appliances and mattress sale. Home delivery and installation. Appliance repair	Georgetown County School Transparency List	PENDING APPLICATIONS	12/18/2023
Boston Scientific Corp	Surgical Supplies	Common Business	PAID-INITIAL	8/16/2023
Brink's Incorporated	Armored truck services	Common Business	PAID-INITIAL	5/8/2023
C&S Solutions Inc	Locating, Inspecting, & Fault Finding Utilities Equipment, on-site training and demonstration	City Vendor List	AVENUE EXHAUSTED	1/4/2024
Camden Fire Extinguishers Services	Fire Extinguishers Installation, Test, Repair, Services, and Inspections	Common Business	PAID-INITIAL	4/4/2023
Canon Financial Services Inc	Lease office equipment	Common Business	PAID-INITIAL	12/29/2022
Carolina Office Systems Inc	Computer and office machine repair	Common Business	PAID-INITIAL	4/24/2023
Carolina Shine LLC	Cleaning supplies distributor, deliver via own company trucks, travelling sales reps	City Vendor List	CALCULATION SENT	12/7/2023
Carolina Turf Farms	Turf supplier, delivery via company owned fleet	City Vendor List	AVENUE EXHAUSTED	2/7/2024
Coast 2 Coast Lawns LLC	Land maintenance and lawn care	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	12/7/2023
Coastal Staffing Services LLC	Staffin	City Vendor List	PAID-INITIAL	8/30/2023
Coastal Transfer and Storage	Moving/relocation services, self storage facilities	City Vendor List	AVENUE EXHAUSTED	1/26/2024
Coastal Waterworks Plumbing	Residential and commercial plumbing services	City Vendor List	APPLICATION-2ND FOLLOW UP	12/18/2023
CodeLynx	Audio visual and physical security design and installation for A/V, access control and video surveillance	Georgetown County School Transparency List	APPLICATION-INITIAL	8/31/2023
CoinCloud (Cash Cloud, Inc)	Bitcoin atm rental	Common Business	PAID-INITIAL	2/8/2023
Combs and Associates (Combs Technologies Inc)	Equipment for Water and Waterwater Treatment. Territory sales reps	City Vendor List	Multiple Attempts	12/14/2023
Commercial Openings	Doors and frames, door hardware, bathroom partitions and accessories. On site installation. Have own company fleet of vehicles	City Vendor List	2nd Phone Call	12/7/2023
Community Design Solutions	Community Design & Planning services	City Vendor List	APPLICATION-INITIAL	8/1/2023
ComputerPlus Sales and Service Inc	Systems maintenance, hardware contract maintenance, managed imac services, depot repair and advanced exchange, printer equipment and supplies, on-site services	City Vendor List	APPLICATION-2ND FOLLOW UP	12/19/2023
Conway Rental Center (CRC)	Party and equipment rental	City Vendor List	APPLICATION-1ST FOLLOW UP	12/27/2023

Core & Main LP	Maintenance & repairs	Common Business	PAID-INITIAL	4/24/2023
CR JACKSON	Asphalt repaving	City Vendor List	Multiple Attempts	1/4/2024
Crane 1 Services Inc	Maintenance/Repair and Training on Hoist and Cranes. Have own company fleet of vehicles.	City Vendor List	APPLICATION-2ND FOLLOW UP	12/7/2023
CSC Leasing Company	Equipment leasing and financing	Georgetown County Business Personal Property Tax	PENDING APPLICATIONS	12/29/2023
CSC Serviceworks Inc	Lease Equipment	Common Business	PAID-INITIAL	4/24/2023
CSI Leasing	Lease Equipment	Common Business	PAID-INITIAL	10/31/2022
Culinary Depot - Columbia Office	Restaurant equipment, commercial refrigeration, smallwares, storage and transport, tabletop, disposable, furniture, janitorial supply. Installation team with own company fleet	Georgetown County School Transparency List	WAITING ON PROOF RESPONSE-(discovery)	1/5/2024
D&W Sitework LLC	Demolition and Excavation services	City Vendor List	APPLICATION-2ND FOLLOW UP	12/7/2023
Daikin Applied Americas Inc.	Commercial HVAC systems for heating, ventilation and air conditioning	Common Business	PAID-INITIAL	6/27/2023
Danny's Pest Control	Pest control services	City Vendor List	APPLICATION-1ST FOLLOW UP	12/27/2023
De Lage Landen Financial Services	Lease Equipment	Common Business	APPLICATION-INITIAL	12/27/2023
Decatur Electronics	Police radars, speed trailers and signs, fluid surface velocity, special application doppler. Travelling sales reps	City Vendor List	Verifying Liability	12/6/2023
Delta Industrial Electric	Electrical Contractor	City Vendor List	APPLICATION-2ND FOLLOW UP	1/5/2024
Delta Medical Systems Inc	Medical imaging solutions, field service, project management, applications training. c-arm leasing program, marketing, service agreements	City Vendor List	APPLICATION-2ND FOLLOW UP	1/8/2024
Dependable Service Plumbing and Air Inc	HVAC and plumbing services	City Vendor List	CALCULATION SENT	12/11/2023
Digitalmint Bitcoin ATM	Bitcoin ATM	Common Business	ONE AT A TIME	1/2/2024
Dish Network LLC	Satellite service provider	Georgetown County Business Personal Property Tax	PAID-INITIAL	11/6/2023
DocuSystems	Office copiers and equipment, managed IT, managed print services, document management service	City Vendor List	APPLICATION-2ND FOLLOW UP	1/5/2024
Donald Withers Photography	Photograph services	City Vendor List	APPLICATION-2ND FOLLOW UP	1/8/2024
D's Door Company	Garage door installation	City Vendor List	AVENUE EXHAUSTED	2/14/2024
Dukes Root Control Inc	Root maintenance, sanitary sewer maintenance, sewer evaluation services, rehabilitation. Have own company fleet of vehicles	City Vendor List	APPLICATION-2ND FOLLOW UP	12/20/2023
Eadie's Construction Company Inc	Storm drain install/repair, sewer main install/repair, water main install/repair, sewer lift station install/repair, hydrant install/repair, jack and bore, directional drilling, septic systems, box culverts, demolition	City Vendor List	APPLICATION-2ND FOLLOW UP	1/8/2024
Eadie's Industrial Inc	Industrial Vacuum services, combo sewer jet, sewer lift stations, water blasting, storage tank cleaning, video/camera inspections, drainage maintenance, remediation services	City Vendor List	APPLICATION-INITIAL	1/8/2024
East Coast Metal Distributors	HVAC product suppliers. Deliver via own truck	Common Business	PAID-INITIAL	2/8/2023
Eastland Pest Control	Pest control service	Georgetown County School Transparency List	AVENUE EXHAUSTED	7/7/2024
Ecolab Inc	Ecolab offers water, hygiene and infection prevention solutions and services	Common Business	APPLICATION-INITIAL	1/10/2024
Event Works Rentals (Peach Tree Tents and Events LLC)	Event Rentals, Tent Set Up, Consultation and Delivery	Georgetown County School Transparency List	PAID-INITIAL	7/12/2023
Eye Shadow Photography	Wedding and event photographer	Georgetown County School Transparency List	Verifying Liability	12/27/2023
Ferrellgas LP (dba Blue Rhino)	Propane supplier	Common Business	PAID-INITIAL	11/30/2022
First Data Merchants Services LLC (Fiserv)	Installation of credit card machine and/or e-commerce credit system	Common Business	APPLICATION-INITIAL	1/9/2024
FujiFilm North America Corporation	Medical imaging Equipment	Common Business	PAID-INITIAL	8/16/2023
Futura Systems Inc	Geo Spatial Mapping and asset management, staking and project tracker, FieldPro, outage management, Futura Flex	City Vendor List	APPLICATION-INITIAL	12/27/2023
Georgetown Executive Center	Virtual office and temporary office leasing	Discovery	AVENUE EXHAUSTED	6/12/2024
Grand Strand Fire Sprinkler	Fire sprinkler system installation, fire sprinkle service/inspections, fire extinguisher inspection	City Vendor List	APPLICATION-INITIAL	12/27/2023
GSI-Generator Services Inc	Sales, service and repair	Common Business	PAID-INITIAL	3/1/2023
GXC Inc	Armed and unarmed security personnel, metal detectors, rental services with on site setup	Georgetown County School Transparency List	CALCULATION SENT	12/27/2023
H&E Equipment Services	Earthmoving, construction, industrial, material handling, and heavy equipment rental	Georgetown County School Transparency List	PAID-INITIAL	9/28/2023
Hallmark Marketing Company LLC	Greeting cards, gift wrap, ornaments & gifts	Common Business	PAID-INITIAL	10/31/2022
Hardwick's Landscaping LLC	Excavating and landscaping services	Georgetown County School Transparency List	CALCULATION SENT	12/18/2023
Herff Jones LLC	Sells educational recognition, achievement and motivational products/materials	Common Business	PAID-INITIAL	7/13/2023
Hershey Creamery Company	Ice Cream	Common Business	PAID-INITIAL	10/31/2022
Hill-Rom Company Inc	Lease Equipment	Common Business	ONE AT A TIME	12/28/2023
I-Leadr Inc	School development training services	Georgetown County School Transparency List	CALCULATION SENT	1/2/2024
Imperial Dade & Paper Co LLC	Supplies-Maintenance	Common Business	PAID-INITIAL	10/31/2022

Interface Security Systems LLC	Lease Equipment	Common Business	AVENUE EXHAUSTED	1/9/2024
Johnson-Lambe Company	sports equipment jersey designs, trophies and awards, Sales reps in SC	Georgetown County School Transparency List	PAID-INITIAL	10/19/2023
KCI USA, Inc. dba 3M Medical Solutions	Sell and rent medical equipment	Common Business	PENDING APPLICATIONS	12/29/2023
Kelly Services Global LLC	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
Kelly Services Inc	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
Kelly Services USA LLC	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
L&W Supply Corporation dba Acoustical & Drywall Supply (ABC Supply)	Products Supply/Delivery	Common Business	PAID-INITIAL	6/20/2023
Leading Up LLC	On-site professional and personal development	Georgetown County School Transparency List	FINAL Phone Call	1/10/2024
LiftOne, LLC	Lease Equipment	Common Business	PAID-INITIAL	10/31/2022
Live Productions	Lighting, sound, staging, entertainment, planning/management/design, equipment rentals, power management	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	12/7/2023
Loomis Armored US LLC	Armored truck services	Common Business	PAID-INITIAL	4/24/2023
Lux Vending dba Bitcoin Depot	Bitcoin atm rentals	Common Business	PAID-INITIAL	11/30/2022
Meco Inc of Florence	Petroleum refueling, technicians come on site for maintenance/repairs, have own company fleet of vehicles	City Vendor List	PAID-INITIAL	11/30/2022
Modern Turf, Inc	Sport field landscaping	Georgetown County School Transparency List	AVENUE EXHAUSTED	7/5/2026
Motorola Solutions Inc	Access control systems, video security, body worn cameras, cybersecurity services, on-site preventative maintenance, technology lifecycle management	Common Business	PAID-INITIAL	11/6/2023
Nalco Company LLC	Water treatment	Georgetown County Business Personal Property Tax	PAID-INITIAL	8/22/2023
NetSource ET, LLC	Educational Technology	Georgetown County School Transparency List	2nd Phone Call	12/12/2023
Nu-Idea School Supply Co.	Furniture supplier	Georgetown County School Transparency List	PAID-INITIAL	6/26/2023
Olympus America Inc	Equipment rental	Common Business	PAID-INITIAL	4/4/2023
Pawleys Island Locksmith	Locksmith services	City Vendor List	PAID-INITIAL	8/31/2023
Pitney Bowes Global Financial Services	Lease postage equipment	Georgetown County Business Personal Property Tax	CALCULATION SENT	1/9/2024
Pro Kitchen LLC	Kitchen Equipment Installation and Service/Repair	Common Business	PHONE CALL	12/7/2023
Pugh Lubricants, LLC dba Apollo Oil, LLC	Distributor of automotive-fleet oils and greases, oil and fuel absorbents, and car oil, fuel, air filters	Common Business	PAID-INITIAL	10/31/2022
Quest Resource Management Group	Recycling & Disposal Services and equipment rentals	Common Business	PAID-INITIAL	6/14/2023
Rentokil North America Inc dba J C Ehrlich Co, Inc	Pest control & consulting	Common Business	PAID-INITIAL	12/29/2022
Robert Half International Inc	Accounting Staffing Agency	Common Business	CALCULATION SENT	1/3/2024
Roto Rooter Plumbing and Drain Service of Myrtle Beach SC	Plumbing services	Georgetown County School Transparency List	APPLICATION-INITIAL	12/28/2023
Royal Cup Inc	sale of coffee and tea	Common Business	PAID-INITIAL	4/24/2023
Rug Doctor LLC	Rental cleaning supplies	Common Business	PAID-INITIAL	12/29/2022
Shutterfly Lifetouch, LLC (Previously Lifetouch National School Studios Inc)	Pictures taken at school locations	Common Business	WAITING ON PROOF RESPONSE-(discovery)	1/2/2024
Smith's Addressing Machine Services	Installation, onsite service, and preventive maintenance-	Georgetown County School Transparency List	Verifying Liability	12/7/2023
Snider Tire Inc dba Snider Fleet Solutions	Roadside service with mobile service trucks, tire retread, fleet management, onsite scheduled services, forklift repairs. Have own company fleet of vehicles	Common Business	PAID-INITIAL	12/6/2023
SPATCO Energy Solutions	Equipment installation & repairs	Common Business	PAID-INITIAL	11/30/2022
Stryker Sales LLC (dba Stryker Medical)	Medical devices and equipment	Common Business	PAID-INITIAL	12/6/2023
Superior Plus Energy Services dba Freeman Gas	Propane Supplier- delivery, install/repair	Business Self Reported	CALCULATION SENT	12/29/2023
The Hertz Corporation	Passenger Rental Cars	Georgetown County Business Personal Property Tax	APPLICATION-2ND FOLLOW UP	12/7/2023
Therapy Travelers LLC	Staffing agency for school districts, clinicians, and educators	Business request	PAID-INITIAL	5/26/2023
TIAA Commercial Finance, Inc	Commercial equipment leasing	Common Business	PAID-INITIAL	11/30/2022
TIAA FSB	Commercial Equipment Leasing (Separate Entity from TIAA Commercial Finance)	discovery	PAID-INITIAL	11/30/2022
Timepayment Corporation	Lease Equipment	Common Business	APPLICATION-INITIAL	1/2/2024
Tisdale Plumbing Company	Plumbing services	Georgetown County School Transparency List	PHONE CALL	12/7/2023
Toyota Industries Commercial Finance INC	Forklifts Financial Services	Common Business	Addr Complete/Pending apps	1/3/2024
Trane US Inc	Maintenance Repairs	Georgetown County School Transparency List	PAID-INITIAL	11/30/2022
US Foods, Inc.	Food supplier (retail)	Georgetown County School Transparency List & City	PAID-INITIAL	11/30/2022
ViaSat, Inc.	Lease and install internet equipment	Common Business	PAID-INITIAL	11/6/2023
W.W. Grainger, Inc	Cleaning and Sanitation	Common Business	PAID-INITIAL	12/30/2022
W.W. Williams Company, LLC	Vehicle Parts/Service/Repair	Common Business	PAID-INITIAL	11/30/2022
Wells Fargo Vendor Financial Services	Equipment leasing	Common Business	PAID-INITIAL	12/6/2023
Williams Scotsman, Inc. (dba WillScot dba Mobile Mini)	Builds/leases modular buildings, portable classrooms, and mobile office space	Common Business	PAID-INITIAL	2/8/2023
WIN LLC	Recruitment, schedule management, cost management, risk management, quality management, process management, 3rd party consulting/support	Georgetown County School Transparency List	APPLICATION-1ST FOLLOW UP	1/2/2024

WM Building Envelope Consultants LLC	Exterior Walls, Roofing and Waterproofing consulting services	Georgetown County School Transparency List	AVENUE EXHAUSTED	12/15/2023
Wyeth Holdings, LLC (Pfizer Inc)	Medical Equipment sales and rental	Common Business	PAID-INITIAL	2/8/2023
Xerox Corporation	Lease Equipment		PAID-INITIAL	11/27/2023
Zimmer US, Inc.	Lease Equipment	Common Business	PAID-INITIAL	11/6/2023

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

Activity Date Range 12/01/23 - 12/31/23

Detail Listing

License For	Activity Date
Deep Enterprise LLC	12/06/2023
1	
DOLLAR GENERAL STORE #17925	12/15/2023
GULLAH MUSEUM OF GEORGETOWN	12/07/2023
CAROLINA NOVELTIES	12/01/2023
3	
Tych & Walker Architects, LLP	12/06/2023
Charles Demolition and Construction	12/05/2023
SeaSoul Melody	12/06/2023
Stryker Sales LLC	12/06/2023
WELLS FARGO VENDOR FINANCIAL SERVICES	12/06/2023
Conway Rental Center	12/22/2023
6	
10	

Projects Progress:

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

American Rescue Plan Act – The proposed budget plan was presented to Council passing 2nd reading in January 2022. City staff has initiated the process of seeking bids for projects. **The City has received the 2nd and Final Payment for APRA proceeds.**

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

FY23, 24, and 25 Financial Statement Audit RFP. As required, procurement requested a proposal for financial statement audit services for FY23, 24, and 25. Based on the information provided, Finance recommended that we go forward with Mauldin & Jenkins (<https://www.mjcpa.com>). Council approved on May 19, 2022.

Update:

Audit work has begun, and the auditors completed their on-site fieldwork on October 9, 2023, through October 11, 2023. They anticipate the audit to be completed by January 31, 2024.

Finance and City Administrator met with Mauldin & Jenkins for an introductory Audit Meeting on April 25, 2023, to discuss the FY23 audit requirements.

South Carolina Business License Tax Standardization Act 176: Our first season of issuing business

Council approved the Business License Ordinance to include the new Standardization procedures and requirements on **September 15, 2022.**

16.K.7

Chapter 1, Article II, “Business Licenses” of the Code of Ordinances for the City of Georgetown by replacing Article II in its entirety.

Update: MASC required NAICS codes and rates to be rebalanced and will be presented to council for 1st reading at the December meeting.

Annual Business License Renewals were sent out on January 31, 2023. Businesses are accessing the online portal.

DataMax/HDL Companies: DataMax has been acquired by HDL Companies. Day-to-day business will continue as normal and our contacts will remain the same. HDL Companies can provide more diverse service offerings and additional resources for local governments.

The City received and approved the listing of potential businesses operating within the City without a business license for December 2023. (See Active Businesses Report)

The City received approved payments from three companies totaling \$24,970.04 before reimbursement to HDL Companies, per contract.

Lease Purchase Resolution: Council approved a Resolution on September 22, 2022 in the amount of \$600,000 to lease purchase four vehicles budgeted for FY23 to include: Ford F-250, Electric Line Truck, Garbage Truck, and a Chevy Tahoe. The City closed on October 4, 2022, and will move forward to procure these vehicles.

All vehicles except the Garbage Truck (estimated delivery is Fall 2023) have been purchased and delivered.

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

The process of distributing approximately 11,000 checks for all amounts due no matter how small has required a high administrative burden on the Finance Department staff. Many checks will go uncashed due to mail problems, bad addresses, or small amounts the recipient fails to cash. An additional settlement distribution is expected in the coming months. Uncashed checks must be reconciled on monthly bank reconciliations and eventually reported to the SC State Treasurer as uncashed checks. We have to send out one follow-up letter for each uncashed check regardless of amount, and we have to submit funds related to all uncashed checks \$50 and above to the State Treasurer. In some instances, we have been asked to reissue checks that have been uncashed for 90 days. We are approaching the end of the project. The refunds are in the amount of \$3.00 or less at this current point. We are about to wrap up the first round of issued refunds. There will be additional work required related to bank reconciliation and uncashed checks reporting to the State Treasurer. An additional 2nd settlement check is expected from Santee Cooper in the coming months.

Update: Swiftwater Strategies will update council at the December meeting.

Attachment: Finance and IT Department December 2023 Report (4018 : Finance and IT Department Monthly Report)

Update: Council approved at the regular December 21st meeting for credits to be applied to all active accounts upon customer request within 30 days of notification. Inserts will be included in utility billings. Swiftwater Strategies is expected to complete credit reimbursements on or before March 31, 2024.

Update: Council approved Swiftwater Strategies proposed reimbursement methodology at the regular September 21st meeting. These reimbursements are expected to be completed on or before December 31, 2023.

The City received the 2nd settlement check from Santee Cooper on March 6th for \$519,385.81. Dr. Yudice has informed Council that the City will seek an outside 3rd party to handle these reimbursements.

IT

Update: A meeting was scheduled for the end of November to discuss implementation. BS&A has submitted a list of questions to various areas to establish city procedures. Once these are completed, they will review and schedule another call.

BS&A software contract has been executed and project work for implementation began in August 2023.

GO Bond Ordinance for this project was adopted by Council on September 21, 2023.

IT continues conversations with HTC and Engineering on connecting the two new locations to the City's fiber network and how to convey this to contractors.

Other

Finance is currently fully staffed with approved budgeted positions.

Attached are the Budget Performance Reports for November 2023. With the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.

CITY OF GEORGETOWN**ARPA Project Cost****December 31, 2023**

Project Description	ARPA Funding	Total Cost	ARPA Balance
City Employee Bonus Pay CLOSED	450,000.00	450,000.00	-
Household Assistance Program (Habitat) CLOSED	200,000.00	200,000.00	-
Lift Station Portable Diesel Pumps CLOSED	161,545.09	161,545.09	-
Maryville Lift Station Supplement Project #1815 CLOSED	415,266.45	415,266.45	-
Maryville Lift Station Supplement Project #1815 CLOSED	57,962.00	57,962.00	-
Maryville Lift Station Supplement Project #1815 CLOSED	114,665.55	114,665.55	-
Historic District Sewer Line Repairs Project #1819 CLOSED	364,971.00	364,971.00	-
SCADA for Water Plant	166,302.78	69,838.83	96,463.95
Admin Cost (WRCOG)	100,000.00	25,014.08	74,985.92
Maryville Water Distribution Improvements Phase I Project #1516 : Engineering	634,500.00	-	634,500.00
Maryville Water Distribution Improvements Phase I Project #1516	62,500.00	50,907.52	11,592.48
West End Water Main Improvements Project #1515	304,580.00	-	304,580.00
West End Water Main Improvements Project #1515 : Contingency	50,000.00	-	50,000.00
Sewer/MH Pipe Lining and Repairs Project #1818	474,475.00	-	474,475.00
Sewer/MH Pipe Lining and Repairs Project #1818 : Engineering	100,525.00	73,595.00	26,930.00
WTP Secondary Sed Basin Project #1606 Contingency	400,000.00	-	400,000.00
Project Contingency	294,859.03	-	294,859.03
	4,352,151.90	1,983,765.52	2,368,386.38