

UPDATED 12/16/20
PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL
DECEMBER 17, 2020 – 5:30 PM
TELECONFERENCE
LIVE STREAM:



<https://www.facebook.com/cityofgtown/>

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. **ROLL CALL**
4. **INVOCATION & PLEDGE OF ALLEGIANCE**
5. **NOMINATIONS AND VOTE FOR MAYOR PRO TEMPORE TO SERVE THE REMAINING ONE YEAR OF A TWO YEAR PERIOD.**
6. **ANNOUNCEMENT**
 - A. **Due To Health Concerns Regarding Covid-19, City Council Will Be Conducting A Public Hearing & Regular Meeting Via Teleconference. If You Would Like To Give Input For The Public Hearing Or Public Comments Portions Of The Meeting, You Can Email Publiccomments@Georgetownsc.Gov Or Call 843-545-4090 To Leave A Voice Message No Later Than 12:00pm On Thursday, Dec 17, 2020. If Leaving A Voice Message, Please Speak Clearly And Identify Yourself By Stating Your Name, Address, And Phone Number To Be Recorded Correctly.**
7. **PUBLIC HEARING**
 - A. **The purpose of the Public Hearing will be to receive citizen input concerning an ordinance authorizing Budget Amendments for FY 2020/2021 for a total of \$510,583 over multiple funds.**
****Note** (The revised proposed Budget Amendments for FY 2020-2021 is \$1,856,232 due to the Santee Cooper Settlement distribution and an additional expense in the Stormwater Fund)**
8. **PUBLIC COMMENTS**
9. **INTRODUCTION OF NEW EMPLOYEES**
10. **PROCLAMATIONS**
 - A. **Motion to approve a Proclamation in honor of Joseph H. Rainey.**
Attachments:
1 12.17.20 Joseph H. Rainey Proclamation (PDF)
11. **PLANNING AND COMMUNITY DEVELOPMENT**

- A. Motion to approve second reading of an ordinance amending the City of Georgetown Zoning Ordinance Article XV, Section 1500, Establishment of Board of Zoning Appeals.**

Attachments:

- | | | |
|---|---|-------|
| 1 | Text Amendment Art XV Sec 1500 BZA Ord | (PDF) |
| 2 | ARTICLE XV BOARD OF ZONING APPEALS redlined | (PDF) |
| 3 | Rules of Procedures | (PDF) |

- B. Motion to approve first reading of an ordinance rezoning approximately .5 acres of land, owned by Thomas & Stephanie McCall, located at 1012 Front Street, from Core Commercial (CC) to Residential (R4).**

Attachments:

- | | | |
|---|-------------------------------------|-------|
| 1 | Rezoning .5 ac McCall 1012 Front St | (PDF) |
| 2 | McCall BZA Application | (PDF) |
| 3 | Nov 24 2020 PC Minutes | (PDF) |
| 4 | Art VII Single Family in R4 CC | (PDF) |
| 5 | Current Zoning Map CC | (PDF) |
| 6 | Proposed Zoning Map R4 | (PDF) |

12. FINANCE

- A. Motion to approve second reading of FY2021 Budget Amendments.**

Attachments:

- | | | |
|---|--|-------|
| 1 | Budget Amendment Ordinance FY2021-2nd Reading-12172020 | (PDF) |
| 2 | Stormwater Pump Repair | (PDF) |
| 3 | Santee Cooper Settlement Briefing Document | (PDF) |
| 4 | Budget Amendments Detail By Fund | (PDF) |
| 5 | Budget Amendments -Line Item | (PDF) |

13. ENGINEERING

- A. Motion to approve the advancement of the Black River Road project planned by SCDOT. The project has significant utility (water, sewer, electrical) impacts and will also involve the removal of historic and non-historic Oak trees along this corridor.**

Attachments:

- | | | |
|---|---|-------|
| 1 | Letter to City of Georgetown - Black River Road Project | (PDF) |
|---|---|-------|

14. ADMINISTRATION

- A. Motion to approve an extension to an Emergency Ordinance requiring individuals to wear face coverings in certain establishments due to the COVID-19 pandemic.**

Attachments:

- | | | |
|---|---|-------|
| 1 | 12.31.20 Emergency Ordinance Extension - COVID-19 Face Covering Extension | (PDF) |
|---|---|-------|

2 10.31.20-09.01.20-07.02.20 Emergency Ordinances - COVID-19 Face coverings (PDF)

- B. Motion to approve first reading of an Ordinance setting a Special Election in the City of Georgetown, South Carolina on Tuesday, April 13, 2021 to fill the unexpired term of Mayor Pro Tempore Rudolph A. Bradley.**

Attachments:

1 12-17-20 Ordinance setting special election (PDF)

- C. Motion to approve first reading of revisions to Chapter 22 (Utilities), Article VI (Stormwater Utility) of the City of Georgetown Code of Ordinances.**

Attachments:

1 ARTICLE VI_STORMWATER UTILITY_1ST Reading Rev.2 Red Line (PDF)

2 ARTICLE VI_STORMWATER UTILITY Rev. 2 (PDF)

- D. Motion to approve first reading of an Ordinance to Amend Stormwater Utility Billing Structure and Adjust Rates.**

Attachments:

1 2020.12.17 Stormwater Rates Adjustment (PDF)

2 12.17.20 Amended Stormwater Rate Ordinance (PDF)

- E. Motion to approve Vehicle and Equipment Replacement Policy.**

Attachments:

1 Vehicle and Equipment Replacement Policy (PDF)

2 2020.10.22 Vehicle Equipment Replacement Program (PDF)

- F. Motion to approve Willis HR Consulting Services Agreement for a payment not to exceed \$38,000.00.**

Attachments:

1 HR-ServiceAgreement-CityofGeorgetown-12.10.20 (PDF)

15. CITY ADMINISTRATOR REPORT

16. MINUTES

- A. Motion to approve minutes of November 19, 2020 Council Meeting.**

17. OLD BUSINESS

18. NEW BUSINESS

19. DEPARTMENT MONTHLY REPORTS

- A. November 2020 Electric Utility Department Report**

Attachments:

1 november20 (PDF)

- B. Engineering Monthly Report_November 2020**

Attachments:

1 Engineering Monthly Report_November 2020 (PDF)

C. November 2020 Fire Report

Attachments:

1 NOVEMBER 2020 FIRE REPORT (PDF)

D. November 2020 Fleet service Report

Attachments:

1 Fleet Services Monthly Report.FY2021 (PDF)

E. GPD - November 2020 Monthly Report

Attachments:

1 GPD - November 2020 Monthly Report (PDF)

F. November 2020 Human Resources/Risk Management Report

Attachments:

1 November 2020 Human Resources-Risk Management Report (PDF)

G. November 2020 Municipal Court Report

Attachments:

1 MC Monthly Report (PDF)

H. November 2020 Planning & Community Development Report

Attachments:

1 Monthly reports November 2020 (PDF)

I. November 2020 Public Works Department Report

Attachments:

1 Public Works Monthly Report.FY2021.1 (PDF)

J. November 2020 Water Utilities Report

Attachments:

1 November 2020 Water Utilities Report (PDF)

K. November 2020 Finance and IT Monthly Reports

Attachments:

1 November 2020 Finance and IT Reports (PDF)

2 Grants-Monthly Rpts FY 20.21 (PDF)

3 GovDeal Monthly Report (PDF)

4 BudgetPerformanceReport-November 2020 (PDF)

20. EXECUTIVE SESSION

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to Section 30-4-70 (a)(1)(2) to discuss an addendum to an agreement for temporary services with Mrs. Debra Bivens as Interim Director of Finance; to present the recommended candidate to fill the Finance Director position; to review a performance evaluation for Dr. Sandra E. Yúdice, City Administrator, one year anniversary; and to discuss proposed contractual arrangements for the GBA to serve as the City's Destination Marketing Organization.**

- 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.**
- 21. Motion to approve an addendum to an agreement for temporary services of Mrs. Debra L. Bivens as an Interim Director of Finance Consultant.**
- 22. Motion to approve the City Administrator to enter into negotiations with the Georgetown Business Association (GBA) to be the Destination Marketing Organization (DMO) for the City of Georgetown for the remainder of FY2021 and beyond.**
- 23. ADJOURNMENT**
 - A. Motion to adjourn the Regular Meeting of City Council.**



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

PROCLAMATION

DOC ID: 3195

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve a Proclamation in honor of Joseph H. Rainey.

Reviews:

Sandra E. Yudice Ph.D. Completed 12/15/2020 8:44 AM
 Sandra E. Yudice Ph.D. Completed 12/15/2020 8:44 AM
 Stephanie Buccione Completed 12/15/2020 8:54 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 1 12.17.20 Joseph H. Rainey Proclamation (PDF)

MOTION TO APPROVE A PROCLAMATION IN HONOR OF JOSEPH H. RAINEY.

City of Georgetown, South Carolina

MAYORAL PROCLAMATION

WHEREAS, Joseph Hayne Rainey was born enslaved on June 21, 1832, in Georgetown, South Carolina; and

WHEREAS, South Carolina prohibited the education of Black Americans, and instead of a formal education, Joseph H. Rainey learned the barbering trade from his father, Edward Rainey; and

WHEREAS, Edward Rainey used profits from his work as a barber to buy his and his family’s freedom in the early 1840’s; and

WHEREAS, Joseph H. Rainey eventually moved with his family to Charleston, South Carolina; and

WHEREAS, in 1859, Joseph H. Rainey married his wife, Susan, with whom he had three children, Joseph, Herbert, and Olive; and

WHEREAS, in 1861, Joseph H. Rainey was conscripted by the Confederate Army and worked as a ship’s steward aboard a Confederate vessel which secretly carried goods to the Union Navy; and

WHEREAS, during the Civil War, in 1862, Joseph H. Rainey and his wife and family escaped to Bermuda, a British colony that had abolished slavery in 1834, where he undertook successful entrepreneurial endeavors with his wife; and

WHEREAS, in 1866 Joseph Rainey and his family moved back to Charleston, South Carolina after the Civil War had ended; and

WHEREAS, Joseph H. Rainey co-founded the State Republican Party and represented Georgetown, South Carolina, on the Party’s central committee; and

WHEREAS, Joseph H. Rainey participated in the South Carolina State constitutional convention in 1868; and

WHEREAS, Joseph H. Rainey won election to the House of Representatives in 1870 and was the first African American to serve in the House of Representatives; and

WHEREAS, Joseph H. Rainey was sworn in as a member of the House of Representatives on December 12, 1870, to represent the 1st District of South Carolina in the Forty-First Congress; and

WHEREAS, Joseph H. Rainey became the first African American to preside over the House of Representatives on April 29, 1874; and

WHEREAS, Joseph H. Rainey served with distinction on several committees, including the Committee on Freedmen’s Affairs, the committee handling all legislation concerning formerly enslaved people; and

WHEREAS, Joseph H. Rainey implored Congress to provide more resources for education, calling for a Federal, publicly funded school system to develop the “future lawmakers and rulers of our country”; and

WHEREAS, Joseph H. Rainey spoke on the House floor in support of a \$1 million appropriation to protect voting rights in the South, which was later approved; and

WHEREAS, Joseph H. Rainey called for decisive Federal action to end widespread violence in the former Confederacy, advocating for passage of the Ku Klux Klan Act of 1871; and

WHEREAS, Joseph H. Rainey spoke extensively on the floor of the House of Representatives about discrimination he faced as a sitting Member of Congress, advocating for a civil rights act to end discrimination on juries, in schools, on transportation, and in public accommodations;; and

WHEREAS, Joseph H. Rainey departed the House of Representatives on March 3, 1879, following electoral backlash against Reconstruction; and

WHEREAS, Joseph H. Rainey was the longest-serving African-American Member of Congress during the Reconstruction period; and

WHEREAS, Joseph H. Rainey was appointed a special agent of the United States Department of the Treasury in South Carolina in 1879 following his Congressional service; and

WHEREAS, Joseph H. Rainey is now commemorated in the United States Capitol in an exhibit unveiled on December 4, 2020, by the Speaker of the House, highlighting his legacy and the foundation he laid for generations of lawmakers; and

WHEREAS, the Historian and the Clerk of the House of Representatives published a historical record in September 2020 entitled “We Are in Earnest for Our Rights: Rainey and the Struggle for Reconstruction”, chronicling the legacy of Representative Joseph Rainey.

NOW, THEREFORE, I, Brendon M. Barber, Sr., Mayor of the City of Georgetown, South Carolina, and on behalf of City Council, hereby proclaim to honor the historic life, career, and legacy of Representative Joseph H. Rainey on the 150th anniversary of his seating as a member of the House of Representatives.

SIGNED, SEALED AND DATED this 17th Day of December 2020.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor



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

ORDINANCE

DOC ID: 3165

Council Meeting Date:	17 December 2020
Department:	Housing and Community Development
Issue Under Consideration:	Motion to approve an ordinance amending the City of Georgetown Zoning Ordinance Article XV, Section 1500, Establishment of Board of Zoning Appeals
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• This text amendment was brought to us from a Board of Zoning Appeals member that wanted to make sure our Zoning Ordinance for BZA and the BZA Rules and Procedures matched. • Planning Commission held a public hearing on October 27, 2020 and discussed the proposed text amendments. • Planning Commission voted 4-0 in favor of recommending the text amendment to Council.
Options:	Approve or deny the text amendment to Article XV, Section 1500 of the Zoning Ordinance for BZA.
Staff Recommendation:	Staff recommends approval of the text amendment.

Reviews:

Angela Rambeau Completed 11/10/2020 11:02 AM

City Attorney Completed 11/10/2020 3:03 PM

Sandra E. Yudice Ph.D. Completed 11/10/2020 3:17 PM

Stephanie Buccione Completed 11/12/2020 4:45 PM

Georgetown City Council Completed 11/19/2020 5:30 PM

Attachments:

1. 1 Text Amendment Art XV Sec 1500 BZA Ord (PDF)
2. 2 ARTICLE XV BOARD OF ZONING APPEALS redlined (PDF)
3. 3 Rules of Procedures (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN
ZONING ORDINANCE ARTICLE XV, SECTION 1500, ESTABLISHMENT OF BOARD OF
ZONING APPEALS**

AN ORDINANCE AMENDING _____ OF THE ZONING ORDINANCE FOR THE CITY OF GEORGETOWN

WHEREAS, The City of Georgetown ordained and enacted into law the articles and sections of the Zoning ordinance in pursuance of authority conferred by Title 6, Chapter 29, Article 5 Code of Laws of South Carolina amended in 1976;

WHEREAS, The _____;

WHEREAS, The City of Georgetown _____; and,

WHEREAS, The City of Georgetown _____;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that _____ of the City of Georgetown Zoning Ordinance shall be _____ with the amended, _____ as written below.

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

ATTEST:

Ann U. Mercer, City Clerk

Jack M. Scoville, Jr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE
ARTICLE XV, SECTION 1500, ESTABLISHMENT OF BOARD OF ZONING APPEALS**

- WHEREAS,** pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and
- WHEREAS,** Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and
- WHEREAS,** the Planning Commission of the City of Georgetown, South Carolina held a public hearing regarding the proposed amendment to Article XV, Section 1500; and
- WHEREAS,** following the public hearing on October 27, 2020 and the vote by Planning Commission of 4-0 in favor of amending the Zoning Ordinance to change the text for Article XV, Section 1500, the Mayor and City Council of the City of Georgetown feel it is in the best interest of the City of Georgetown to amend the ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina that Article XV, Section 1500 of the City of Georgetown Zoning Ordinance be amended as follows:

1500 Establishment of Board of Zoning Appeals

A Board of Zoning Appeals is hereby established. Said Board shall consist of seven (7) members, who shall be citizens of the City of Georgetown and shall be appointed by the Georgetown City Council for overlapping terms of three years. Initial appointment shall be as follows: two members for a term of three years, two members for a term of two years, and three members for a term of one year. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay but may be reimbursed for any expenses incurred while representing the Board. Members cannot hold any other public office or position in the City. A member may serve a maximum of two consecutive terms. If there is no new citizen to volunteer for the Board, a current Board member may continue to serve, but must be reappointed by Council for another term. A member can be removed for just cause.

ATTEST:

Stephanie Buccione, City Clerk

Brendon M. Barber Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Article XV: BOARD OF ZONING APPEALS

1500 Establishment of Board of Zoning Appeals

A Board of Zoning Appeals is hereby established. Said Board shall consist of ~~nine (9)~~ **seven (7)** members, who shall be citizens of the City of Georgetown and shall be appointed by the Georgetown City Council for overlapping terms of three years. Initial appointment shall be as follows: two members for a term of three years, two members for a term of two years, and three members for a term of one year. ~~Two members added by an Ordinance on December 15, 1994 shall be appointed for terms of at least three years.~~ Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay but may be reimbursed for any expenses incurred while representing the Board. Members cannot hold any other public office or position in the City. A member may serve a maximum of two consecutive terms. **If there is no new citizen to volunteer for the Board, a current Board member may continue to serve, but must be reappointed by Council for another term.** A member can be removed for just cause.

1501 Proceedings of the Board of Zoning Appeals

The Board of Zoning Appeals shall elect a chairman and vice chairmen from its members who shall serve for one year or until reelected or until their successors are elected. The Board shall appoint a secretary, who may be a City employee, or a member of the Planning Commission. The Board shall adopt rules and by-laws in accordance with the provisions of this Ordinance and with the SC Code 1994, Sections 6-29-310 through 6-29-1200. All meetings of the Board shall be open to the public.

1502 Decisions of the Board of Zoning Appeals

The concurring vote of a simple majority of members presents shall be necessary to reverse any order, requirement, decision, or determination of the Zoning Administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance or to effect any variance of this Ordinance or to effect any variation of this Ordinance. The concurring vote of a simple majority of the members present shall be sufficient to carry any motion to deny a variance request from the applicant, or to effect administrative rulings such as adjournment, approval of minutes, setting of special meetings, and the like. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be public record. On all appeals, applications, and other matters brought before the Board of Zoning Appeals, the Board shall inform in writing all the parties involved of its decisions and the reasons therefore. (Ord. of 12-18-03)

1503 Appeals, Hearing, and Notice

Appeals to the Board may be taken by any person aggrieved, or by any officer, department, or board or bureau of the City. Such appeals shall be taken within a reasonable time, as provided by the rules of the Board, by filing with the officer from whom the appeal is taken and with the Board of Zoning Appeals notice of appeal specifying the grounds thereof. The Zoning Administrator shall forthwith transmit to the Board all the papers constituting the record upon which the action appealed from was taken. An appeal stays all legal proceedings in furtherance of the action appealed from unless the officer from whom the appeal is taken certifies to the Board, after the notice of appeal shall have been filed with him, that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of record on application, on notice to the officer from whom the appeal is taken, and on due cause shown.

The Board shall fix a reasonable time for the hearing of the appeal or other matters referred to it, and give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable

time. At the hearing any party may appeal in person or by agent or by attorney. Public notice of all meetings of the Board shall be provided by publication in a newspaper of general circulation in the City at least fifteen days in advance of the meetings. In cases involving variances, conspicuous notice shall be posted on or adjacent to the property affected, with at least one such notice being visible from each public thoroughfare that abuts the property.

1504 Powers

The Board of Zoning Appeals has the following powers:

1504.1 To hear and decide appeals where it is alleged there is error in an order, requirement, decision, or determination made by an administrative official in the enforcement of the Zoning Ordinance;

1504.2 To hear and decide appeals for variances from the requirements of the Zoning Ordinance when strict application of the provisions of the Ordinance would result in unnecessary hardship. A variance may be granted in an individual case of unnecessary hardship if the Board makes and explains in writing the following findings:

1504.201 There are extraordinary and exceptional conditions pertaining to the particular piece of property;

1504.202 These conditions do not generally apply to other property in the vicinity;

1504.203 Because of these conditions, the application of the Ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property;

1504.204 The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance; and,

1504.205 The Board may not grant a variance the effect of which would be to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the Official Zoning Map. The fact that property may be utilized more profitably, should a variance be granted, may not be considered grounds for a variance.

1504.3 To authorize the permitting of special exceptions subject to the terms and conditions for such uses as set forth by this Ordinance. The Board of Zoning Appeals may approve, approve with conditions, or deny a request for a special exception permit. Special exception permits may be approved only if the board finds that the proposed use:

1504.301 Is in fact a use specifically listed as a special exception for the zoning district in which the use is intended,

1504.302 Is consistent with the recommendations contained in the City of Georgetown Comprehensive Plan and the character of the underlying zoning district as indicated in the zoning district's intent,

1504.303 Is compatible with existing uses in the vicinity and will not adversely affect the general welfare or character of the immediate community,

1504.304 Adequate provision is made for such items as setbacks, buffering, and screening (including fences and/or landscaping) to protect adjacent properties from the possible adverse influence of the proposed use such as noise, vibration, dust, glare, odor, traffic conditions, and similar factors,

1504.305 When applicable, will be developed in a way that will preserve and incorporate important natural features,

1504.306 Complies with all applicable rules, regulations, laws, and the standards of this chapter, and

1504.307 Will not hinder or endanger vehicular traffic or pedestrian movements on adjacent streets.

In granting a special exception permit, the board may attach to it such conditions regarding the location, character, or other features of the proposed structure or use as the board may consider advisable to

protect established property values in the surrounding area or to promote the public health, safety, or general welfare; and

1504.4 To remand a matter to the Zoning Administrator, upon motion by a party or the board's own motion, if the board determines that the record is insufficient for review. A party's motion for remand may be denied if the board determines that the record is sufficient for review. The board must set a rehearing on the remanded matter without further public notice for a time certain within sixty days unless otherwise agreed by the parties. The board must maintain a list of persons who expressed an interest in being informed when the remanded matter is set for rehearing, and notice of the rehearing must be mailed to these persons prior to the rehearing.

1504.5 In exercising the above powers, the Board of Zoning Appeals may, in conformity with the provisions of this Ordinance, reverse or affirm wholly or in part, or may modify the order, requirements, decision, or determination of the Zoning Administrator and to that end shall have all the powers of the officer from whom the appeal is taken and may issue or direct the issuance of a permit. The Board, in the execution of the duties for which appointed, may subpoena witnesses and in case of contempt, may certify such fact to the Circuit Court having jurisdiction. All final decisions and orders of the Board must be permanently filed in the office of the Board as a public record. All findings of fact and conclusions of law must be delivered to parties of interest by certified mail.

1505 Appeals from Decisions of the Board of Zoning Appeals

Any person who may have a substantial interest in any decision of the Board of Zoning Appeals may appeal from any decision of the Board to the Circuit Court in and for the County of Georgetown by filing with the Clerk of such Court a petition in writing setting forth plainly, fully and distinctly wherein such decisions is contrary to law. Such appeal shall be filed within thirty days after the decision of the Board is rendered.

Editor's note-(renumbered Article XII, Sections 1200, 1201, 1202, 1203, 1204, 1204.1, 1204.2, 1204.201, 1204.202, 1204.203, 1204.204, 1204.205, 1204.3, and 1205 to new Article XV, Sections 1500, 1501, 1502, 1503, 1504, 1504.1, 1504.2, 1504.201, 1504.202, 1504.203, 1504.204, 1504.205, 1504.3 and 1505, ord. of 4-21-2011). (renumbered Article XV, Sections 1500, 1501, 1502, and 1503 to new Article XIX, Sections 1900, 1901, 1902, and 1903, ord. of 4-21-2011)(amended Section 1504.3 & 1504.4, ord. of 1/1/19) (amended Section 1500, ord. of 12/17/20).



City of Georgetown Board of Zoning Appeals Rules of Procedures

Article I Organization

Section 1 Rules

These rules of procedures are adopted pursuant to S.C. Code §6-29-790 for the City of Georgetown Board of Zoning Appeals with 7 members appointed by Council.

Section 2 Officers

The officers of the Commission shall be a chairman, and a vice-chairman, elected for one (1) year terms at the first meeting of the Commission in each calendar year. The board shall appoint a member of the staff as secretary of the board.

Section 3 Chairman

The chairman shall be a voting member of the Board and shall:

- a. Call meetings of the board;*
- b. Preside at meetings and hearings; and swear in witnesses;*
- c. Act as spokesperson for the board;*
- d. Sign documents for the Board;*
- e. Perform other duties approved by the Board.*

Section 4 Vice-Chairman

The vice-chairman shall exercise the duties of the chairman in the absence, disability, or disqualification of the chairman. In the absence of the chairman and vice-chairman, an acting chairman shall be elected by the members present.

Section 5 Secretary/Staff Member

The secretary shall:

- a. Provide and publish notice of appeals and meetings;*
- b. Assist the chairman in preparation of agenda;*
- c. Properly post property involved in appeals for variances;*
- d. Keep recordings and minutes of meetings and hearings;*
- e. Maintain Board records as public records;*
- f. Serve Board decisions on parties;*
- g. Attend to Board correspondence; and*
- h. Perform other duties normally carried out by a secretary.*

Article II

Meetings

Section 1 Time and Place

An annual schedule of regular meetings shall be adopted, published and posted at the designated City of Georgetown Planning Department office and on the City web site in December of each year. All regularly scheduled meeting shall be held on the first (1st) Wednesday of each month. Special meetings may be called by the chairman upon twenty four (24) hours notice, posted and delivered to all members and local news media. Meetings shall be held at the place stated in the notices, and shall be open to the public. Board meetings on as needed bases only.

Section 2 Agenda

A written agenda shall be furnished by the secretary to each member of the Commission and the news media, and shall be posted at least five (5) days prior to each regular meeting, and at least twenty four (24) hours prior to a special meeting. Items may be removed from the agenda or postponed at a meeting by majority vote.

Section 3 Quorum

A majority of the members of the Board shall constitute a quorum. A quorum shall be present before any business is conducted other than rescheduling the meeting.

Section 4 Rules of Order

Roberts Rules of Order Newly Revised 10th Edition shall govern the conduct of meetings except as otherwise provided by these Rules of Procedure.

Section 5 Conduct

No person shall speak at a board meeting unless invited to do so by the presiding officer. It is expected that all persons attending a meeting of the City Board of Zoning Appeals will be honorable and conduct themselves with courtesy for other individuals. In the event a person displays disruptive behavior, the chairman or presiding officer shall warn the person to refrain from such behavior. If the person continues to behave in a disruptive manner, the presiding officer shall order the person removed from the meeting. Disruptive behavior includes, but is not limited to:

- (a) Ignoring the time limits established for speaking.*
- (b) Engaging in personal verbal attacks.*
- (d) Speaking without being recognized by the presiding officer.*

Article III

Appeals Procedures

Section 1 Form of Appeal

Appeals for administrative decisions and applications for variances shall be filled on forms approved by the staff and provided to applicants by the secretary. The Board may require additional information deemed necessary. The failure to submit adequate information may be grounds for dismissal. An application filed by an agent shall be accompanied by written designation of the agent signed by the applicant or party of interest.

Section 2 Time for Appeal

An appeal from an administrative decision must be filed within 15 days after the decision becomes a matter of public record by denial or issuance of a permit or the filing of a written decision in the office of the Zoning Administrator. An appeal shall be filed by delivery of the approved appeal form to the secretary of the Board who shall notify the official appealed from.

Section 3 Calendar

Appeals and applications shall be marked with the date of receipt and placed on the hearing calendar in the order in which received. Appeals shall be heard in the order on the calendar unless otherwise set by the Board for good cause shown.

Section 4 Withdrawal of Appeal

Any appeal or application may be withdrawn by written notice delivered to the secretary prior to action by the Board. An appeal from an administrative decision which is withdrawn may not be re-filed after the 15 day time for appeal has expired. Withdrawn applications for variances may be re-filed after six months and shall be placed on the calendar according to the date re-filed.

Section 5 Continuances

The Board may continue an appeal or application hearing one time for good cause shown.

Section 6 Notice

Public notice of a hearing of the Board shall be published in a local newspaper and posted on or adjacent to the property affected at least 15 days prior to the hearing. The notice shall contain a description of each matter to be heard and identify the applicant and property affected.

Article IV

Hearing Procedures

Section 1 Appearances

The applicant or any party in interest may appear in person or by agent or attorney. The Board may postpone or proceed to dispose of a matter on the records before it in the absence of an appearance on behalf of an applicant.

Section 2 Witnesses

Parties in interest may present testimony under oath. Witnesses may be compelled to attend by subpoena requested at least 10 days prior to a hearing and signed by the chairman. The Board may call its own witnesses when deemed appropriate.

Section 3 Cross-examination

No party shall have the right to cross-examine witnesses; however, the opportunity to examine opposing witnesses may be freely extended when conducted in an orderly manner. Intimidation of witnesses will not be allowed.

Section 4 Evidence

Relevant documents, photographs, maps, plans, drawings, etc., will be received in the record without authentication in the form of legible copies. Relevant testimony which is not cumulative or hearsay will be received. The chairman will rule on all evidentiary matters. Evidence may be placed in the record with an objection noted.

Section 5 Conduct of Hearing

The normal order of hearing, subject to modification by the chairman, shall be:

- a. Statement of matter to be heard (chairman);*
- b. Presentation by applicant (10 minute limit);*
- c. Presentation by official appealed (10 minute limit); or*
- d. Presentation by opponents (10 minute limit);*
- e. Rebuttal by applicant (5 minute limit);*
- f. Sworn public comment when appropriate;*
- g. The Board may question participants at any point in the hearing;*
- h. Matters in which additional time is granted may be moved to end of the agenda.*

Section 6 Disposition

The Board may deliberate and make final disposition of a matter by majority vote of members present and qualified to vote; provided not less than a quorum are qualified to vote. The vote may be taken at the same or a subsequent meeting. A member may not vote on a matter which he or she has not heard. Deliberating and voting shall be done in public.

Section 7 Form of Order

An order shall be issued disposing of a matter by granting or denying relief with such conditions may be deemed necessary; or affirming, modifying, or reversing an administrative decision. A matter may be dismissed for lack of jurisdiction or prosecution. Findings of fact and conclusions of law shall be separately stated in an order.

Section 8 Service of Order

The secretary shall deliver a copy of an order to each party in interest by certified mail immediately upon execution of the order by the chairman.

Section 9 Rehearing

The Board may grant a rehearing of an application which has been dismissed or denied upon written request filed with the secretary within 15 days after delivery of the order

accompanied by new evidence which could not reasonably have been presented at the hearing, or evidence of a clerical error or mutual mistake of fact affecting the outcome.

Article V
Records

Section 1 Minute

The secretary shall record all meetings and hearings of the Board on tape which shall be preserved until final action is taken on all matters presented. The secretary shall prepare minutes of each meeting for approval by the Board at the next regular meeting. Minutes shall be maintained as public records.

Section 2 Orders and Documents

The secretary shall assist in the preparation and service of all orders of the Board in appropriate form. Copies of all notices, correspondence, documentary evidence, orders and forms shall be maintained as public records.

Article VI
Non-Lobbying Provision

For the protection of the members and the city, commissioners shall not entertain private lobbies to accept evidence from interested parties with matters before the commission. Such attempts shall be considered ex parte communication. Commissioners shall advise such parties to bring their matters to the full Commission.

Article VII
Amendment and Adoption

Section 1 Amendment

These rules may be amended at any regular meeting of the Board by majority vote of the members of the Board at least seven days after the written amendment is delivered to all members.

Section 2 Adoption

These rules were adopted by vote of a majority of the members of the Board at a regularly scheduled meeting held on December 2, 2009.

Attest Debra Grant
Secretary

AS
Chairman



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

ORDINANCE

DOC ID: 3176

Council Meeting Date:	17 December 2020
Department:	Housing and Community Development
Issue Under Consideration:	Motion to approve an ordinance rezoning approximately .5 acres of land, owned by Thomas & Stephanie McCall, located at 1012 Front Street, from Core Commercial (CC) to Residential (R4)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• Thomas and Stephanie McCall have requested a rezoning of their property at 1012 Front Street to go from Core Commercial (CC) to Residential (R4). • Planning Commission held a public hearing on November 24, 2020 and gave a recommendation to approve the rezoning with a 4-0 vote in favor. • The .5 acre land had a Bed and Breakfast known as the Keith House for many years. • Bed and Breakfast Inns are allowed in CC but a single-family home is not, which is why they are requesting the rezoning to R4.
Options:	Approve or deny the rezoning to R4.
Staff Recommendation:	Approve rezoning.

Reviews:

Angela Rambeau Completed 12/07/2020 1:35 PM

City Attorney Completed 12/07/2020 4:12 PM

Sandra E. Yudice Ph.D. Completed 12/07/2020 4:22 PM

Stephanie Buccione Completed 12/11/2020 10:28 AM

Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

- 1 Rezoning .5 ac McCall 1012 Front St (PDF)
- 2 McCall BZA Application (PDF)

Updated: 12/7/2020 1:33 PM by Matt Millwood

Page 1

- 3. 3 Nov 24 2020 PC Minutes (PDF)
- 4. 4 Art VII Single Family in R4 CC (PDF)
- 5. 5 Current Zoning Map CC (PDF)
- 6. 6 Proposed Zoning Map R4 (PDF)

**MOTION TO APPROVE AN ORDINANCE REZONING APPROXIMATELY .5 ACRES OF
LAND, OWNED BY THOMAS & STEPHANIE MCCALL, LOCATED AT 1012 FRONT
STREET, FROM CORE COMMERCIAL (CC) TO RESIDENTIAL (R4)**

AN ORDINANCE REZONING APPROXIMATELY .5 ACRES, OWNED BY THOMAS AND STEPHANIE MCCALL, LOCATED AT 1012 FRONT STREET, FROM CORE COMMERCIAL (CC) TO RESIDENTIAL (R4)

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

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

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

WHEREAS, following the public hearing on November 24, 2020 and the 4-0 vote in favor of rezoning by the Planning Commission, the Mayor and City Council of the City of Georgetown have determined that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning of property from Core Commercial (CC) to Residential (R4), property totaling approximately .5 acres located at 1012 Front Street, identified by the Georgetown County Tax Map as TMS# (05-0026-140-00-00).

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

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

Rezoning of property from Core Commercial (CC) to Residential (R4), property totaling approximately .5 acres located at 1012 Front Street, identified by the Georgetown County Tax Map as TMS# (05-0026-140-00-00).

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

ATTEST:

Stephanie Buccione, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Attachment: Rezoning .5 ac McCall 1012 Front St (3176 : Rezoning .5 ac McCall from CC to R4)



Rezoning Application

Tax Map Number 05-0026-140-00-00
 Area (sq. ft. or acres) — See Plat Map included for exact Footage of sides
 Physical Address of Property 1012 Front Street, Georgetown, S.C. 29440
 Existing Use of Property Residential
 Location of Property 1012 Front Street Georgetown, S.C. 29440
 Existing Zoning District Core Commercial Requested Zoning District R-4 (Residential)

Ownership Information:

Name: Thomas B. and Stephanie O. McCall
 Address: 1012 Front Street
 City: Georgetown State: SC Zip: 29440 Phone: 910-524-4706 (Stephanie Cell)
910-524-4735 (Benjie's Cell)

Agent Information:

Name: NA
 Address: NA
 City: NA State: NA Zip: NA Phone: NA

What road will provide access to the site: Front Street
 Is the access road a paved or unpaved road: Paved
 Approximately how many acres of the site is considered wetlands: 0 None
 Is any of the site considered a floodplain or floodway: Yes ☒ No
 Are high traffic patterns a concern in your area: Yes ☒ No

Important Notes:

- A plat of the property to be rezoned shall be submitted with this application.
- An application fee of \$150.00 must accompany application. GL# (0010.00.323.024)
- Notice to Adjacent Property Owners: The person requesting the Zoning Map Amendment must submit to the Building & Planning Department stamped envelopes with the following return address on the envelope: "Georgetown City Zoning" 120 N Fraser St, Georgetown, South Carolina 29440. Building & Planning staff will comprise a letter and a map and send them to the residents or businesses within two hundred (200) feet of the proposed rezoned property to notify them.
- It is understood by the undersigned that while this application will be carefully reviewed and considered the burden of proving the need for the proposed rezoning rest with the applicant.



Signature Page

Applicant/Agent hereby certifies that the information provided in this application is correct.

Owners:

<u>Thomas B. McCall</u>	<u>Thomas B. McCall</u>	<u>06 Oct 2020</u>
Print Name	Signature	Date
<u>Stephanie O. McCall</u>	<u>Stephanie O. McCall</u>	<u>13 Aug 2020</u>
Print Name	Signature	Date

Corporation/Partnership

N/A
 Print Corporation/Partnership Name (if in LLC or Corp. name please, provide authorization to sign)

N/A
 Print Name Signature Date

N/A
 Print Title and Name

Designation of Agent:

I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us) and act on my (our) behalf in this request for rezoning, as he/she deems necessary and proper.

N/A
 Print Agents Name

N/A
 Signature of Agent Date

N/A
 Signature of Owner Date

N/A
 Witness Signature Date

**Planning Commission Meeting
Minutes
November 24, 2020 at 6:00 PM Via Teleconference**

MEMBERS PRESENT: Winfred Pieterse, Joan Schmid, Gerald Williams, & William Gunter

MEMBERS ABSENT: Delores Gibson & Glenn Roberts

OTHERS PRESENT: Matt Millwood & Debra Grant

- I. **Call to Order**
- II. **Roll Call** (Board Secretary)
- III. **Public Hearing** (*Mr. Pieterse made a motion to open the Public Hearing; with there being no public input Mr. Gunter made a motion to close the Public Hearing and enter into the Regular Meeting; seconded by Ms. Schmid*).
- IV. **Approval of Minutes for October 27, 2020;** Mr. Williams made a motion to approve the minutes as written; seconded by Mr. Gunter, the motion carried 3 to 0 (*Mr. Pieterse was not present for the October meeting*)
- V. **Commission Considerations:**

1. **Consider and recommend the rezoning of approximately .5 acre at 1012 Front Street, from Core Commercial (CC) to Residential (R4).** Matt Millwood/City Staff told the Commissioners that the request comes from Mr. Thomas B. and Mrs. Stephanie O. McCall, they would like to rezone the property from Core Commercial to R4. The property is a double lot and it was previously called the Keith House (bed and breakfast). According to the zoning laws a property should be at least 2 acres to be considered for rezoning unless the property in question is adjacent to the requested zoning. In this case the property is adjacent to other R4 zoning. Matt stated that the zoning use chart was included in the packet on page #9. **Mrs. Stephanie McCall/Applicant** told the Commissioners that the request for the rezoning is to allow them to use this property as their primary residence, they have no intention of operating a business out of this home. **Mr. Pieterse** told the owners that the renovations are impressive and he is looking forward to seeing the finished product. **Matt/City Staff** made a correction by saying that this request will be to allow the McCall's to live in this house as a single family home, because the CC (Core Commercial district) does not allow single family dwelling, only multi family.

Motion: Mr. Gunter made a motion to recommend the rezoning of the .5 acre from Core Commercial to Residential R4, seconded by Ms. Schmid; the motion carried 4 to 0 by a roll call vote.

Discussion: Mrs. McCall asked if they should attend the Council meeting for the 2 readings. Mr. Pieterse said that they did not have to attend, but it would be good to answer any questions that may come up. (*Matt said he would call Mrs. McCall with the details of the Council meeting*)

2. **Consider and discuss substandard lots in the West End.** Matt Millwood/City Staff told the Commissioners that there are a lot of issues with small lots, and there are more request for variances. Changes were made in the reduction of area size, from 30% to 45%, this was done about a year ago, which would make a small lot buildable, however there is still a problem for many property owners. A draft of a text amendment is included in the packet (page 16),

703.501 Consistency with the Comprehensive Plan: The Master Planned zoning district designation and the Master Plan shall be consistent with the current City of Georgetown Comprehensive Plan.

703.502 Compatibility with Surrounding Areas: Development along the perimeter of a Master Planned District must be compatible with adjacent existing or proposed future development. In cases where there are issues of compatibility, the Master Plan shall provide for transition areas at the edges of the Master Planned district that allow for appropriate buffering and/or ensure a complementary character of uses. Complementary character is identified based on densities/intensities, lot size and dimensions, street and block grid pattern, building height, building mass and scale, hours of operation, exterior lighting, landscaping, and siting of service areas.

703.503 Consistency with the Zoning Ordinance: Along with the consistency to the current Comprehensive Plan, the Master Planned zoning district and development shall conform to the minimum standards of the City of Georgetown Zoning Ordinance, including the Overlay District where applicable, unless more stringent standards are detailed in the Terms and Conditions section of the Master Planned district design.

703.504 Location: All Master Planned districts may be located anywhere within the city as long as other standards of this ordinance can be met.

703.505 Size: Minimum size restrictions are as follows:

- a. Master Plan-Residential (MP-R) districts shall be at least three (3) acres.
- b. Master Planned Commercial (MP-C) and Master Planned Business/Industrial Park (MP-BIP) districts shall be at least five (5) acres.

**However, City Council may reduce these size requirements where appropriate based on physical development constraints, protection of environmentally-sensitive natural areas, or the promotion of a community goal when more conventional development or subdivision would be difficult or undesirable give the constraints on development.*

704 Zoning District Use Classifications Chart

The Use Classifications Chart identifies both permitted and conditional uses for each Zoning District. See Table 704: Use Classification.

“P” indicates that the use is a permitted use in the Zoning District

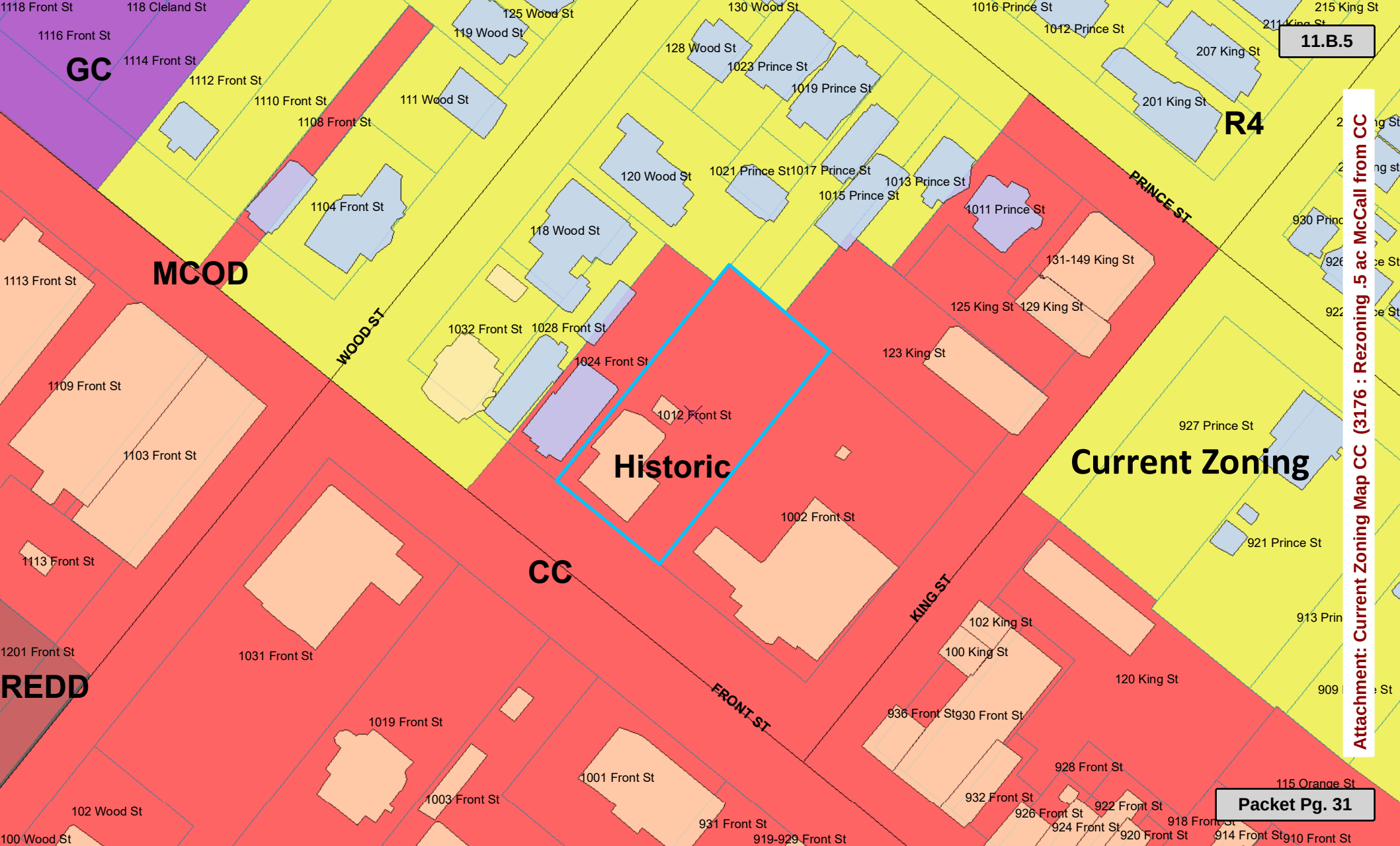
“C” indicates that the use is a conditional use in the Zoning District. The Article and Section Number noted in the “Conditions” column reference the additional requirements for approval.

Blank space indicates that the use is not permitted in the Zoning District.

Residential Use Classifications	RI	R2	R3	R4	R5	MR	Conditions
Accessory Dwelling	P	P	P	P	P		
Adult Mini-day Care	C	C	C	C	C		Article 4, Section 417
Barber Shop					C		Article 4, Section 418
Beauty Shop					C		Article 4, Section 418
Bed & Breakfast Inn	C	C	C	C	C		Article 4, Section 408
Church	C	C	C	C	C		Article 4, Section 418
Courthouse		C	C	C	C		Article 4, Section 418
Customary General Farming	P	P	P	P	P		

Residential Use Classifications	R1	R2	R3	R4	R5	MR	Conditions
Duplex		C	C	C	C		Article 4, Section 420
Eleemosynary Club					C		Article 4, Section 418
Fraternal Organization	C	C	C	C	C		Article 4, Section 421
Funeral Home				C			Article 4, Section 421
Garage Apartment		P	P	P	P		
Group Dwelling			P	P			
Home Occupation	P	P	P	P	P	P	
Hospital						P	
Accessory Building to Hospital						P	
Library			C	C	C		Article 4, Section 418
Lodges					C		Article 4, Section 418
Mini-day Care	C	C	C	C	C		Article 4, Section 416
Manufactured Home			C		C		Article 4, Section 419
Multi-Family			C	C	P		Article 4, Section 415
Multi-level Parking Facility						P	
Museum				C			Article 4, Section 418
Non-commercial Accessory Building	P						
Not for Profit Clubs				C			Article 4, Section 421
Nursing Home	C	C	C	C	C		Article 4, Section 413
Offices				C			Article 4, Section 421
Park	C	C	C	C	C		Article 4, Section 418
Post Office				C			Article 4, Section 418
Public Assembly Hall				C			Article 4, Section 418
School for General Education	C	C	C	C	C		Article 4, Section 414
Single Family Home	P	P	P	P	P	P	
Substation	C	C	C	C	C		Article 4, Section 412
Taxi Stand			C	C			Article 4, Section 418
Two Family Dwelling		P	P	P	P		
Water Tower	C	C	C	C	C		Article 4, Section 411
Commercial Use Classifications	IC	CC	WC	NC	GC		Conditions
Adult Day Care Center					C		
Animal Hospitals and Veterinary Clinics	C	C			P		Article 4, Section 438
Armory	P				P		Article 4, Section 438
Assembly Halls, Coliseums, Gymnasiums, and Similar Uses	C				P		Article 4, Section 438
Automotive Repair Shop	P				P		

Commercial Use Classifications	IC	CC	WC	NC	GC		Conditions
Publicly Owned and Operated Buildings, Facilities, and Land				C			Article 4, Section 427
Recycling Material Recovery Centers					C		Article 4, Section 418
Repair Shop (excluding automotive)	P	P			P		
Restaurant (excluding drive-In)	C	P			P		Article 4, Section 438
Restaurant	C				P		Article 4, Section 438
Retail Store	P	P			P		
Schools	C				P		Article 4, Section 438
Seafood Establishment (wholesale/retail)			P				
Sign Painting and Fabrication Shop	P				P		
Single Family Dwelling	C			P	P		Article 4, Section 438
Skating Rink	C				P		Article 4, Section 438
Substation	C	P	C	C	P		Article 4, Section 417
Taxi Stand				P			
Theater (Indoor only)	C	P			P		Article 4, Section 438
Trucking Terminal/Transfer Co	C				P		Article 4, Section 438
Union Hall				P			
Uses Located Over Water		C					Article 4, Section 423
Utility Installation			C		C		Article 4, Section 418
Watchmen/Caretaker Dwelling			P		P		
Water Tower	C				C		Article 4, Section 411
Wholesale and warehouse in enclosed building	P				P		
Uses customarily accessory to permitted uses, but not to include open air storage		P		P			
Other Use Classifications	HI	LI	CP	PS			Conditions
Accessory Structure (Detached)				P			
Animal Hospitals and Veterinary Clinics		P					
Animal Shelter, including crematorium	P						
Armory	P	P		P			



11.B.5

R4

MCOD

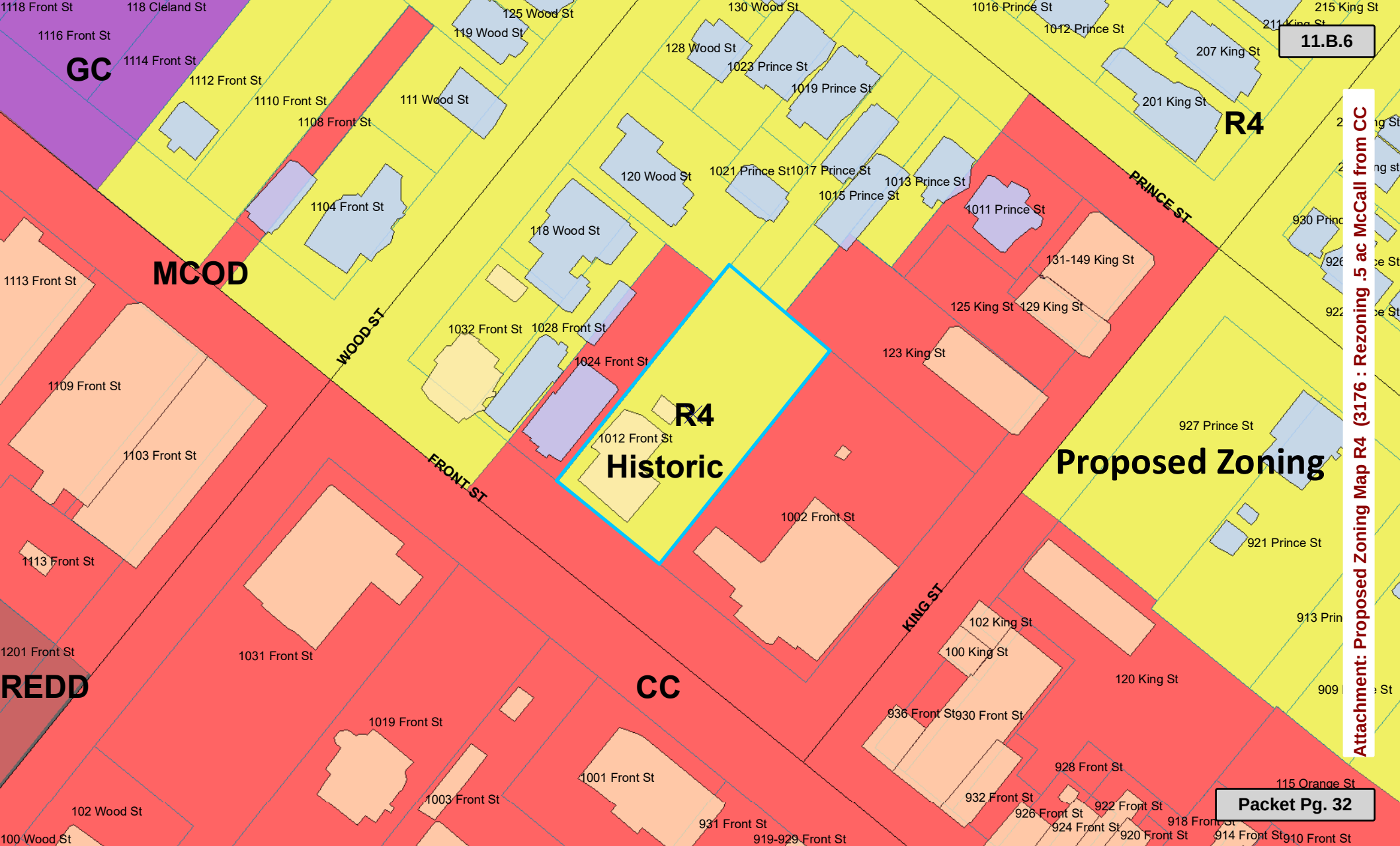
Historic

CC

Current Zoning

Attachment: Current Zoning Map CC (3176 : Rezoning .5 ac McCall from CC

Packet Pg. 31



GC

MCOD

REDD

CC

**R4
Historic**

R4

11.B.6

Proposed Zoning

Packet Pg. 32

Attachment: Proposed Zoning Map R4 (3176 : Rezoning .5 ac McCall from CC)



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

ORDINANCE

DOC ID: 3172

Council Meeting Date:	17 December 2020
Department:	Finance
Issue Under Consideration:	Motion to Approve FY2021 Budget Amendments.
Amount Requested:	\$1,856,232 over multiple funds
Is Item in Current Budget?	No
If no, please explain:	
Financial Impact:	Reduction of Fund Balance in the Applicable Funds
Points to Consider:	Please see the attached for details
Options:	Approve or Disapprove.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens Completed 11/10/2020 3:26 PM

Finance Skipped 11/10/2020 3:27 PM

Duplicate Review

City Attorney Completed 11/11/2020 4:55 PM

Sandra E. Yudice Ph.D. Completed 11/12/2020 10:25 AM

Stephanie Buccione Completed 11/12/2020 4:30 PM

Georgetown City Council Completed 11/19/2020 5:30 PM

Attachments:

1. 1 Budget Amendment Ordinance FY2021-2nd Reading-12172020 (PDF)
2. 2 Stormwater Pump Repair (PDF)
3. 3 Santee Cooper Settlement Briefing Document (PDF)
4. 4 Budget Amendments Detail By Fund (PDF)
5. 5 Budget Amendments -Line Item (PDF)

MOTION TO APPROVE FY2021 BUDGET AMENDMENTS.

AN ORDINANCE TO AMEND THE 2020/2021 ANNUAL BUDGET FOR
THE CITY OF GEORGETOWN, SOUTH CAROLINA

WHEREAS, the COVID-19 pandemic forced the City of Georgetown to be extremely conservative in the projected revenues and expenditures for Fiscal Year 2020/2021; and

WHEREAS, Georgetown City Council approved the budget with the understanding that a budget amendment may be warranted prior to the end of the fiscal year; and

WHEREAS, certain expenditures considered necessary to the operations of the City of Georgetown have arisen subsequent to adoption of the 2020/2021 annual budget ordinance on June 18, 2020.

NOW, THEREFORE, BE IT ORDAINED by City Council duly assembled the 17th day of December, 2020, that the 2020/2021 annual budget be amended to incorporate the following supplemental appropriation:

<u>Fund</u>	<u>Original Appropriations</u>	<u>Supplemental Appropriation</u>	<u>Total Amended Budget</u>
General Fund	\$ 9,346,665	\$ 322,391	\$ 9,669,056
Local Hospitality/ATax	819,776	70,660	890,436
Electric Fund	12,354,467	1,164,849	13,519,316
Water Fund	2,880,835	52,300	2,933,135
Wastewater Fund	3,665,692	109,300	3,774,992
Stormwater Fund	1,343,322	130,132	1,473,454
Waste Management Fund	961,092	6,600	967,692
		<u>\$ 1,856,232</u>	

PASSED by City Council duly assembled this 17th day of December 2020.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading: November 19, 2020
Second Reading: December 17, 2020
Public Hearing: December 17, 2020

Elise F Crosby
City Attorney

MAYOR
BRENDON M. BARBER, SR.

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
HOBSON H. MILTON
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMALLS

Executive Offices
(843) 545-4001

To: Mayor Brendon Barber, Sr. and Members of City Council
Prepared by: Will Gunter, Public Water Utilities Manager
Sandra E. Yúdice, Ph.D., City Administrator
Department: Water Utilities
Date: 12/11/2020
Cc: Debra Bivens, Interim Finance Director
Subject: Stormwater Pump Repairs

Issue Background

On July 19, 2018 Stormwater Pump #2 was re-installed after extensive repairs. During the month of July 2019, it was discovered that Stormwater Pump #2 had failed and would not pump. We contacted the repair shop who had made repairs the previous year to this pump for their assistance in diagnosing the problem. Coastal Hydraulics came on August 14, 2020 to begin troubleshooting the pump. It was decided to replace the hydraulic relief valve assembly and that was done on January 17, 2020. Next, they recommended replacing the hydraulic pumps, filters, and strainers on hydraulic reservoir, which was done on April 6, 2020. The metering valve for the hydraulic system was replaced on June 25, 2020. With all of these repairs, we still did not have an operating pump. We performed a test by using the other engine and hydraulic system that was working and connected it to the pump that was not working and the pump still failed. After that test, we have determined the pump needs to be removed from the pond and sent to the repair shop for diagnosis and repair. Thus far, the City has spent approximately \$25,000 on repairing Pump #2 since August 2019.

Discussion

We have received a quote of \$24,432.00 for the removal and re-installation of the pump. This expenditure was added to the current budget amendment pending final approval by the Mayor and Council on December 17, 2020. We have also added a transfer of \$100,000 from fund balance of the General Fund to the Stormwater Fund to cover repairs if the vendor does not cover this cost under warranty. Once this is approved, we can proceed with removing the pump and have it checked. It is expected that the contractor will cover the repair expenses since it failed within the warranty period in 2019.

Alternatives

1. Repair the current pump. At this time, we do not have a repair estimate. However, based on past repairs, we are requesting an additional \$100,000.00 for this Stormwater Fund expenditure if the repair cost is not covered under the warranty in the form of a transfer from fund balance in the General Fund. This transfer will be completed only in the event that the repairs are not covered by the warranty.
2. Purchase a new pump at a cost of \$250,000, which is an estimate based on the cost of the pumps when they were purchased new in 2010 when the stormwater project began.

Drawer 939
Georgetown, SC 29442

Attachment: Stormwater Pump Repair (3172 : Motion to Approve FY2021 Budget Amendments)

Recommended Course of Action

Remove the pump for the repair shop to diagnose the problem with the expectation that the contractor will cover the repair cost under warranty since it only ran a few hours after it was repaired and re-installed in 2018.

Timeline for Recommendation

Remove pump January 2021 and send to repair shop. Re-install as soon as possible in anticipation of the 2021 hurricane season.

Fiscal Impact

- Removal and re-installation cost is \$24,432.00
- Repair costs if any, are unknown at this time. The costs could be similar to the costs incurred in 2017/2018 which were in the \$70,000 - \$80,000 range or more. We will not know this until the repair shop can take a look at the pump once removed from the pond.
- Since the Stormwater Fund is operating at a deficit and to avoid further delays, if the repair cost is not covered under the warranty, it is requested that Council approve a loan from the fund balance of the General Fund to the Stormwater Fund in the amount of \$100,000:
 - If the repair cost is covered under the warranty, this transfer will not occur.
 - If the repair cost is not covered under the warranty, we will make the transfer and the loan will be paid back over a period of time to the General Fund should Council approve the Stormwater Fund rate increase. At that time, Council will need to approve a Reimbursement Resolution. If the stormwater rate is not increased, it will show as a liability from the Stormwater Fund to the General Fund until there is a funding mechanism in place to make the Stormwater Fund sustainable and, eventually, reimburse the General Fund.

Social Impact

Having two functioning stormwater pumps should ease the stress level during the hurricane season for all residents of the City.

Environmental Impact

None

Attachments

None

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
HOBSON H. MILTON
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMALLS

Executive Offices
(843) 545-4001

To: Mayor Barber and City Council Members, and City Administrator
Prepared by: Alan Loveless, Director
Sandra Yúdice, Ph.D., City Administrator
Department: Electric Utility Department
Date: December 9, 2020
Subject: Discussion of Funds Received from Santee Cooper Settlement
CC: Debra Bivens, Interim Finance Director

Issue Background

A few years ago the VC Sumner Nuclear Plant project was terminated before completion by its partners consisting primarily of SCE&G and Santee Cooper. A class action lawsuit was filed on behalf of all Santee Cooper customers.ⁱ In August 2020, the court decided on a \$520,000,000 settlement consisting of \$320,000,000 from SCE&G (now Dominion) and \$200,000,000 from Santee Cooper. The intent of the settlement was to return funds to customers who paid rates that were partially used to pay advanced financing charges and other funding for the failed nuclear project. The settlement amount, less legal fees and expenses, is to be returned to the end ratepayers who paid utility bills, directly or indirectly, from January 1, 2007 through January 31, 2020. The City of Georgetown is a customer of Santee Cooper and did not opt out from the lawsuit. For the purpose of this settlement, the City's electric customers indirectly paid Santee Cooper utility bills between January 1, 2007 and January 31, 2020 and are end ratepayers. According to the settlement,

- "Defendants will provide benefits to the Class consisting of cash and prospective rate relief."ⁱⁱ
- "Settlement Class Members who did not timely exclude themselves from the Class are eligible to receive payment from the Net Settlement Fund and will automatically receive a payment."ⁱⁱⁱ
- "Santee Cooper will also provide a rate freeze^[iv] consistent with the rates projected in the Reform Plan submitted to the South Carolina General Assembly beginning in 2020 and extending through the end of 2024, with limited exceptions set forth in the Settlement Agreement..."^v

Settlement funds are to be distributed through the Settlement Administrator (see Attachment #1) to the Class Members, which is defined as follows:

For purposes of this settlement, you are deemed to be a Class Member and entitled to receive benefits under the settlement if you paid costs associated with the Project as a component of your payment to Santee Cooper or an electric cooperative for electricity service at any time from January 1, 2007 through January 31, 2020.

Discussion

The settlement payment to customers is to take place in two installments, one in November 2020 and one in November 2022. The 2020 installment will be the larger of the two. On December 9, 2020, the City of

Drawer 939
Georgetown, SC 29442

Attachment: Santee Cooper Settlement Briefing Document (3172 : Motion to Approve FY2021 Budget Amendments)

Georgetown, being one of Santee Cooper's larger customers, received a check for \$1,145,649.27 as the first installment of the City's share of the settlement. Representatives of Santee Cooper have informed the City that this represents approximately 74% of our total share of the settlement, which means that in November of 2022, the City should receive approximately \$402,000 as the second and final installment. City Council must authorize the disbursement of refunds from this unbudgeted revenue. Further, current City customers will benefit from the rate freeze per the Amended Final Order and Judgement.

We have contacted representatives of other municipal utilities in the state who purchase wholesale power from Santee Cooper. Both of them (Bamberg and Seneca) intend to refund their customers, though neither has formalized this decision or their method for implementing the refund. Santee Cooper customers and customers of some electric cooperatives in the State have already received their settlement payments. We have also consulted with another local electric cooperative and Santee Cooper. In these cases the cooperative and Santee Cooper did not handle the refund calculations or the issuance of checks for either direct Santee Cooper customers or cooperative customers (the latter are considered indirect customers of Santee Cooper). The cooperative used the Settlement Administrator that actually handles getting the funds to the ratepayers directly and provided Settlement Administrator the usage data for the settlement period to determine each customer's refund. The only instance where the cooperative had to issue the refund itself included:

- When the settlement amount was less than \$25
- When the refund was associated with an active account currently being served.

In such cases, the cooperative issued a bill credit and the Settlement Administrator paid the cooperative a lump sum for all of those accounts.

Alternatives

Per the settlement, the only option is to return the money to our customers who paid City of Georgetown electric rates which provided the revenue to pay Santee Cooper for wholesale power supply. This could be done by determining each customer's consumption during the period from January 1, 2007 to January 31, 2020 and pro-rating a share of the settlement accordingly.

Recommended Course of Action

As stated above, the intent of the settlement is to return money to end ratepayers whose energy bills funded the advanced financing charges and other funding for the failed nuclear project. In order to be consistent with the Court's decision and the Settlement Agreement, the money should be returned to our customers since our City electric rates fund our purchase of wholesale power from Santee Cooper.

Timeline for Recommendation

Since the revenues and expenses associated with this settlement funds are unbudgeted, it is highly recommended that an ordinance and a public hearing be held to be transparent. Therefore, the timeline would be as follows:

December 17, 2020 – First Reading of the supplemental appropriation ordinance.

January 21, 2021 – Second Reading and Public Hearing of the supplemental appropriation ordinance.

Fiscal Impact

This revenue was unbudgeted in the Electric Fund (an enterprise fund), as was any purpose or method for its disbursement. If there are expenses involved in accomplishing this, such as any consultant fees or the writing/distribution of checks, it would be appropriate for these expenses to be taken out of the settlement fund prior to distribution to ratepayers.

Social Impact

This is an issue which affects all of our customers, current and former. No demographic group is affected more than others. Customers with higher energy consumption (and therefore, higher electric bills) contributed more to the financing for the failed nuclear project. Staff has already received several inquiries from customers and the media regarding what we are going to do with the money and if it will be returned to the customers.

Environmental Impact

N/A

Attachments

Attachment #1: Distribution of Settlement Funds

Attachment #1

Distribution of Settlement Funds^{vi}

- a. Class Members who are current customers of Santee Cooper or an electric cooperative and whose total award is less than \$25.00 will receive payment in the form of a bill credit.
- b. Class Members who are current customers of Santee Cooper or an electric cooperative and whose payment is at least \$25.00 will receive payment in the form of a check to the address on file with Santee Cooper or an electric cooperative (or to any better address that can be found or you may provide).
- c. Class Members who are former customers of Santee Cooper or an electric cooperative will receive payment in the form of a check to the address on file with Santee Cooper or an electric cooperative (or to any better address that can be found or you may provide).
- d. Class Members who are current Santee Cooper or electric cooperative customers will also receive prospective rate relief as set forth above. This or other rate relief may also be mandated by the South Carolina General Assembly.

ⁱ Definition of “Customers” – All Santee Cooper residential, commercial, industrial, and other customers, both direct and indirect, who paid utility bills that included rates calculated, in part, to pay pre-construction, capital, in-service, construction, interest, and other pre-operational costs associated with the V.C. Summer Nuclear Reactor Unit 2 and 3 Project from January 1, 2007, through January 31, 2020.

ⁱⁱ Source: Cook v. Santee Cooper, Frequently Asked Questions, <http://www.santeecooperclassaction.com/Home/FAQ#faq1>

ⁱⁱⁱ Source: Cook v. Santee Cooper: <http://www.santeecooperclassaction.com/>

^{iv} “Class Counsel secured a four-year freeze on rate increases by Santee Cooper, the value of which is estimated to total roughly \$510 million of additional benefit to the Customer Class.” Source: Amended Final Order and Judgement, <http://www.santeecooperclassaction.com/Content/Documents/Amended%20Final%20Approval%20Order.pdf>

^v Source: Cook v. Santee Cooper, Frequently Asked Questions, <http://www.santeecooperclassaction.com/Home/FAQ#faq1>

^{vi} Source: Cook v. Santee Cooper, Frequently Asked Questions, <http://www.santeecooperclassaction.com/Home/FAQ#faq1>

City of Georgetown

12.A.4

FY 2021 Budget Amendment By Fund

	FY2021 Original Budget	Total Requested Budget Amendments	Year End Bonus	Salary Adjustment with Benefits	Total Amended FY2021 Budget		TOTAL BUDGET AMENDMENTS		
Fund: 0010 General Fund									
Expenditures									
0010 - General Fund	\$9,346,665.00	\$ 112,791.00	\$ 46,200.00	\$ 63,400.00	\$ 9,569,056.00		\$ 222,391.00		
Fund: 0022 Local Hospitality/ATax									
Expenditures									
0022 - Local Hospitality/ATax	\$819,776.00	\$ 70,660.00	\$ -	\$ -	\$ 890,436.00		\$ 70,660.00		
Fund: 0030 Electric Utility Fund									
Expenditures									
0030 - Electric Utility Fund	\$12,354,467.00	\$ -	\$ 6,200.00	\$ 13,000.00	\$ 12,373,667.00		\$ 19,200.00		
Fund: 0031 Water Utility Fund									
Expenditures									
0031 - Water Utility Fund	\$2,880,835.00	\$ 37,800.00	\$ 4,800.00	\$ 9,700.00	\$ 2,933,135.00		\$ 52,300.00		
Fund: 0032 Wastewater Fund									
Expenditures									
0032 - Wastewater Fund	\$3,665,692.00	\$ 100,000.00	\$ 4,800.00	\$ 4,500.00	\$ 3,774,992.00		\$ 109,300.00		
Fund: 0033 Stormwater Utility Fund									
Expenditures									
0033 - Stormwater Utility Fund	\$1,343,322.00	\$ 25,332.00	\$ 2,000.00	\$ 2,800.00	\$ 1,373,454.00		\$ 30,132.00		
Fund: 0035 Waste Management Fund									
Expenditures									
0035 - Waste Management Fund	\$961,092.00	\$ -	\$ 3,200.00	\$ 3,400.00	\$ 967,692.00		\$ 6,600.00		
Revenue Grand Totals:	\$32,161,817.00	\$ 346,583.00	\$ 67,200.00	\$ 96,800.00	\$ 32,672,400.00		\$ 510,583.00		
Expenditure Grand Totals:	\$32,161,817.00	\$ 346,583.00	\$ 67,200.00	\$ 96,800.00	\$ 32,672,400.00		\$ 510,583.00		

Attachment: Budget Amendments Detail By Fund (3172 : Motion to Approve FY2021 Budget

CITY OF GEORGETOWN						
Fiscal Year 2020-2021						
Proposed Budget Amendments - Effective Date January 1, 2021						
*(Excludes Personnel Cost)						
				Budget	*Total	
	Original	Approved	Budget	Amendment	Amended	
	Departmental	Budget	Amendment	City Administrator	Line Item	
	<u>Requested</u>	<u>@ 6.30.2020</u>	<u>Request By Dept. Head</u>	<u>Approval</u>	<u>FY 2021 Budget</u>	
General Fund						
Administration						
Class and Comp Study	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	
Fire Department						
Supplies & Materials - 0010.11.500.101	\$ 20,000	\$ 14,500	\$ 6,500	\$ 1,500	\$ 16,000	
Equipment - 0010.11.500.102	32,600	21,600	12,000	\$ 3,400	\$ 25,000	
Fire Prevention - 0010.11.630.121	11,945	8,595	3,350	\$ -	\$ 8,595	
Travel Expense - 0010.11.640.124	5,192	3,100	2,000	\$ 2,000	\$ 5,100	
Garage - Outside - 0010.11.660.1392	20,000	20,000	20,000	\$ 20,000	\$ 40,000	
Training - 0010.11.685.186	22,039	15,725	1,000	\$ 1,000	\$ 16,725	
Vehicle - Asst Fire Chief	40,000	-	40,000	\$ -	\$ -	Submit for FY2022
Station One - Parking Lot Resurfacing	10,000	-	10,000	\$ -	\$ -	Submit for FY2022
Total Fire Department	\$ 161,776	\$ 83,520	\$ 94,850	\$ 27,900	\$ 111,420	
Municipal Court						
Part Time Employee	\$ -	\$ -	\$ 16,658	\$ 8,329	\$ 8,329	Approved 10 hours per week versus 20
Equipment - 0010.10.500.102	2,000	500	1,500	1,500	2,000	
Total Municipal Court	\$ 2,000	\$ 500	\$ 18,158	\$ 9,829	\$ 10,329	
Police Department						
Resurface Parking Lot	\$ 7,500	\$ -	\$ 45,435	\$ -	\$ -	Submit for FY2022
Police Vehicles - 4	205,000	-	205,000	\$ -	\$ -	Submit for FY2022
Police Vehicle - Total Lost in Accident	-	-	35,062	\$ 35,062	\$ 35,062	Received \$22,592 in Insurance Proceeds
Total Police Department	\$ 212,500	\$ -	\$ 285,497	\$ 35,062	\$ 35,062	
Total General Fund	\$ 416,276	\$ 84,020	\$ 438,505	\$ 112,791	\$ 196,811	

Attachment: Budget Amendments -Line Item (3172 : Motion to Approve FY2021 Budget Amendments)

CITY OF GEORGETOWN						
Fiscal Year 2020-2021						
Proposed Budget Amendments - Effective Date January 1, 2021						
*(Excludes Personnel Cost)						
				Budget	*Total	
	Original	Approved	Budget	Amendment	Amended	
	Departmental	Budget	Amendment	City Administrator	Line Item	
	<u>Requested</u>	<u>@ 6.30.2020</u>	<u>Request By Dept. Head</u>	<u>Approval</u>	<u>FY 2021 Budget</u>	
Hospitality Fund						
East Bay Park - Bobby Alford Pavilion	\$ 568,000	\$ -	\$ 40,500	\$ -	\$ -	
Resurfacing Orange Street Parking Lot	-	-	70,660	70,660	70,660	
	\$ 568,000	\$ -	\$ 111,160	\$ 70,660	\$ 70,660	
Water Fund						
Water Distribution						
Uniforms/Clothing - 0031.15.501.101	\$ 5,400	\$ 4,000	\$ 400	\$ -	\$ 4,000	
Water Dist. Supply - 0031.15.514.110	44,500	40,000	4,500	\$ 4,500	44,500	
Communications - Wireless - 0031.15.610.1110	2,060	660	1,400	\$ -	660	
Membership Dues and Fees - 0031.15.685.180	525	250	275	\$ -	250	
Total Water Distribution	\$ 52,485	\$ 44,910	\$ 6,575	\$ 4,500	\$ 49,410	
Water Filtration						
Uniforms and Clothing - 0031.16.501.101	\$ 4,000	\$ 3,000	\$ 1,000	\$ -	3,000	
Chemicals - 0031.16.512.108	353,280	279,920	25,000	\$ 25,000	304,920	
Lab Supplies - 0031.16.512.109	16,680	15,680	1,000	\$ 1,000	16,680	
Safety Rx Glasses - 0031.16.515.121	1,900	950	300	\$ 300	1,250	
Repairs and Maint. Services - 0031.16.660.133	34,000	28,000	6,000	\$ 6,000	34,000	
Vehicle - 0031.16.900.4100	37,000	-	37,000	\$ -	-	Submit for FY2022
Total Water Filtration	\$ 446,860	\$ 327,550	\$ 70,300	\$ 32,300	\$ 359,850	
Water G & A						
Repairs and Maint. Services - 0031.41.660.133	\$ 3,000	\$ 1,000	\$ 1,000	\$ 1,000	2,000	
Total Water Fund	\$ 502,345	\$ 373,460	\$ 77,875	\$ 37,800	\$ 411,260	

CITY OF GEORGETOWN						
Fiscal Year 2020-2021						
Proposed Budget Amendments - Effective Date January 1, 2021						
*(Excludes Personnel Cost)						
				Budget	*Total	
	Original	Approved	Budget	Amendment	Amended	
	Departmental	Budget	Amendment	City Administrator	Line Item	
	<u>Requested</u>	<u>@ 6.30.2020</u>	<u>Request By Dept. Head</u>	<u>Approval</u>	<u>FY 2021 Budget</u>	
Wastewater Fund						
Wastewater Collections						
Communications - Wireless - 0032.34.660.133	\$ 3,620	\$ 2,220	\$ 1,400	\$ -	2,220	
Vehicle - 0032.18.900.4100	-	-	80,000	\$ -	-	Submit for FY2022
Total Wastewater Collections	\$ 3,620	\$ 2,220	\$ 81,400	\$ -	\$ 2,220	
Wastewater Treatment Plant						
WWTP Sulfuric Acid System	\$ -	\$ -	\$ 100,000	\$ 100,000	100,000	Safety Issue
					-	
Total Wastewater Fund	\$ 3,620	\$ 2,220	\$ 181,400	\$ 100,000	\$ 102,220	
Stormwater Fund						
Supplies and Materials - 0033.40.500.101	\$ 2,550	\$ 1,550	\$ 1,000	\$ 500	2,050	
Safety Rx Glasses - 0033.40.515.121	1,200	500	400	\$ 400	900	
Communications - Wireless - 0033.40.610.1110	2,120	720	1,400	\$ -	720	
Repairs and Maint. Services - 0033.40.660.133	26,250	25,250	24,432	\$ 24,432	49,682	
Total Stormwater Fund	\$ 32,120	\$ 28,020	\$ 27,232	\$ 25,332	\$ 53,352	
					-	
Total	\$ 1,522,361	\$ 487,720	\$ 765,512	\$ 346,583	\$ 834,303	



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

ACTION ITEM

DOC ID: 3193

Council Meeting Date:	17 December 2020
Department:	Engineering
Issue Under Consideration:	Motion to approve the advancement of the Black River Road project planned by SCDOT. The project has significant utility (water, sewer, electrical) impacts and will also involve the removal of historic and non-historic Oak trees along this corridor.
Amount Requested:	None
Is Item in Current Budget?	Yes
If no, please explain:	The project will be scheduled within the next three to five years.
Financial Impact:	The City will be responsible for \$300K to \$400K due to electrical utility relocations. Due to the new state law, SCDOT will be responsible to pay for the water and sewer utility relocates which has been estimated at \$1M.
Points to Consider:	SCDOT is requesting council to approve the advancement of this project. There are significant impacts associated with this project: 1. Removal of twelve (12) historic and six (6) non-historic oak trees along this corridor. 2. Traffic disruption and lane closures during construction. 3. Major utility relocates: water, sewer, stormwater, electrical, gas, and telecomm. 4. Right-of-way acquisitions from property owners. According to SCDOT, the current plans include 21 tracts for ROW acquisitions, including the hospital.
Options:	Approve Disapprove
Staff Recommendation:	Approve

Reviews:

Orlando Arteaga Completed 12/10/2020 9:14 AM
 Sandra E. Yudice Ph.D. Completed 12/10/2020 1:36 PM
 Stephanie Buccione Completed 12/11/2020 12:22 PM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. Letter to City of Georgetown - Black River Road Project (PDF)

Updated: 12/10/2020 9:14 AM by Orlando Arteaga (Page 1)



December 9, 2020

Sandra E. Yúdice, Ph.D.
City Administrator
City of Georgetown
417 Wood Street
Georgetown, South Carolina 29442

RE: Black River Road Widening Project – Georgetown County

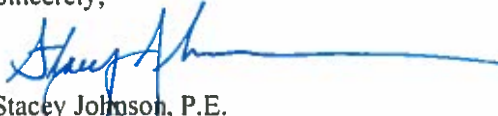
Dear Dr. Yúdice:

Please find enclosed with this letter, the design slide* for the Black River Road Widening project which illustrates the tree impacts within the proposed project limits. Per the City of Georgetown's tree ordinance, this project will remove twelve (12) historic trees and impact the root systems of another five (5) historic trees. In addition six (6) non-historic live oak trees are located within the limits of construction and will need to be removed. Shifting the alignment of the roadway away from the trees was evaluated to minimize impacts. However, that design alternative was not pursued due to the severe right-of-way impacts that would affect several residents along the corridor

Significant utility impacts will be generated with the implementation of this project. It is estimated that the water and sewer relocation costs are approximately \$1,000,000. Pursuant to Act 36 of 2019, the South Carolina Department of Transportation shall bear all of the relocation costs of entities considered to be small water and sewer providers. In addition to the wet utilities, the electrical facilities owned by the City of Georgetown will be impacted by the project. The City does not have prior rights and thus will be responsible for 100 percent of the relocation costs. It is estimated that the cost to relocate the electrical lines will be between \$300,000 and \$400,000.

Due to the significant impacts associated with this project, it is important that all project stakeholders are aware of the impacts associated with the live oak trees as well as the utility relocations costs prior to advancing the project. It is requested that City Council acknowledge the tree impacts and utility relocation costs associated with the electrical facilities by providing written documentation supporting the advancement of the project. If you have any questions or need any additional information, please contact me at 803-737-3715.

Sincerely,


Stacey Johnson, P.E.
Program Manager

SHJ:ars
Enclosure
File: PC/SHJ



Post Office Box 191
955 Park Street
Columbia, SC 29202-0191

www.scdot.org
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855-GO-SCDOT (855-467-2368)

Packet Pg. 47

Attachment: Letter to City of Georgetown - Black River Road Project (3193 : Approval of Black River Road Widening Project by SCDOT)

BLACK RIVER RD.



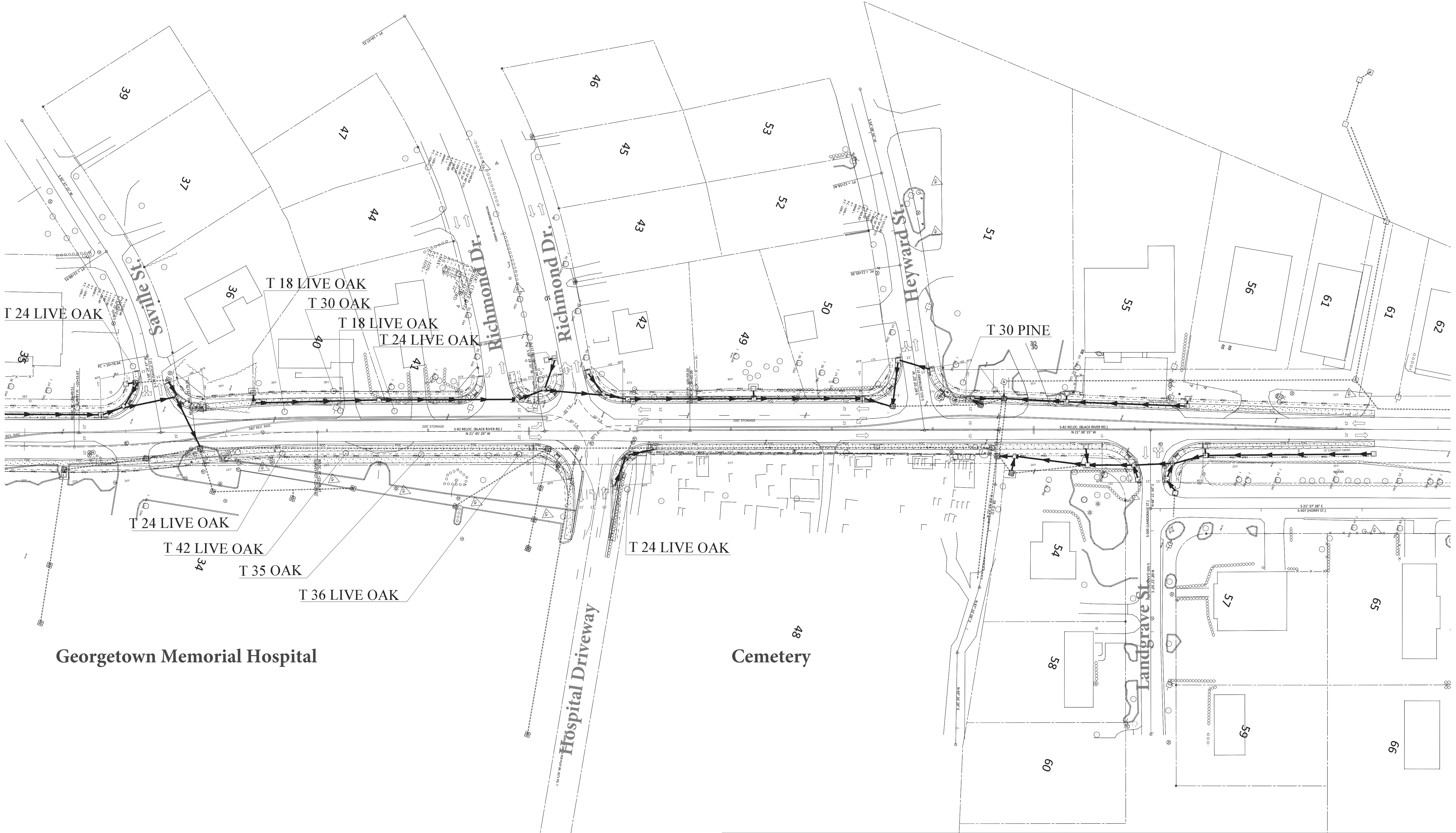
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REV. NO.	BY	DATE	DESCRIPTION OF REVISION

BLACK RIVER RD.
WIDENING PROJECT

SOUTH CAROLINA
DEPARTMENT OF TRANSPORTATION
COLUMBIA, S.C.

ROADWAY PLAN
TREE IMPACTS

SCALE 1" = 50'



5			
4			
3			
2			
1			
REV. NO.	BY	DATE	DESCRIPTION OF REVISION

BLACK RIVER RD.
WIDENING PROJECT

SOUTH CAROLINA
DEPARTMENT OF TRANSPORTATION
COLUMBIA, S.C.

ROADWAY PLAN
TREE IMPACTS

SCALE 1" = 50'



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

ACTION ITEM

DOC ID: 3188

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve an extension to an Emergency Ordinance requiring individuals to wear face coverings in certain establishments due to the COVID-19 pandemic.
Amount Requested:	N/A
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 12/09/2020 10:50 AM
 City Attorney Completed 12/09/2020 2:03 PM
 Sandra E. Yudice Ph.D. Completed 12/09/2020 4:46 PM
 Stephanie Buccione Completed 12/11/2020 11:19 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 1 12.31.20 Emergency Ordinance Extension - COVID-19 Face Covering Extension (PDF)
2. 2 10.31.20-09.01.20-07.02.20 Emergency Ordinances - COVID-19 Face coverings (PDF)

**CITY OF GEORGETOWN EMERGENCY ORDINANCE
EXTENDING THE CITY-WIDE REQUIREMENT FOR
INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS**

WHEREAS, on July 2, 2020, the City Council of the City of Georgetown passed an Emergency Ordinance requiring face coverings to be worn in certain establishments due to the COVID-19 Emergency; and

WHEREAS, the Emergency Ordinance extension of October 31, 2020, requiring face coverings is set to expire automatically as of the sixty-first day following enactment (the "Emergency Term"); and

WHEREAS, the Emergency Ordinance expressly authorized Council to extend the Emergency Term by emergency ordinance for one or more terms, each of no more than sixty days; and

WHEREAS, the Mayor and City Council of the City of Georgetown recognize the positive COVID-19 cases in the City of Georgetown and its surrounding communities have risen and fallen during this pandemic but have not abated for any sustained period; and

WHEREAS, The citizens of Georgetown remain at risk of exposure to COVID-19, and the wearing of face coverings has been consistently recommended by public health authorities to slow the spread of the virus;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown, South Carolina, in assembly and by the authority thereof, as an Emergency Ordinance on one reading, by affirmative vote of two-thirds of the members present, this 17th day of December, 2020, that the July 2, 2020 "CITY OF GEORGETOWN EMERGENCY ORDINANCE REQUIRING INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS," attached and incorporated in its entirety, be and hereby is extended for sixty (60) days.

Effective Date and Time. This extension shall take effect December 31, 2020, Day 61 from the October 31, 2020 Emergency Ordinance being extended.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

**CITY OF GEORGETOWN EMERGENCY ORDINANCE
EXTENDING THE CITY-WIDE REQUIREMENT FOR
INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS**

WHEREAS, on July 2, 2020, the City Council of the City of Georgetown passed an Emergency Ordinance requiring face coverings to be worn in certain establishments due to the COVID-19 Emergency; and

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WHEREAS, the Emergency Ordinance expressly authorized Council to extend the Emergency Term by emergency ordinance for one or more terms, each of no more than sixty days; and

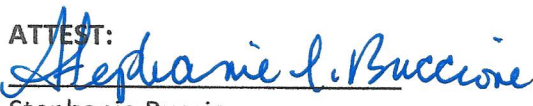
WHEREAS, the Mayor and City Council of the City of Georgetown recognize the positive COVID-19 cases in the City of Georgetown and its surrounding communities have risen and fallen during this pandemic but have not abated for any sustained period; and

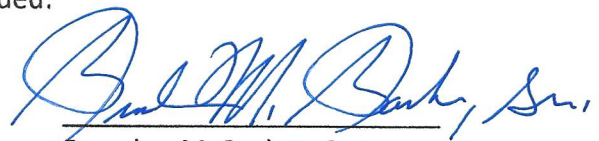
WHEREAS, The citizens of Georgetown remain at risk of exposure to COVID-19, and the wearing of face coverings has been consistently recommended by public health authorities to slow the spread of the virus;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown, South Carolina, in assembly and by the authority thereof, as an Emergency Ordinance on one reading, by affirmative vote of two-thirds of the members present, this 22nd day of October, 2020, that the July 2, 2020 "CITY OF GEORGETOWN EMERGENCY ORDINANCE REQUIRING INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS," attached and incorporated in its entirety, be and hereby is extended for sixty (60) days.

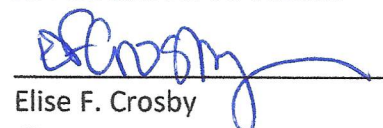
Effective Date and Time. This extension shall take effect October 31, 2020, Day 61 from the September 1, 2020 Emergency Ordinance being extended.

ATTEST:


Stephanie Buccione
City Clerk


Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:


Elise F. Crosby
City Attorney

**CITY OF GEORGETOWN EMERGENCY ORDINANCE
EXTENDING THE CITY-WIDE REQUIREMENT FOR
INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS**

WHEREAS, on July 2, 2020, the City Council of the City of Georgetown passed an Emergency Ordinance requiring face coverings to be worn in certain establishments due to the COVID-19 Emergency; and

WHEREAS, the Emergency Ordinance of July 2, 2020, requiring face coverings is set to expire automatically as of the sixty-first day following enactment (the "Emergency Term"); and

WHEREAS, the Emergency Ordinance expressly authorized Council to extend the Emergency Term by emergency ordinance for one or more terms, each of no more than sixty days; and

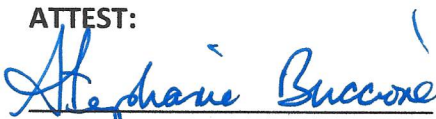
WHEREAS, the Mayor and City Council of the City of Georgetown recognize the positive COVID-19 cases in the City of Georgetown and its surrounding communities have risen and fallen during this pandemic but have not abated for any sustained period; and

WHEREAS, The citizens of Georgetown remain at risk of exposure to COVID-19, and the wearing of face coverings has been consistently recommended by public health authorities to slow the spread of the virus;

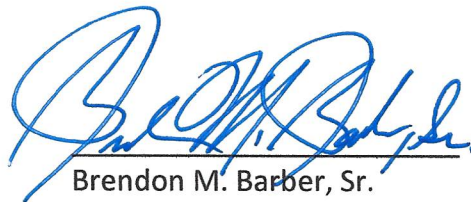
NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown, South Carolina, in assembly and by the authority thereof, as an Emergency Ordinance on one reading, by affirmative vote of two-thirds of the members present, this 27th day of August, 2020, that the July 2, 2020 "CITY OF GEORGETOWN EMERGENCY ORDINANCE REQUIRING INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS," attached and incorporated in its entirety, be and hereby is extended for sixty (60) days.

Effective Date and Time. This extension shall take effect September 1, 2020, Day 61 from the July 2, 2020 Emergency Ordinance being extended.

ATTEST:

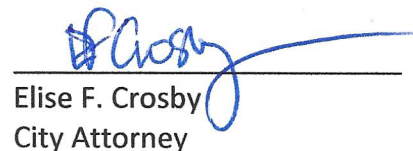


Stephanie Buccione
City Clerk



Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:



Elise F. Crosby
City Attorney

**CITY OF GEORGETOWN EMERGENCY ORDINANCE
REQUIRING INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS**

WHEREAS, the 2019 Novel Coronavirus ("COVID-19") is a respiratory disease that can result in serious illness or death by the SARS-CoV-2 virus, which can spread from person to person;

WHEREAS, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020;

WHEREAS, the Centers for Disease Control and Prevention (the "CDC") has warned of the high public health threat posed by COVID-19 globally and in the United States;

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19;

WHEREAS, on March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a national emergency, which began on March 1, 2020;

WHEREAS, also on March 13, 2020, the Governor of the State of South Carolina (the "State") issued Executive Order 2020-08, declaring a State of Emergency based on a determination that the COVID-19 poses an actual or imminent public health emergency for the State;

WHEREAS, the Governor of the State has subsequently declared a continued State of Emergency in Executive Orders 2020-15 (March 28), 2020-23 (April 12), 2020-29 (April 27), 2020-35 (May 12), 2020-38 (May 27), and 2020-40 (June 11);

WHEREAS, on March 16, 2020, pursuant to Art. III, § 16-41 of the Code of Ordinances of the City of Georgetown, Mayor Brendon M. Barber, Sr., proclaimed a Civil Emergency in the City of Georgetown due to COVID-19;

WHEREAS, on May 7, 2020, the Mayor and City Council of the City of Georgetown passed an Emergency Ordinance extending the Mayor's proclaimed State of Emergency;

WHEREAS, the State is experiencing a dramatic increase in the number of identified new confirmed COVID-19 cases and additional deaths;

WHEREAS, if COVID-19 cases continue to increase in the State and in Georgetown, the demand for medical, pharmaceutical, personal, and general cleaning supplies may overwhelm sources of supply; the private and public sector work force may be negatively impacted by absenteeism; and the demand for medical facilities may exceed locally available resources;

WHEREAS, health authorities, including the CDC, the Surgeon General of the United States, and DHEC have recommended the use of face coverings as a means of preventing the spread of COVID-19; and

WHEREAS, S.C. Code § 5-7-250(d) provides that “[t]o meet public emergencies affecting life, health, safety or the property of the people, council may adopt emergency ordinances ... by the affirmative vote of at least two-thirds of the members of council present. An emergency ordinance is effective immediately upon its enactment without regard to any reading, public hearing, publication requirements, or public notice requirements. Emergency ordinances shall expire automatically as of the sixty-first day following the date of enactment;”

WHEREAS, the Mayor and Council of the City of Georgetown determined, based on the recommendations of public health experts and responsive to a serious threat to the public health, safety, and welfare of its citizens, that it would serve the public interest and be within the City’s police powers under Home Rule and S.C. Code § 5-7-60 to require that individuals wear face coverings in certain situations and locations;

WHEREAS, the South Carolina Attorney General, on June 25, 2020, issued a public statement that enacting local mask requirements is within the police power of municipalities and is not preempted by State law;

WHEREAS, this Ordinance has been approved by at least two-thirds of the Councilmembers present at the meeting in which it was considered;

NOW, THEREFORE, be it ordained by the Mayor and Council of the City of Georgetown as follows:

Section 1. Definitions. As used herein, the terms below shall have the following meanings:

- 1) “Establishment” means a Foodservice Establishment or Retail Establishment.
- 2) “Face Covering” means a uniform piece of cloth, fabric, or other material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands. Face Coverings include, but are not limited to, bandanas, medical masks, cloth masks, scarves, and gaiters, provided that they are worn such that they securely cover the person’s nose and mouth.
- 3) “Foodservice Establishment” means any establishment within the city limits of the City of Georgetown that sells prepared food on a delivery, carry-out, or drive-through basis.
- 4) “Responsible Person,” with respect to an Establishment, means any individual associated with the Establishment who has the authority and ability to enforce the requirements of the Ordinance within the Establishment, such as an owner, manager, or supervisor. “Responsible Person” may also include an employee or other designee that is present at the Establishment but does not have the title of manager or supervisor, but who has the temporary or designated authority and ability to ensure that the requirements of this Ordinance are met while the Establishment is open to the public.

- 5) "Retail Establishment" means any retail business, organization, establishment, or facility open to the public within the City of Georgetown, including without limitation:
- a) grocery stores, convenience stores, and any other establishment engaged in the retail sale of non-prepared food;
 - b) commercial stores engaged in the retail sale of goods or services to the public including without limitation sporting goods stores; furniture and home-furnishings stores; clothing, shoe, and clothing-accessory stores; jewelry, luggage, and leather goods stores; department stores; hardware and home-improvement stores; book, craft, and music stores; florists and flower stores; and all other stores that sell supplies for household consumption or use;
 - c) pharmacies and other stores that sell medications or medical supplies;
 - d) alcoholic beverage stores; and
 - e) laundromats.

Section 2. Use of Face Coverings. Effective as of 9 a.m. on July 3, 2020

- 1) all customers are required to wear Face Coverings while inside the enclosed area of any Retail Establishment or Foodservice Establishment;
- 2) all Retail Establishments shall require staff to wear, and those staff shall wear, Face Coverings while working in areas open to the general public and areas in which interactions with other staff are likely in which social distancing of at least six feet cannot be observed; and
- 3) all Foodservice Establishments shall require staff who interact with customers (including, without limitation, delivery personnel) to wear, and those staff shall wear, Face Coverings while working.

Section 3. Exemptions. Face Coverings shall not be required:

- a) in outdoor or unenclosed areas appurtenant to Retail Establishments or Foodservice Establishments in which social distancing of at least six feet is possible and observed;
- b) for people whose religious beliefs prevent them from wearing a Face Covering;
- c) for those who cannot wear a Face Covering due to a medical or behavioral condition;
- d) for children under ten (10) years old, provided that adults accompanying children age two through ten (10) shall use reasonable efforts to cause those children to wear Face Coverings while inside the enclosed area of any Retail Establishment or Foodservice Establishment
- e) for patrons of Foodservice Establishments while they are dining;
- f) in private, individual offices;
- g) when complying with directions of law enforcement officers;
- h) in settings where it is not practical or feasible to wear a Face Covering, including when obtaining or rendering goods or services such as the receipt of dental services or while swimming;
- i) while exclusively with members of a family or the same household, and no person other than such family or household is within the same enclosed area.

Section 4. Individual Violations: Civil Infraction. Any person violating the provisions of this Ordinance by failing to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than \$50. Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 5. Responsible Person Violations: Civil Infraction. Any Responsible Person violating the provisions of this Ordinance by failing to require employees of the Establishment to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than \$50. Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 6. Responsible Person Violations: Revocation of Permits and Licenses. In addition to the penalties established by Section 5 hereof, repeated violations of this Ordinance by a Responsible Person by failing to require employees of the Establishment to wear a Face Covering may, subject to all procedural protections set forth in the Code of Ordinances for the City of Georgetown, result in the suspension or revocation of any occupancy permit or business license issued to business where the repeated violations occurred.

Section 7. Responsible Person Violations: Public Nuisance. In addition to the penalties established by Section 5 hereof, repeated violations of this Ordinance by a Responsible Person by failing to require employees of the Establishment to wear a Face Covering are additionally hereby declared to be a public nuisance, which may be abated by restraining order, preliminary and permanent injunction, or other means provided for by the laws of this State. The foregoing notwithstanding, every effort shall be made to bring Establishments into voluntary compliance with the terms of this Ordinance prior to the commencement of any enforcement action.

Section 8. Duties of Establishments and Responsible Persons. Establishments and Responsible Persons shall have a duty to enforce the provisions of this Ordinance only against employees of the Establishment. Without limiting the generality of the foregoing, no Establishment or Responsible Person shall have any duty to require that customers, visitors, or other members of the general public wear Face Coverings.

Section 9. Suspension of Contrary Local Provisions. During the Emergency Term (as defined in Section 12 below), any ordinance, resolution, policy, or bylaw that conflicts with the provisions hereof shall be and is hereby suspended and superseded.

Section 10. Expiration of Ordinance; Extension of Emergency Term. As provided by S.C. Code § 5-7-250(d), this Ordinance shall expire automatically as of the sixty-first day following the date of enactment (the "Emergency Term"). Notwithstanding the foregoing, however, Council may extend the Emergency Term by emergency ordinance for one or more additional terms, each of no more than sixty days, provided that the total duration of the Emergency Term shall not exceed six months without enacting an ordinance in the ordinary course.

Section 11. Severability. Should any provision, section, paragraph, sentence, or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

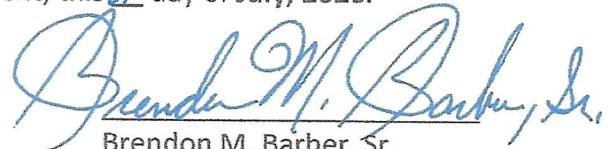
Section 12. Effective Date and Time. This emergency Ordinance shall take effect at 9 a.m. July 3, 2020.

BE IT ORDAINED by the Mayor and Council of the City of Georgetown, South Carolina, in assembly and by the authority thereof, as an Emergency Ordinance on one reading, by affirmative vote of two-thirds of the members present, this 2nd day of July, 2020.

ATTEST:

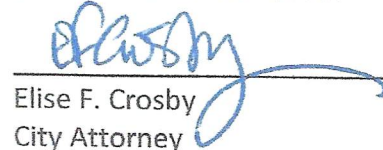


Stephanie Buccione
City Clerk



Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:



Elise F. Crosby
City Attorney



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

ORDINANCE

DOC ID: 3185

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve an Ordinance setting a Special Election in the City of Georgetown, South Carolina on Tuesday, April 13, 2021 to fill the unexpired term of Mayor Pro Tempore Rudolph A. Bradley.
Amount Requested:	N/A
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	Approve or Disapprove
Staff Recommendations:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 12/08/2020 1:35 PM

City Attorney Completed 12/08/2020 1:56 PM

Sandra E. Yudice Ph.D. Completed 12/08/2020 1:59 PM

Stephanie Buccione Completed 12/11/2020 10:33 AM

Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 12-17-20 Ordinance setting special election (PDF)

**MOTION TO APPROVE AN ORDINANCE SETTING A SPECIAL ELECTION IN THE CITY OF
GEORGETOWN, SOUTH CAROLINA ON TUESDAY, APRIL 13, 2021 TO FILL THE
UNEXPIRED TERM OF MAYOR PRO TEMPORE RUDOLPH A. BRADLEY.**

AN ORDINANCE SETTING A SPECIAL ELECTION IN THE CITY OF GEORGETOWN TO FILL THE
UNEXPIRED TERM OF MAYOR PRO TEMPORE RUDOLPH A. BRADLEY

- WHEREAS, The Honorable Rudolph A. Bradley passed away November 28, 2020; and
- WHEREAS, Mr. Bradley was honorably serving his fourth term on the City of Georgetown City Council, which term was set to expire December 31, 2021, and also was serving as Mayor *Pro Tempore*, having been elected by his fellow councilmembers; and
- WHEREAS, Under South Carolina law and the Code of Ordinances of the City of Georgetown, a Special Election shall be conducted to fill a city councilmember's unexpired term if more than six months remain; and
- WHEREAS, Under Sec. 6-5 of the Code of Ordinances of the City of Georgetown, a Special Election to fill a vacancy in an unexpired term is to be held at a time set by ordinance of City Council, as authorized by Sec. 5-15-50, S.C. Code of Laws; and
- WHEREAS, Under Sec. 6-2 of the Code of Ordinances of the City of Georgetown, Special Elections shall be governed by the applicable provisions of state election laws; and
- WHEREAS, Sec. 7-13-190(B), S.C. Code of Laws, establishes the process and timeline governing special elections; and
- WHEREAS, On August 21, 1997, the City of Georgetown transferred its authority to conduct municipal elections to the Georgetown County Election Commission; and
- WHEREAS, The City Council of the City of Georgetown desires to set the date of the Special Election in compliance with state law the Georgetown County Election Commission's process for conducting the City's special election, and its timelines governed by state statute;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that a Special Election be held in the City of Georgetown on Tuesday, April 13, 2021, to fill the unexpired City Council term of the late Honorable Rudolph A. Bradley, with all other processes consistent with Sec. 7-13-190, S.C. Code, as implemented by the Georgetown County Election Commission.

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

ATTEST:

Stephanie Buccione, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: _____

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: 3184

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve revisions to Chapter 22 (Utilities), Article VI (Stormwater Utility) of the City of Georgetown Code of Ordinances.
Amount Requested:	N/A
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	- Article VI – Stormwater Utility defines the Equivalent Residential Unit (ERU) as equal to one (1) for each single-family dwelling unit and provides the method and calculation formula of billing for residential and non-residential properties. All commercial, industrial, nonprofit, public, and semi-public properties are defined as non-residential. Residential properties will be billed monthly based on the number of electric or water meters, whichever is greater. Non-residential properties will be billed monthly based on 6.3 ERU's and the size of the parcel, measured in acres. Meter account holders will be responsible for the payment of the stormwater fee. - Vacant residential, non-residential vacant or non-residential undeveloped properties will be billed on a quarterly basis and the property owner will be responsible for the stormwater fee. Residential undeveloped lots are exempt from the stormwater fee.
Options:	Approve, Disapprove, or Amend
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 12/08/2020 5:32 PM
 City Attorney Completed 12/09/2020 2:05 PM
 Sandra E. Yudice Ph.D. Completed 12/09/2020 4:48 PM
 Stephanie Buccione Completed 12/11/2020 10:30 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 1 ARTICLE VI_STORMWATER UTILITY_1ST Reading Rev.2 Red Line (PDF)
2. 2 ARTICLE VI_STORMWATER UTILITY Rev. 2 (PDF)

Updated: 12/8/2020 11:59 AM by Stephanie Buccione (Page 1)

ARTICLE VI. - STORMWATER UTILITY

Ordinance of ~~December~~March 2020

Sec. 22-196. - Establishment.

A stormwater utility is hereby created pursuant to Chapter 14, Title 48 of the 1976 South Carolina Code of Laws, as amended by Act 114, 1991. Criteria for implementation of this utility is established in Section 72-310 of the South Carolina Land Resources Conservation Commission Standards for Stormwater Management and Sediment Control.

Sec. 22-197. - Basis for fees.

- (a) Fees shall be established to fund the stormwater utility. In establishing such fees, City Council shall consider, among other factors, the following criteria:
 - (1) The fee system must be reasonable and equitable so that users pay to the extent they contribute to the need for the utility, and the fees must bear a substantial relationship to the cost of the service.
 - (2) The components of the calculations used to establish fees may include, but shall not be limited to, the following cost factors:
 - a. Stormwater management planning and preparation of comprehensive watershed master plans for stormwater management;
 - b. Regular inspections of public and private stormwater management facilities and measures and the construction thereof;
 - c. Maintenance and improvement of stormwater management facilities that have been accepted by the city for that purpose;
 - d. Plan review and inspection of sediment control and stormwater management plans, measures, and practices;
 - e. Retrofitting designated watersheds to reduce existing flooding problems or to improve water quality;
 - f. Acquisition of interests in land, including easements;
 - g. Design and construction of stormwater management facilities and measures and acquisition of equipment;
 - h. Administration and enforcement;
 - i. Water quantity and water quality management, including monitoring and surveillance; and
 - j. Debt service and financing costs.
 - (3) Billing and collection of stormwater utility fees shall be deposited into a Stormwater Utility Fund, which shall be used for all expenditures related to operations, maintenance, and capital improvements of stormwater facilities.
- (b) Calculation of Equivalent Residential Units:
 - (1) One Equivalent Residential Unit (ERU) shall be equal to one single-family dwelling unit as determined by the existence of one water or electric meter, whether the structure is occupied or vacant. The number of ERUs of a multifamily complex, mobile home park, garage apartment,

and similar residential use shall be determined by the number of water or electrical meters, whichever is greater, on the subject property.

- (2) The stormwater utility fee shall be billed monthly for every active and occupied residential and non-residential unit. Non-residential units include commercial, industrial, nonprofit, public, or semi-public properties.
- (3) Vacant residential parcels, or vacant and undeveloped non-residential parcels shall be billed quarterly directly to the property owner listed on the tax records. Undeveloped residential parcels are exempt from the stormwater utility fee. A vacant property is defined as a property with an abandoned or unoccupied house or building. Undeveloped property is defined as property with an empty lot without any above-ground structures and active meters.
- (4) The stormwater ~~utility management~~ fee billed each month for a residential lot with more than a single-family use shall be based on one ERU times the electric or water meters, whichever is greater. Structures designed for short-term occupancy such as bed and breakfast establishments and overnight boarding houses shall be considered commercial uses.
- (5) One acre of commercial, industrial, nonprofit, public, or semipublic property shall be equal to 6.3 ERUs or Equivalent Residential Units. Accordingly, fees will be assessed at a standard rate per ERU, as determined by City Council. Non-residential properties will be measured in acres and rounded up to the whole value. total-adjusted-parcel-size. Any non-residential property less than one (1) acre shall be considered one (1) acre when computing the fee.
- (6) Multiple tenants on non-residential properties identified above shall be billed monthly based on a prorated basis of the percentage of building structure they occupy within the total acreage of the parcel.

Sec. 22-198. - Billing of stormwater utility fee.

The stormwater ~~management~~-utility fee shall be billed monthly to users by being included on the monthly water, sewer, and/or electric bill for those real properties having active water, sewer, and/or electric billing accounts. For real properties not having active accounts, the fee shall be billed quarterly to the owners or other persons listed on the real property tax records for such properties and shall be due on or before the thirtieth day after such billing. Quarterly fees unpaid as of the thirty-first day after billing shall constitute a lien against the property on which they are due. After written notice to the owners or other persons listed on the real property tax records, the past due quarterly fees may be added to the real property taxes due on any such property. The ~~Ceity~~-Administrator shall develop guidelines and procedures for the implementation of the provisions of this section.

Sec. 22-198.1. - Schedule of rates, deposits, and miscellaneous charges.

All rates, deposits, and miscellaneous charges for service shall be adopted and amended from time to time by ordinance of City Council. A schedule of such rates, deposits, and charges in effect will be maintained and on file in ~~the office of the~~ City Clerk's Records of the City of Georgetown, South Carolina.

Section 22-198.2 - Rate calculation formula for residential properties:

Monthly rate times one (1) ERU

Sec. 22-198.3. - Rate calculation formula for non-residential properties:

Monthly rate times 6.3 ERUs times Total Adjusted Acres

Sec. 22-198.4 -Deposits and miscellaneous charges.

The collection of stormwater utility fees and miscellaneous charges related to the enforcement of this ordinance shall be deposited in the Stormwater Utility Fund.

Sec. 22-199. - Management, enforcement, and penalties.

- (a) The City Engineer, Water Utilities Director, ~~manager of stormwater utilities~~ or such other official(s) as designated by the City Administrator ~~shall designate~~ shall be the responsible official for the provisions of this article.
- (b) It shall be unlawful for any person to violate any provision of this article, and any such violation shall be punished as prescribed in section 1-16 of the Code. Each day a violation continues constitutes a separate offense.
- (c) In addition to any other penalties or remedies provided in this article, the city, upon the recommendation of the city attorney and approval of the mayor, may institute a civil action in the appropriate court to obtain compliance with the provisions of this article or remedy or prevent the violation or threatened violation of any provision of this article.

Sec. 22-200. - Municipal liability.

Nothing in this article and no action or failure to act under this article shall or may be construed to:

- (1) Impose any liability on the city, or its departments, agencies, officers or employees for the recovery of damages; or
- (2) Relieve any person engaged in a land-disturbing activity of duties, obligations, responsibilities, or liabilities arising from or incident to operations associated with such activity or imposed by the provisions of this article or the laws and regulations pursuant to which it was adopted.

Sec. 22-201. - Appeals.

A property owner may appeal to the City's Stormwater Appeals Board once per twelve (12) months for a reduction in the fee. This board shall be appointed by City Council and may grant a reduction in fees only due to the presence of any pervious type surfaces such as pervious concrete, pervious pavers, gravel, grass, detention ponds, swales, or rain gardens. In no event shall the board grant a reduction in fee, which equals less than the fee would total if all impervious surfaces were considered the full lot size.

The appeal must be filed in writing along with a \$25.00 fee to pay for administrative costs in connection to this petition. The Stormwater Appeals Board shall hear the petition on a regularly scheduled meeting.

Sec. 22-202. - Stormwater Appeals Board.

The City Council shall appoint a three-person board to review appeals regarding the stormwater management fee and notices of violation. The terms for members shall be three (3) years, with the initial appointment being staggered. The board shall develop written procedures that must be reviewed and approved by City Council.

Sec. 22-203. - Severability.

It is declared the intent of City Council that the sections, subsections, paragraphs, sentences, clauses, and phrases of this article are severable; and if any such provision shall be declared unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, it shall not affect the validity or enforceability of any remaining provisions of this article, and it is the intent of council that such provisions shall continue in full force and effect.

(Ord. of 3-18-93)

Sec. 22-204. - Effective date.

This article shall take effect on April 1, 2021.

Secs. 22-205—22-220. - Reserved.

ARTICLE VI. - STORMWATER UTILITY

Ordinance of December 2020

Sec. 22-196. - Establishment.

A stormwater utility is hereby created pursuant to Chapter 14, Title 48 of the 1976 South Carolina Code of Laws, as amended by Act 114, 1991. Criteria for implementation of this utility is established in Section 72-310 of the South Carolina Land Resources Conservation Commission Standards for Stormwater Management and Sediment Control.

Sec. 22-197. - Basis for fees.

- (a) Fees shall be established to fund the stormwater utility. In establishing such fees, City Council shall consider, among other factors, the following criteria:
 - (1) The fee system must be reasonable and equitable so that users pay to the extent they contribute to the need for the utility, and the fees must bear a substantial relationship to the cost of the service.
 - (2) The components of the calculations used to establish fees may include, but shall not be limited to, the following cost factors:
 - a. Stormwater management planning and preparation of comprehensive watershed master plans for stormwater management;
 - b. Regular inspections of public and private stormwater management facilities and measures and the construction thereof;
 - c. Maintenance and improvement of stormwater management facilities that have been accepted by the city for that purpose;
 - d. Plan review and inspection of sediment control and stormwater management plans, measures, and practices;
 - e. Retrofitting designated watersheds to reduce existing flooding problems or to improve water quality;
 - f. Acquisition of interests in land, including easements;
 - g. Design and construction of stormwater management facilities and measures and acquisition of equipment;
 - h. Administration and enforcement;
 - i. Water quantity and water quality management, including monitoring and surveillance; and
 - j. Debt service and financing costs.
 - (3) Billing and collection of stormwater utility fees shall be deposited into a Stormwater Utility Fund, which shall be used for all expenditures related to operations, maintenance, and capital improvements of stormwater facilities.
- (b) Calculation of Equivalent Residential Units:
 - (1) One Equivalent Residential Unit (ERU) shall be equal to one single-family dwelling unit as determined by the existence of one water or electric meter, whether the structure is occupied or vacant. The number of ERUs of a multifamily complex, mobile home park, garage apartment,

and similar residential use shall be determined by the number of water or electrical meters, whichever is greater, on the subject property.

- (2) The stormwater utility fee shall be billed monthly for every active and occupied residential and non-residential unit. Non-residential units include commercial, industrial, nonprofit, public, or semi-public properties.
- (3) Vacant residential parcels, vacant and undeveloped non-residential parcels shall be billed quarterly directly to the property owner listed on the tax records. Undeveloped residential parcels are exempt from the stormwater utility fee. A vacant property is defined as a property with an abandoned or unoccupied house or building. Undeveloped property is defined as property with an empty lot without any above-ground structures and active meters.
- (4) The stormwater utility fee billed each month for a residential lot with more than a single-family use shall be based on one ERU times the electric or water meters, whichever is greater. Structures designed for short-term occupancy such as bed and breakfast establishments and overnight boarding houses shall be considered commercial uses.
- (5) One acre of commercial, industrial, nonprofit, public, or semipublic property shall be equal to 6.3 ERUs or Equivalent Residential Units. Accordingly, fees will be assessed at a standard rate per ERU, as determined by City Council. Non-residential properties will be measured in acres and rounded up to the whole value. Any non-residential property less than one (1) acre shall be considered one (1) acre when computing the fee.
- (6) Multiple tenants on non-residential properties identified above shall be billed monthly based on a prorated basis of the percentage of building structure they occupy within the total acreage of the parcel.

Sec. 22-198. - Billing of stormwater utility fee.

The stormwater utility fee shall be billed monthly to users by being included on the monthly water, sewer, and/or electric bill for those real properties having active water, sewer, and/or electric billing accounts. For real properties not having active accounts, the fee shall be billed quarterly to the owners or other persons listed on the real property tax records for such properties and shall be due on or before the thirtieth day after such billing. Quarterly fees unpaid as of the thirty-first day after billing shall constitute a lien against the property on which they are due. After written notice to the owners or other persons listed on the real property tax records, the past due quarterly fees may be added to the real property taxes due on any such property. The City Administrator shall develop guidelines and procedures for the implementation of the provisions of this section.

Sec. 22-198.1. - Schedule of rates, deposits, and miscellaneous charges.

All rates, deposits, and miscellaneous charges for service shall be adopted and amended from time to time by ordinance of City Council. A schedule of such rates, deposits, and charges in effect will be maintained and on file in City Clerk's Records of the City of Georgetown, South Carolina.

Section 22-198.2 - Rate calculation formula for residential properties:

Monthly rate times one (1) ERU

Sec. 22-198.3. - Rate calculation formula for non-residential properties:

Monthly rate times 6.3 ERUs times Total Adjusted Acres

Sec. 22-198.4 -Deposits and miscellaneous charges.

The collection of stormwater utility fees and miscellaneous charges related to the enforcement of this ordinance shall be deposited in the Stormwater Utility Fund.

Sec. 22-199. - Management, enforcement, and penalties.

- (a) The City Engineer, Water Utilities Director, or such other official(s) as designated by the City Administrator shall be the responsible official for the provisions of this article.
- (b) It shall be unlawful for any person to violate any provision of this article, and any such violation shall be punished as prescribed in section 1-16 of the Code. Each day a violation continues constitutes a separate offense.
- (c) In addition to any other penalties or remedies provided in this article, the city, upon the recommendation of the city attorney and approval of the mayor, may institute a civil action in the appropriate court to obtain compliance with the provisions of this article or remedy or prevent the violation or threatened violation of any provision of this article.

Sec. 22-200. - Municipal liability.

Nothing in this article and no action or failure to act under this article shall or may be construed to:

- (1) Impose any liability on the city, or its departments, agencies, officers or employees for the recovery of damages; or
- (2) Relieve any person engaged in a land-disturbing activity of duties, obligations, responsibilities, or liabilities arising from or incident to operations associated with such activity or imposed by the provisions of this article or the laws and regulations pursuant to which it was adopted.

Sec. 22-201. - Appeals.

A property owner may appeal to the City's Stormwater Appeals Board once per twelve (12) months for a reduction in the fee. This board shall be appointed by City Council and may grant a reduction in fees only due to the presence of any pervious type surface such as pervious concrete, pervious pavers, gravel, grass, detention ponds, swales, or rain gardens. In no event shall the board grant a reduction in fee, which equals less than the fee would total if all impervious surfaces were considered the full lot size.

The appeal must be filed in writing along with a \$25.00 fee to pay for administrative costs in connection to this petition. The Stormwater Appeals Board shall hear the petition on a regularly scheduled meeting.

Sec. 22-202. - Stormwater Appeals Board.

The City Council shall appoint a three-person board to review appeals regarding the stormwater management fee and notices of violation. The terms for members shall be three (3) years, with the initial appointment being staggered. The board shall develop written procedures that must be reviewed and approved by City Council.

Sec. 22-203. - Severability.

It is declared the intent of City Council that the sections, subsections, paragraphs, sentences, clauses, and phrases of this article are severable; and if any such provision shall be declared unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, it shall not affect the validity or enforceability of any remaining provisions of this article, and it is the intent of council that such provisions shall continue in full force and effect.

(Ord. of 3-18-93)

Sec. 22-204. - Effective date.

This article shall take effect on April 1, 2021.

Secs. 22-205—22-220. - Reserved.



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

ACTION ITEM

DOC ID: 3183

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve an Ordinance to Amend Stormwater Utility Billing Structure and Adjust Rates.
Amount Requested:	N/A
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	• The City retained WK Dickson to complete a Stormwater Management Plan as a strategic initiative to address flooding. • The consultants identified twelve (12) stormwater capital improvement projects with an estimated cost of \$20,822,000. • The City will apply for grants, as a funding source for some of the identified projects, but most grants are reimbursable and require a match for a portion of the project. • The consultant recognized the inconsistency in our billing applications and recommended two (2) options. The first option is to maintain the current rate structure and adjust the rate for both residential and non-residential customers and the alternative rate structure would use the Impervious Surface Method. • At the February 20th workshop, it was the consensus of City Council to use the current billing method and adjust the rate to \$8.00 per month for both residential and non-residential customers, yielding additional revenues of approximately \$15 million over 20 years. • Vacant non-residential properties will be billed quarterly at the same rate.
Options:	Approve, Amend, or Disapprove Rate Adjustment
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 12/09/2020 11:10 AM
 City Attorney Completed 12/10/2020 1:15 PM
 Sandra E. Yudice Ph.D. Completed 12/10/2020 1:38 PM
 Stephanie Buccione Completed 12/11/2020 10:32 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Updated: 12/9/2020 9:44 AM by Stephanie Buccione (Page 1)

Attachments:

1. 1 2020.12.17 Stormwater Rates Adjustment (PDF)
2. 2 12.17.20 Amended Stormwater Rate Ordinance (PDF)

MAYOR
BRENDON M. BARBER, SR.

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
HOBSON H. MILTON
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMALLS

Executive Offices
(843) 545-4001

To: Mayor Brendon Barber, Sr. and Members of City Council
Prepared by: Sandra E. Yúdice, Ph.D., City Administrator 
Department: Administration
Date Prepared: December 7, 2020
Subject: Stormwater rate adjustment

Issue Background

In May 2018, City Council approved WK Dickson to develop a Stormwater Management Plan for the City. WK Dickson presented the plan to Council in August 2019. Since then, staff has been working with City Council on ways to implement the plan and address flooding during several meetings (Attachment #1).

At the December 19, 2019, meeting, Council approved unanimously the Stormwater Management Plan with the understanding that the proposed rate changes would be brought back to Council in January 2020 (Attachment #2). At subsequent workshops in January 23, 2020 (Attachment #3) and February 20, 2020 (Attachment #4), staff presented information on the fiscal impact of implementing the study, including increasing the rate to \$12 to raise enough revenue to cover the stormwater projects cost of about \$21 million and a phase-in methods to increase the rate gradually through FY 2028. However, the last approach would not have provided enough revenue and would delay implementing the plan's projects.

Based on discussions with Council in January and February 2020, staff, then, presented the ordinance to amend the stormwater utility rates at the April 16, 2020 because the March regular meeting and workshop were cancelled at the onset of the COVID-19 pandemic. At the April 2020 meeting, Council defeated the motion to approve an ordinance to increase the stormwater to \$8 per month, per Equivalent Residential Unit for both the residential and non-residential rates (Attachment #5).

At the November 19, 2021, meeting, the City's external auditor (Attachment #6) reiterated to Council that the Stormwater Fund has been operating at a deficit for too long and had accumulated a "Deficit unrestricted net position of \$963K" and that the Stormwater Fund has been funding operations with subsidies from other funds. If nothing is done, this fund will (1) continue going into deficit beyond \$1 million; (2) require transfers from the General Fund, which would affect services funded with this fund (e.g., law enforcement, public safety, and public works); and/or (3) require cuts in stormwater services, which would increase flooding.

Discussion

The City has submitted grant applications to the U.S. Department of Commerce, Economic Development Administration ("EDA") and the South Carolina Office of Resilience through the CDBG-Mitigation Program. There are strong indications that EDA will approve the \$4.2 million. As with the majority of the state and federal requirements, these grants required a match. For the EDA grant, Georgetown County approved the match of \$841,352 with penny sales tax surplus funds. For the CDBG-Mitigation grant, the City submitted a compelling letter requesting to waive the match. With a combined total of \$12 million, these applications are still pending review.

Should Council approve the rate adjustment, the first order of priority will be to bring the Stormwater Fund out of its deficit status to be able to operate sustainable. Once this is accomplished, in order to complete the stormwater projects, the fund would be able to commit financial resources to (1) continue sustaining operations without transfers from other funds; (2) match grant funding requirements, if there are grant opportunities; and/or (3) issue debt and service it.

Drawer 939
Georgetown, SC 29442

Attachment: 2020.12.17 Stormwater Rates Adjustment (3183 : Ordinance to Amend Stormwater Utility Billing Structure and Adjust Rates)

Should Council not approve the rate adjustment at this time, during future budget processes, the Stormwater Fund would have to be balanced by transferring funds from the General Fund to the Stormwater Fund over a period of time until the rate is adjusted or expenses decreased. By doing this, the FY 2021 audit would not reflect this material deficiency (i.e., operating at a deficit). However, this would be done at the expense of services funded with the General Fund (affecting them negatively) or by cutting stormwater services.

For the future, it is also recommended to conduct periodic rate studies (e.g., every five years) to avoid going into deficit again. This practice will be in line with industry standards and best practices.

Alternatives

1. Do not approve the stormwater rate adjustment ordinance.
2. Approve the stormwater rate adjustment ordinance.

Recommended Course of Action

Approve the stormwater rate adjustment to \$8 per ERU, per month for both, the residential and non-residential properties and apply the billing method as outlined on the proposed Chapter 22-Article VI Stormwater Utility Ordinance revision.

Timeline for Recommendation

The recommended timeline for implementing the ordinance is April 1, 2021.

Fiscal Impact

By maintaining the current rate structure and adjusting the rates for both residential and non-residential customers to \$8.00 per month, the stormwater fund would become sustainable with projected revenue of approximately \$15 million over 20 years. The current rate structure includes:

- Billing residential rates based on “one Equivalent Residential Unit (ERU) equal to the number of electric or water meters, whichever is greater.”
- Billing non-residential rates based on acreage, that is, “one acre of commercial, industrial, nonprofit, public, or semipublic property shall be equal to 6.3 ERU’s or Equivalent Residential Units. Any non-residential property less than one acres shall be considered one acre when computing the fee.”

Social Impact

The stormwater system aging infrastructure and the limited resources for a sound maintenance plan all contribute to the flooding complaints from the general public. Drain pipes are undersized and in many parts of the City they cannot adequately handle heavy rains creating flooding conditions on streets and sidewalks. Therefore, it is expected that residents and business owners will not have to continue enduring the consequences (including property losses) of floods due to heavy rainfalls and/or high tides on their properties or businesses.

Environmental Impact

As a strategic initiative, the stormwater management plan¹ included the following goals:

- Address flooding in flood-prone areas;
- Protect property and the natural environment; and
- Enhance water quality.

The implementation of the plan would allow for flood storage in certain areas, thereby, reducing the runoff rate by impacting the timing within the overall watershed.

Attachments

Attachment #1: Stormwater Management Plan Timeline

Attachment #2: December 19, 2019 minutes (excerpt)

Attachment #3: January 23, 2020 minutes (excerpt)

Attachment #4: February 20, 2020 minutes (excerpt)

Attachment #5: April 16, 2020 minutes (excerpt)

Attachment #6: November 19, 2020 presentation from external auditor (excerpt)

¹ Source: City of Georgetown Stormwater Management Plan, Volume I, p. ES-1.

STORMWATER MANAGEMENT PLAN TIMELINE

<u>5/31/18</u>	Council Approved payment to WK Dickson to develop a Stormwater Management Plan.
<u>9/20/18</u>	Council Approved payment to WK Dickson for Phase 2 of development and implementation of a Stormwater Management Plan.
<u>8/1/19</u>	WK Dickson presented to Council a Stormwater Management Plan
<u>10/24/19</u>	Stormwater Plan presentation follow up at Council Workshop
<u>11/21/19</u>	Council did NOT adopt the Storm Water Management Plan (SWMP) prepared and completed by WK Dickson in July of 2019 and presented to City Council at a workshop meeting on August 1st, 2019 and October 24, 2019. The adoption of the SWMP include: 1. Approval of 12 stormwater projects as part of the Capital Improvement Plan in priority order. 2. Authorize staff to initiate process to amend Stormwater Utility and Drainage ordinances. 3. Approve the recommended collection method and revised storm water utility fees as proposed. 4. Adopt stormwater design standards.
<u>12/19/19</u>	Council approved the Storm Water Management Plan (SWMP) prepared by WK Dickson in July of 2019. The plan includes: 1. Approval of 12 stormwater projects as part of the Capital Improvement Plan provided that revisions may be made in the future to each project on a project by project basis and/or additions may be made to the Plan to address flooding in other adjacent areas. 2. Authorize staff to initiate process to amend Stormwater Utility and Drainage ordinances. 3. Revise stormwater collection method for the non-residential properties to an Impervious Surface Area Method and revise residential monthly rates from \$6 to \$8 per month per meter. 4. Adopt new stormwater design standards as part of the amended Stormwater Utility and Drainage ordinances.
<u>1/23/20</u>	Stormwater ordinance & Utility Fee proposed revisions discussions at Council Workshop.
<u>2/20/20</u>	Stormwater ordinance & Utility Fee proposed revisions discussions at Council Workshop.
<u>4/16/20</u>	Council did NOT approve 1 st reading of ordinance to amend stormwater utility billing structure and adjust rates. The consensus from Council was to not enforce the billing method stated in the current ordinance and to continue billing as the City has been doing it thus far.
<u>5/21/20</u>	Council unanimously approved the revision of design standards under the new Chapter 23 of the Drainage Ordinances.

REGULAR MEETING OF CITY COUNCIL DECEMBER 19, 2019... PAGE 10 OF 14

Council Member Humes moved, seconded by Council Member Joseph. Chief Cribb introduced Mr. Brandon Ellis, the new Emergency Manager for Georgetown County. Mr. Ellis stated this Mitigation Plan will make the City eligible for funding if adopted through Resolution.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tupelo Humes, Council Member
SECONDER:	Al Joseph, Council Member
AYES:	Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls
ABSENT:	Butts

9. ENGINEERING

- A. Motion to approve proposal and make payments to Hanna Engineering in the not-to-exceed amount of \$32,600 to perform engineering and field inspection services for the Port Tank Rehabilitation Project. The work includes engineering, permitting, bidding, and field inspection services.**

Mayor Pro Tempore Bradley moved, seconded by Council Member Humes.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rudolph A. Bradley, Mayor Pro Tempore
SECONDER:	Tupelo Humes, Council Member
AYES:	Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls
ABSENT:	Butts

- B. Motion to approve construction bid and make payments to Seven Seas Marine Construction Inc. for a not-to-exceed amount of \$53,828.00 to make repairs of 21 lineal feet of bulkhead located at Constitution Park. Work includes excavation, replacement of sheet piling, top and bottom whalers, and replacement of concrete sidewalks and a section of handrails.**

Council Member Joseph moved, seconded by Council Member Smalls.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Al Joseph, Council Member
SECONDER:	Clarence C. Smalls, Council Member
AYES:	Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls
ABSENT:	Butts

- C. Motion to approve the Storm Water Management Plan (SWMP) prepared by WK Dickson in July of 2019. The plan includes: 1. Approval of 12 stormwater projects as part of the Capital Improvement Plan provided that revisions may**

be made in the future to each project on a project by project basis and/or additions may be made to the Plan to address flooding in other adjacent areas. 2. Authorize staff to initiate process to amend Stormwater Utility and Drainage ordinances. 3. Revise stormwater collection method for the non-residential properties to an Impervious Surface Area Method and revise residential monthly rates from \$6 to \$8 per month per meter. 4. Adopt new stormwater design standards as part of the amended Stormwater Utility and Drainage ordinances.

Council Member Smalls moved, seconded by Council Member Humes. Council Member Humes stated he had voted against this the last time it was brought to Council but after meeting with Mr. Orlando Arteaga and Dr. Yúdice he has a better understanding and the concerns he had in areas he did not think were being met actually are being met. Council Member Humes said moving forward, he can now support it. Council Member Jayroe and Mayor Barber asked for clarification on what the voting includes. Dr. Yúdice explained that all four items in the Plan is what is being voted on. Dr. Yúdice said the rate change is not being voted on at this time. The proposed rate changes will be brought to a meeting in January. Council Member Jayroe commended staff on addressing the public's questions and concerns.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clarence C. Smalls, Council Member
SECONDER:	Tupelo Humes, Council Member
AYES:	Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls
ABSENT:	Butts

10. ELECTRIC UTILITIES

A. Motion to Approve Purchase of 45 ft Working Height Bucket Truck from Equipment Technology, LLC of Oklahoma City, OK and Payment of \$114,128.63 (Plus Tax)

Council Member Smalls moved, seconded by Mayor Pro Tempore Bradley. Mr. Alan Loveless said this would replace the truck that is most used by his crew and needs to be reliable.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clarence C. Smalls, Council Member
SECONDER:	Rudolph A. Bradley, Mayor Pro Tempore
AYES:	Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls
ABSENT:	Butts

11. ADMINISTRATION

aside and used for the inner harbor project.

6. Stormwater Ordinance and Utility Fee Proposed Revisions

Mr. Orlando Arteaga reviewed the recommendations from WK Dickson's study in 2018. Mr. Arteaga stated the Stormwater utility revisions include the defining of Equivalent Residential Unit (ERU) as 2,595 square feet, residential property charges will be based on based on a meter and the fees will increase from \$6 to \$8 a month. Mr. Arteaga stated non-residential properties include commercial, industrial, nonprofit, and public. Mr. Arteaga said the revisions of the ordinance would change the non-residential properties new rates would be based on their impervious surface and vacant or undeveloped parcels, both residential and non-residential, would pay a flat rate of \$4 per month. Mr. Arteaga reviewed how the new rate would be calculated for non-residential customers. Mr. Arteaga said there will be a Stormwater Appeals Board that will address fee and notice of violation appeals. The board will include three members appointed by Council and a Board Chair that will be appointed by the Mayor. Mr. Arteaga reviewed a list of suggested revisions to the ordinance regarding drainage. Mr. Arteaga stated standards required for Stormwater design for engineers, developers, and contractors. He said the City could apply for an EDA Grant to help cover some of the costs for the Stormwater Management Plant. Mrs. Debra Bivens explained the formula used to calculate the new rates that were recommended by WK Dickson. Mrs. Bivens explained if the recommended rate of \$12 per ERU is approved, the City will collect approximately \$17 million in the next twenty years for the first phase of the Stormwater Management Plan that includes twelve projects. Mrs. Bivens reviewed a less aggressive timeline for increasing rates for non-residential customers that would increase from \$8 per ERU to \$12 per ERU over the next seven years. This would collect \$10,500,000 over the next twenty years and delay implementation of the Stormwater Management Plan due to the reduced revenue. Discussions followed.

7. PRESENT DRAFT STRATEGIC PLAN

Dr. Sandra Yúdice presented a draft of the Strategic Plan for the City. Dr. Yúdice said they will collect feedback from the Community as to what the residents want to see in the City. Once that information is compiled, a Strategic Plan will be brought to Council for approval. Dr. Yúdice said she will put the vision mission, values, and guiding principles on the City Administrator's Report on the February meeting. She said this will provide guidance during the community meetings.

8. PORT TANK COLOR SELECTION AND LOGO

Mr. Will Gunter presented Council with a PowerPoint slide of the proposed new paint color for the Port Tank. Discussions followed.

9. ADJOURNMENT

Motion to adjourn the Special Meeting of City Council.

Council Member Milton moved, seconded by Council Member Joseph.

SPECIAL MEETING/WORKSHOP OF CITY COUNCIL FEBRUARY 20, 2020... PAGE 2 OF 3

3. ADMINISTRATION**A. Discussion on the request from the Harbor Historical Association to lease docks on Goat Island.**

Dr. Sandra Yúdice stated the Harbor Historical Association has requested to lease wooden docks on the east side of Goat Island, plus a 30 foot buffer along the shore for \$1 a year for a term of fifty years. Dr. Yúdice said that Goat Island is subject to conveyances based on the donation from Mr. and Mrs. Blackmon that the City must comply with along with some funds from the TIF district. After reviewing the information, staff recommends leasing the docks for a higher amount for fewer years. Their recommendation is \$50 per month for a term of five years for the lease. The City would review the lease annually once they receive the TIF funds to begin making the improvements on Goat Island that are stated in the agreement with the City and Mr. and Mrs. Blackmon. Dr. Yúdice stated the Harbor Historical Association will provide a Certificate of Insurance indemnifying the City and not restrict the public to their leased portion of Goat Island. Dr. Yúdice said if there is a consensus with Council they will move forward with putting this on the agenda for March. Discussions followed. Mayor Barber requested this item be put on the March meeting agenda based on the consensus.

4. ENGINEERING**A. Stormwater ordinance and utility fee proposed revisions.**

Dr. Yúdice introduced Mrs. Debra Bivens. Mrs. Bivens reviewed the recommendations for the Stormwater fees from WK Dickson that were presented to Council in August 2019. The first was to maintain the current rate structure but to increase the monthly fee to \$8 for both residential and non-residential customers. The second was to move to an impervious surface structure. Mrs. Bivens reviewed a handout that listed several different scenarios with rate changes for both residential and non-residential customers and how much revenue the City would collect to pay for the consultant recommended Stormwater projects. Discussions followed. Mayor Barber stressed that we need to reach out to all resources for funding to help offset the costs to the City. Mr. Orlando Arteaga explained that all grants require a match in funds from the City. Mr. Arteaga said currently everything is based on revenue projections but if the approved new fees start on July 1, 2020 by December 31, 2020 the City would have a good understanding of how much revenue is coming into the City to cover the Stormwater projects. Each project will have at least a two year life span for planning and implementing and it is possible that multiple projects can be going on at the same time based on available funds. Mrs. Bivens asked for a consensus on which scenario Council would like staff to continue working on. She stated scenario #2 that increases monthly rates from \$6 to \$8 for both residential and non-residential customers and scenario #5 which increases monthly rates to \$8 for residential and \$12 for non-residential customers were recommended by the consultant, WK Dickson. In scenario #2, the City would collect approximately \$15 million and in scenario #5, the City would collect approximately \$17 million over the next twenty years. Mayor Barber confirmed with Mrs. Bivens in scenario #2, the tenant would be billed and in scenario #5 the property owner would be billed for

SPECIAL MEETING/WORKSHOP OF CITY COUNCIL FEBRUARY 20, 2020... PAGE 3 OF 3

non-residential customers. The consensus is to move forward with scenario #2. Mr. Arteaga presented the draft Stormwater ordinance and said staff will move forward with bringing it in front of Council at next month's meeting for approval.

5. ADJOURNMENT**Motion to adjourn the Special Meeting of City Council.**

Mayor Pro Tempore Bradley moved, seconded by Council Member Humes.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rudolph A. Bradley, Mayor Pro Tempore
SECONDER:	Tupelo Humes, Council Member
AYES:	Milton, Barber Sr., Bradley, Joseph, Humes, Smalls
ABSENT:	Jayroe

The Special Meeting was adjourned at 5:00pm.

Stephanie Buccione
City Clerk

Date Approved: 04/16/20

REGULAR MEETING OF CITY COUNCIL APRIL 16, 2020... PAGE 3 OF 8

Mayor Barber called for the vote.

RESULT:	APPROVED [5 TO 0]	Next: 5/21/2020 5:30 PM
MOVER:	Al Joseph, Council Member	
SECONDER:	Hobson H. Milton, Council Member	
AYES:	Milton, Barber Sr., Jayroe, Joseph, Smalls	
AWAY:	Bradley, Humes	

6. FINANCE

A. **Motion to approve an Ordinance to Amend Stormwater Utility Billing Structure and Adjust Rates.**

Council Member Joseph moved, seconded by Council Member Jayroe. Mrs. Bivens reviewed the recommendations made by WK Dickson, the consultant that completed the Stormwater Management Plan Study to address flooding issues in the City. Mrs. Bivens stated the City will apply for grants as a funding source for some of the identified projects, but most grants are reimbursable and require a match for a portion of the project. Mrs. Bivens said there was a consensus of City Council at the February 20, 2020 workshop to use the current billing method and adjust the rate from \$6.00 to \$8.00 per month for both residential and non-residential customers, yielding additional revenues of approximately \$15 million over 20 years. Mrs. Bivens said the Stormwater fund is currently operating at a loss. Mrs. Bivens said this ordinance would go into effect on January 1, 2021. Council Member Jayroe asked for clarification on the proposed billing method for non-residential customers and Mrs. Bivens said they would use the 6.3 Equivalent Residential Units and the acreage method. Non-residential customers would pay \$8.00 per month based on acreage. Mrs. Bivens confirmed the ordinance currently states this is how we should be billing customers but the City is not doing that due to the acreage difference. Council Member Jayroe requested business owners be notified of the changes before 4th Quarter of the year for their budget planning next year. Mrs. Bivens stated a letter will go out to non-residential customers prior to July 1, 2020 letting them know what their corrected billing amount would be effective July 1, 2020 and the letter would also state what their rate increase will be effective January 1, 2021. Dr. Yúdice confirmed the original proposal for this ordinance was to go into effect on July 1, 2020 but with the COVID-19 pandemic, it would push out to January 1, 2021. Dr. Yúdice confirmed the billing method as stated in the current ordinance would be corrected and effective July 1, 2020. Mayor Barber asked for clarification if this motion is only for the new rates that would be effective on January 1, 2021 and Mrs. Bivens confirmed. Mrs. Bivens said to correct the billing method as it states in the current ordinance is up to the City Administrator to enforce, however, the consensus from Council is to not enforce the billing method stated in the current ordinance and to continue billing as the City has been. Dr. Yúdice confirmed that this Enterprise Fund has been and will continue to operate at a loss.

Mayor Barber called for the vote.

RESULT: DEFEATED [0 TO 7]

MOVER: Al Joseph, Council Member

SECONDER: Carol R. Jayroe, Council Member

NAYS: Milton, Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls

7. ENGINEERING

- A. Motion to authorize staff to submit a Transportation Alternative Program (TAP) grant application to the SCDOT/GSATS to place a bicycle path and signs along the designated streets in the Historic District and the West End District. The Opinion of Probable Cost for this project is \$438, 638 with a City's match of \$86,128.**

Council Member Joseph moved, seconded by Mayor Pro Tempore Bradley. Mr. Arteaga stated this project will expand transportation options to link the City with an alternate non-vehicular transportation mode, reduce traffic congestion and promote the City. This development will also become part of the East Coast Greenway (ECG) trail system. Council Member Humes asked Mr. Arteaga how much this will cost the City. Mr. Arteaga said for the grant, the City has to match 20% of the opinion of probable cost of \$438, 638, so the City would pay \$86, 128.00. Mayor Pro Tempore Bradley asked if \$86, 128.00 is available in the budget. Mrs. Bivens stated this is a budgeted item, however, the funds were budgeted to come out of the Hospitality & Accommodations Tax which has been drastically reduced due to the COVID-19 pandemic.

Mayor Barber called for the vote.

RESULT: DEFEATED [0 TO 7]

MOVER: Al Joseph, Council Member

SECONDER: Rudolph A. Bradley, Mayor Pro Tempore

NAYS: Milton, Barber Sr., Bradley, Jayroe, Joseph, Humes, Smalls

- B. Motion to authorize staff to file a CDBG grant application for financial assistance for proposed Sedimentation Basin at Water Treatment Plant project. The requested grant amount is for a \$1,000,000.**

Council Member Smalls moved, seconded by Council Member Jayroe. Mr. Arteaga said this is for the next fiscal year and that Council approval would still be needed for the budget.

Mr. Arteaga stated the tank currently at the Water Treatment Plant is over twenty years old. Discussions followed.



CITY OF GEORGETOWN, SC 2020 FINANCIAL AUDIT

Enterprise Funds

- **Stormwater Fund** had a decrease in net position of \$426K to \$9.9M (including \$10.9M invested in capital assets):
 - Total operating revenues decreased \$11K (1%) from the prior year.
 - Total operating expenses decreased \$197K (15%) from the prior year primarily due to significant repairs and maintenance in the prior year.
 - Transfers to General Fund of \$157K (compared to \$133K in prior year).
 - Deficit unrestricted net position of \$963K.
- **Waste Management Fund** had a decrease in net position of \$26K to a deficit of \$71K (including \$400K invested in capital assets):
 - Total operating revenues increased by \$12K (1%) from the prior year.
 - Total operating expenses increased by \$30K (3%) from the prior year.
 - Deficit unrestricted net position of \$470K.

11



CITY OF GEORGETOWN, SC 2020 FINANCIAL AUDIT

Other Items of Note:

- Total capital assets were \$76.4M at 6/30/20 – increase of \$411K (1%) from 6/30/19:
 - Total capital asset additions of \$660K for governmental activities including:
 - Vehicles, equipment, and furnishings - \$335K
 - Construction in Progress and other Infrastructure - \$143K
 - Other improvements - \$79K
 - Total capital asset additions of \$4.5M for business-type activities including:
 - Poles, Transformers, and Electric Line Upgrades - \$252K
 - CIP Additions - \$3.7M (Including West End Sewer Rehab, Port Tank Rehab, WWTP Chlorination System Modification, and Cannon Street Sewer Upgrades)
 - Other Additions - \$551K
 - Depreciation expense of \$1.3M and \$2.8M for governmental and business-type activities, respectively.

12

AN ORDINANCE TO AMEND THE STORMWATER UTILITY RATES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically review established utility policies, and

WHEREAS, the provisions referred to above are contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges.

NOW, THEREFORE, BE IT ORDAINED by City Council of The City of Georgetown, South Carolina, that the Stormwater utility rates contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges be revised as follows:

Effective Date: April 1. 2021

Stormwater Utility Rates

Residential Rates

Residential rates shall apply to a private residence or an individual family apartment. Residential rates are not applicable for structures designed for short-term occupancy such as bed and breakfast establishments and overnight boarding houses. Such structures shall be subject to commercial rates. Fees billed each month for residential lots with more than a single-family use shall be based on one Equivalent Residential Unit (ERU) equal to the number of electric or water meters, whichever is greater.

Monthly rate for residential shall be equal to: \$8.00 per ERU

Non-Residential Rates

Non-residential rates shall apply to commercial and all other users not qualifying for residential rates. One acre of commercial, industrial, nonprofit, public, or semipublic property shall be equal to 6.3 ERU's or Equivalent Residential Units. Any non-residential property less than one acre shall be considered one acre when computing the fee.

Non-residential rates shall also apply to vacant properties.

Monthly rate for non-residential shall be equal to: \$8.00 per ERU.

PASSED this 21st day of January, 2021

ATTEST:

Stephanie Buccione, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: 17 December 2020
Second Reading: 21 January 2021

Approved as to Form:

Elise F Crosby, City Attorney



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

ACTION ITEM

DOC ID: 3186

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve Vehicle and Equipment Replacement Policy.
Amount Requested:	N/A
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	Approve, Disapprove, or Amend
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 12/08/2020 3:28 PM
 Sandra E. Yudice Ph.D. Completed 12/08/2020 3:28 PM
 Stephanie Buccione Completed 12/11/2020 10:23 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 1 Vehicle and Equipment Replacement Policy (PDF)
2. 2 2020.10.22 Vehicle Equipment Replacement Program(PDF)

CITY OF GOERGETOWN, SC VEHICLE AND EQUIPMENT REPLACEMENT POLICY

1. POLICY

An effective fleet and equipment replacement program is essential for controlling fleet and equipment performance (i.e., vehicle maintenance, suitability, availability, reliability, safety, and environmental impacts) and total cost of ownership. The Vehicle and Equipment Replacement Policy ("Policy") provides for the planned maintenance, repairs, and replacement of vehicles and equipment and will be administered by the Fleet Services Department. The Policy provides details and management information about replacement and operation costs for the City's rolling stock and about individual pieces of equipment, which will assist department directors in planning for future equipment needs when developing operating and capital budgets.

2. PURPOSE

To provide efficient and effective delivery of services by maintaining a fleet that is safe, reliable, and cost effective while preserving the vehicle value and equipment investment through mandatory preventative maintenance and best management practices. Within this document, procedures and practices are provided, which are intended to guide the use, operation, maintenance, and replacement of the fleet and fixed equipment. The underlying goals and objectives of the Policy include:

- a) To maintain vehicles and equipment in a manner that provides for the safety of employees and the public.
- b) To standardize the composition of the fleet.
- c) To accurately budget for maintenance and replacement costs.
- d) To control the cost of operating and maintaining the fleet of vehicles and equipment.
- e) To control the growth of the fleet, acquisition, and assignment of vehicles based on demonstrated need and direct service delivery benefit to residents.
- f) To increase vehicle and equipment efficiency through mandatory preventative maintenance and repairs.
- g) To ensure that vehicle and equipment needs are matched with available financial resources and needs of each department.
- h) To anticipate and smooth the long term outflow of capital funding and the rotation of incoming and outgoing vehicles year to year to prevent spikes in cash and asset flow.
- i) To provide a central point of control to account for all fleet specifications, acquisition, assignment, optimization of utilization, maintenance, repurposing, and repairs.
- j) To maximize fleet resources by providing timely acquisition and disposal of vehicles and equipment.
- k) To standardize and right size the fleet. Ensure the City has the optimum number and type of vehicles and equipment and that fleet growth, when needed, is planned and controlled.
- l) To reduce per unit maintenance costs by eliminating vehicles and equipment that have exceeded their economic and useful lifecycle.

- m) To schedule the purchase of vehicles and equipment through the budget process and coordinate through Fleet Services and the Finance Department.

3. POLICY GUIDELINES

The Fleet Superintendent will be responsible for managing the entire fleet and complying with the following guidelines:

- a) Purchasing: based on needs and replacement schedules, submit budget requests during the annual budget process that adhere to this Policy.
- b) Repair and maintenance: based on manufacturers' maintenance manuals, establish mandatory schedules for preventative maintenance and repairs of the City's fleet.
- c) Insurance: in consultation with the Risk Manager, establish insurance schedules. In the event of total losses, work with the Risk Manager and Finance Director to replace vehicles and equipment.
- d) Disposal: review the utilization of each vehicle/equipment annually, schedule deletion from inventory, and sell on GovDeals.

4. DEFINITIONS

Replacement Schedule: A program that lists a replacement date and anticipated cost of replacement for each vehicle in the City fleet or equipment.

Vehicle and Equipment: All licensed City vehicles, heavy maintenance equipment, emergency equipment, field maintenance equipment, and other specialized equipment in excess of \$5,000 in value.

Excess Stock: Excess stock includes those vehicles and pieces of equipment that are to be disposed of and replaced and those that are no longer necessary to supply the City's services.

Salvage Value: The estimated current value of a vehicle or piece of equipment at the time that is scheduled to be replaced.

Standard Life: A predetermined period of time that is economical for the City to own a particular vehicle and equipment prior to its replacement.

5. VEHICLE AND EQUIPMENT REPLACEMENT STANDARDS

Changes and Adjustments

Fleet Services, in consultation with the City Administrator and the Finance Director, may modify the standard life taking into account the excessive use and/or the high cost of repairs should the recommendation is to replace the vehicle or equipment sooner than the end of the standard life. The assigned department may request this modification to Fleet Services. The request should be based on a type or amount of use that is substantially different than the average.

Evaluation and Replacement Standards

Vehicles and equipment will be scheduled for replacement based on its mileage standards and maintenance evaluation. The Fleet Services Superintendent (“Superintendent”) will conduct assessments using the Capital Assessment for Vehicle and Equipment Purchases form (Attachment 1) to determine if the vehicle or equipment is unsafe to operate, obsolete, and/or unusable. If the vehicle or equipment is determined to be unsafe, obsolete, and/or unusable, based on the assessment, the Superintendent will recommend to the Finance Director that it be replaced.

Table 1. City of Georgetown Vehicle and Equipment Replacement Standards

Vehicle Type	Assignment	Standard Life	Miles/Hours
Sedans	Administrative Support	10-15 years	150,000 miles
Pickups	Public Works/Water/Electric	10 years	110,000 - 150,000 miles
Utility Vehicles (SUVs)	Public Works/Water/Electric	10 years	110,000 - 150,000 miles
Patrol Cars	Police	4 years	90,000 - 130,000 miles
Unmarked Cars	Police	10-15 years	100,000 - 130,000 miles
Garbage Trucks	Public Works	10 years	75,000-100,000 miles
Dump Trucks	Public Works/Water/Electric	10 years	75,00-125,000 miles
Sweeper	Water	10 years	45,000-75,000
Vactor Truck	Water	10 years	85,000-110,000
Tractors	Public Works/Water/Electric	10 years	10,000 hours
Backhoe	John Deere	10 years	10,000 hours
Small Farm Tractor	New Holland	10 years	8,000 hours
Fire Engines	Per the National Fire Protection Association (NFPA) 1901, 1912 properly maintained Fire Engines should move to Reserve status after 15 years of service and brought up newest standard. NFPA does not recognize hours or miles do to the ever changing demands of the apparatus and the changing standards for the different components of the apparatus.		
Fire Engines (Reserve)	Per NFPA 1901, 1912 properly maintained Reserve Fire Engines in compliance with newest standards should be removed from service after 25 years of service. NFPA does not recognize hours or miles do to the ever changing demands of the apparatus and the changing standards for the different components of the apparatus.		

Life of vehicles and equipment not included in Table 1 will be based on recommendations of

manufacturers and user groups of that type of equipment. Vehicle and equipment replacement will generally be based on the maximum mileage standard depending on the vehicle assignment. However, vehicles and equipment can be replaced sooner due to maintenance evaluation and high repair costs.

Replacement Schedule

The Superintendent will be responsible for maintenance of the Vehicle and Equipment Maintenance Report to include also the year that each vehicle or equipment is scheduled to be replaced to anticipate future and timely budget requests. The replacement schedule will form the basis of the following fiscal year replacement Capital Improvement Plan (CIP) budget and a five-year CIP budget as updated annually. Fleet Services and user departments will follow the annual schedule outlined below:

Task	Deadline
Departments will submit a list of qualified replacement vehicle/equipment to Fleet Services for evaluation and final determination	October 31
Fleet Services will develop the proposed replacement schedule and submit to Finance Director through the budget process	November 15

6. VEHICLE AND EQUIPMENT SPECIFICATION STANDARDS

Equipment Standardization and Specifications

The following standards of colors will be maintained by the City fleet:

Assigned Department	Color
Administrator (unmarked)	Silver
Police Chief (unmarked)	Silver
Police unmarked vehicles	Different colors
Fire Department (Fire Chief and Assistant Fire Chief will be unmarked)	Red (as determined by the Fire Association)
All City Departments, including police patrol vehicles	White

All vehicles shall bear the City of Georgetown logo on each side of the front doors along with the name of the assigned department, except for the Administrator, Fire Chief, Assistant Fire Chief, Police Chief, and unmarked vehicles. Fleet Services will maintain a specification file for all vehicles and equipment and their assigned departments and use. Smoking in vehicles and equipment is strictly prohibited. Therefore, all vehicles and equipment shall have a 'NO SMOKING' decal inside. Per Section 2.f of the Vehicle Management Program, "Employees are prohibited from altering City owned vehicles by adding any personal decorations, signage, or items that reflect their personal views/beliefs that may cause misrepresentation of the City in any way."

Replacement of vehicles shall conform to the specifications available for comparable vehicles established in the annual State contract process. The State's specifications will be used as

standards for establishing vehicle requirements. All vehicles and equipment scheduled for replacement will be replaced with the same type of vehicle, unless justification for an upgrade change is submitted and approved by the City Administrator. For standardization purposes, Table 2 provides the classes of vehicles for each department (depending on the needs the Type/Size of vehicles may change from the list provided):

Table 2. Vehicle and Equipment Specification Standards

Category	Use	Type/Size
Administration	Support staff	Compact SUV, sedan
Electric	Administrative staff	Truck, Pickup, ½ - 3/4 ton (2 or 4-wheel drive)
	Ford	F150 /250/550
	Line Trucks / Pole Truck	Heavy Duty Utility Truck
Engineering	Inspections, projects	SUV, pickup truck
Law Enforcement/Public Safety	Patrol	Sedan, SUV, pursuit patrol
	Unmarked (Investigative)	Sedan, SUV
	Crime Scene (Forensics Crime Lab)	Medium Pickup truck
	Fire/Emergency Response, Hazmat	Truck, Pickup, 3/4 ton Truck, Utility, SUV (4-wheel drive)
	Crime Prevention	Sedan
	Parking	Sedan, John Deere, Gator
Municipal Court	Support staff	Compact SUV, sedan
Public Works	Grounds Maintenance	Truck, Medium or Heavy Duty Pickup, ½ - 3/4 ton (2 or 4-wheel drive)
	Keep Georgetown Beautiful	Light or Medium duty pickup truck, SUV
	Recycling	Super Duty Pickup Truck
	Streets	Medium Pickup, ½ - 3/4 ton (2 or 4-wheel drive)
Planning and Community Development	Inspections, Codes Enforcement	Compact pickup truck, SUV
Stormwater	Supervisor and Support Staff	Super Duty Pickup Truck, Sterling Gapvac, GMC Dump truck, John Deere Backhoe, Bush Hog
Wastewater	Manager, Supervisor, and Support Staff	Compact SUV, Super Duty pickups, Sterling Gapvac, Freightliner Dump truck, John Deere Backhoe, Super Duty TV Truck, Bobcat

Category	Use	Type/Size
Water	Administrative and Support Staff	Medium and Super Duty pickup trucks, Freightliner Dump Truck, John Deere Backhoe, John Deere Excavator

7. EQUIPMENT PURCHASE AND FINANCING

The Finance Department will process the purchase order according to the replacement schedule submitted by Fleet Services based on the adopted replacement schedule and as authorized in the Capital Improvement Plan.

Financing Mechanism

When purchasing vehicles and/or equipment, the Finance Department will use the most cost effective financing mechanism that is most advantageous to the City. The City may establish a lease/purchase plan where a group of vehicles and equipment scheduled to be replaced will be purchased once every five (5) years. The funding source would be debt service millage, the capital projects fund, and/or fund balance from the respective enterprise fund.

Additions to Stock

Additions to the fleet must occur through the annual budget process. When feasible, replaced vehicles may be reassigned to other departments where there is a need. Replacing a vehicle with a new one and keeping the replaced vehicle and, thereby, increasing the size of the fleet is not permitted without (a) including the appropriate additional operating and maintenance costs in the budget; (b) the recommendation of the Fleet Superintendent; and (c) approval from the City Administrator and Council.

Review of and Deletions from Stock

Fleet Services will review the utilization of each vehicle/equipment annually. In the event that sufficient mileage/hours cannot be maintained annually or the repairs are cost prohibited, the vehicle/equipment will be scheduled for deletion from inventory and sold on GovDeals. Sale proceeds will be credited to the respective fund that financed the purchase of the vehicle or equipment.

Utilizing the above-referenced vehicle and equipment replacement standards, when Fleet Service determines that a vehicle and/or an equipment needs to be replaced, Fleet Services will notify the Finance Director of its intent to delete the equipment from inventory. Fleet Services will submit to the Finance Director a list of all excess stock for disposal, along with an estimated salvage value. After the equipment is sold or completely disposed, the asset would be removed from the City's inventory.

Replacement of Total Losses

Depending on the circumstances, the City will follow the outlined scenarios in cases of total

losses:

- a) Through the annual budget process, the City will schedule the replacement of the vehicle or equipment during the following fiscal year using insurance proceeds and additional funds from the debt service millage, the capital projects fund, and/or fund balance from the enterprise funds; or
- b) If no additional funds are required beyond the insurance proceeds to replace a total loss, with the approval of Council, the City will strive to replace the vehicle or equipment in the same fiscal year when the total loss occurred; or
- c) If the replacement is needed in the same fiscal year the total loss occurred and additional funds are required, Council must approve the difference between the purchase price of a new vehicle or equipment and the insurance proceeds received as an amendment to the budget ordinance—through an ordinance and a public hearing—for the unbudgeted additional spending.

8. OPERATING STANDARDS

Fleet Services Charges

The annual operating budget will include a Fleet Services allocation for maintenance, repairs, etc. for each department. Fleet Services will charge each department its cost for maintaining and servicing vehicles and equipment.

Fuel Charges

Reports of fuel usage by driver PIN number, vehicle card number and department will be reviewed monthly by department heads and by the Fleet Superintendent to verify invoiced amounts and identify any irregularities, according to Section 5 of the Vehicle Management Program policy.

Fuel Cards

Department Heads must notify the Office Manager at the Department of Public Works, by email, to activate or deactivate employee fuel PIN numbers. Department heads or designees should send an email request to the Office Manager to order or replace fuel cards. See also Section 5 of the Vehicle Management Program policy.

Preventative Maintenance Schedules

Fleet Services will perform mandatory annual maintenance evaluations of each vehicle, in addition to the maintenance schedule pursuant to the manufacturers' recommendations and necessary repairs. Following the manufacturer's maintenance manual, Fleet Services will schedule each vehicle and equipment mandatory maintenance. Vehicles will have "Next Service" stickers and it shall be the responsibility of the vehicle user to monitor the service date and make an appointment to have the maintenance service completed. It is the responsibility of vehicle users and Fleet Services to make sure that all vehicles are serviced as scheduled.

If the vehicle user does not schedule appropriate preventative maintenance, the using department director will be notified. Upon notification and concurrence of the using department

director, Fleet Services shall secure the vehicle and complete the required service. It is the responsibility of the department directors to ensure that vehicles and equipment are properly maintained for the safety of employees.

Repair Procedures

Fleet Services will make the decision concerning when and how to repair a vehicle and inform the using department the cost implications of such repairs prior to completing the work. Since the using department is responsible for funding the repair, the department may delay such repair. However, such delay may result in Fleet Services removing the vehicle from service until the repair is complete.

Inventory and Condition Assessment

Fleet Services will maintain an updated Vehicle and Equipment Maintenance and Inventory Report ("Report") by department. The Report will include such things as make, type, purchase date and price, insurance cost, and maintenance and repairs costs, and the year when the vehicle or equipment is slated for replacement according to Section 5 (Evaluation and Replacement Standards) of this policy. Annually, in October, Fleet Services will confer with the Finance Director to discuss the conditions of the fleet and make recommendations to replace vehicles and equipment.

9. INSURANCE

The Human Resources/Risk Manager will enter respective vehicle(s) into the Municipal Association of South Carolina (MASC), South Carolina Municipal Insurance and Risk Financing Fund (SCMIRF) Underwriting Portal as an endorsement for approval. Once the endorsement is reviewed and approved by SCMIRF, the HR/Risk Manager is notified via email. This approval information is relayed to the Fleet Services Superintendent. Insurance cards are provided once a year by SCMIRF which covers all fleet vehicles. SCMIRF provides an auto schedule in their annual coverage contract, which is broken down by department. The contract coverage period is from 01/01/xxxx to 01/01/xxxx of the following year. This information will be relayed to the Fleet Services Superintendent once received. SCMIRF bills the City of Georgetown semi-annually for coverage.



CAPITAL ASSESSMENT FOR VEHICLE AND EQUIPMENT PURCHASES

DEPARTMENT HEAD/MANAGER: _____

DEPARTMENT: _____

REPLACEMENT

Equipment # _____

Year _____

Make _____

Model _____

Body _____

Style/Type _____

Mileage _____

CAPITAL REQUEST

Equip/Veh. _____

Type _____

Fiscal Year _____

Make _____

Model _____

Body _____

Style/Type _____

JUSTIFICATIONS

**INSERT
VEHICLE/EQUIP PICTURE**

COMPLETED BY FLEET SERVICES MANAGER

CALCULATIONS UNDER VEHICLE AND TRUCK REPLACEMENT POLICY

TOTAL MAINTENANCE COSTS: _____

TOTAL REPAIR COSTS: _____

REPLACEMENT/NEW COSTS: _____

1 Current Year _____ minus Purchase Year _____

2 Current Mileage _____ divided by (12,500) _____

3 Overall Condition: 1 TO 5 _____

4 Type of Service: 1 TO 5 _____

5 Service History: 1 TO 5 _____

6 Maintenance _____ 1 TO 5 divided by _____

Cost: _____ Purchase Cost: _____ 100%

TOTAL

0

FLEET MANAGER RECOMMENDATIONS

_____ Indicates that this vehicle is obsolete/unusable.
Fleet Services recommends that this vehicle be replaced.

Attachment: Vehicle and Equipment Replacement Policy (3186 : Vehicle and Equipment Replacement

VEHICLE AND EQUIPMENT REPLACEMENT POLICY

SANDRA E. YÚDICE, PH.D.

CITY ADMINISTRATOR

OCTOBER 22, 2020



Why this Policy?

- Effective fleet and equipment replacement program
 - Controlling fleet and equipment performance
 - Maintenance, suitability, availability, reliability, safety, and environmental impacts
 - Planned maintenance, repairs, and replacement of vehicles and equipment
 - Administered by the Fleet Services Department
 - Assist department directors in planning for future equipment needs
 - Anticipate short term needs rather than annual needs when developing operating and capital budgets
 - Having a consistent payment schedule

Purpose

- Provide efficient and effective delivery of services
 - Maintain a fleet that is safe, reliable, and cost effective
 - Preserving the vehicle value and equipment investment
 - Mandatory preventative maintenance and best management practices
- Goals
 - Safety of employees and the public
 - Standardization
 - Fleet specifications
 - Establish controls: budget and costs

Guidelines

- Responsibility
 - Fleet Superintendent
- Purchasing based on needs
- Mandatory repair and maintenance based on manufacturers' schedules
- Insurance
 - In consultation with Risk Manager ensure that fleet and equipment has proper insurance coverage

Replacement Standards

- Replacement standards
 - Based on miles, hours, or recommendations from National Fire Protection Association
- Replacement schedule
 - Budget process or as needed in case of total losses

Vehicle Type	Assignment	Standard Life	Miles/Hours
Sedans	Administrative Support	10-15 years	150,000 miles
Pickups	Public Works/Water/Electric	10 years	110,000 - 150,000 miles
Utility Vehicles (SUVs)	Public Works/Water/Electric	10 years	110,000 - 150,000 miles
Patrol Cars	Police	4 years	90,000 - 130,000 miles
Unmarked Cars	Police	10-15 years	100,000 - 130,000 miles
Garbage Trucks	Public Works	10 years	75,000-100,000 miles
Dump Trucks	Public Works/Water/Electric	10 years	75,000-125,000 miles
Sweeper	Water	10 years	45,000-75,000
Vactor Truck	Water	10 years	85,000-110,000
Tractors	Public Works/Water/Electric	10 years	10,000 hours
Backhoe	John Deere	10 years	10,000 hours
Small Farm Tractor	New Holland	10 years	8,000 hours
Fire Engines	NFPA: properly maintained Fire Engines should move to Reserve status after 15 years of service and brought up newest standard.		
Fire Engines (Reserve)	NFPA: properly maintained Reserve Fire Engines in compliance with newest standards should be removed from service after 25 years of service.		

Specification Standards

- City of Georgetown logo
 - Each side of the front doors
 - Name of the assigned department
- Exceptions
 - Administrator
 - Fire Chief and Assistant Fire Chief
 - Police Chief and unmarked vehicles
- ‘NO SMOKING’ decal inside
- No alterations
 - Section 2.f of the Vehicle Management Program
 - “Employees are prohibited from altering City owned vehicles by adding any personal decorations, signage, or items that reflect their personal views/beliefs that may cause misrepresentation of the City in any way.”

Specification Standards (cont.)

Assigned Department	Color
Administrator (unmarked)	Silver
Police Chief (unmarked)	Silver
Police unmarked vehicles	Different colors
Fire Department (Fire Chief and Assistant Fire Chief will be unmarked)	Red (as determined by the Fire Association)
All City Departments, including police patrol vehicles	White

Category	Use	Type/Size
Administration	Support staff	Compact SUV, sedan
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	Ford	F150 /250/550
	Line Trucks / Pole Truck	Heavy Duty Utility Truck
Engineering	Inspections, projects	SUV, pickup truck
Law Enforcement/Public Safety	Patrol	Sedan, SUV, pursuit patrol
	Unmarked (Investigative)	Sedan, SUV
	Crime Scene (Forensics Crime Lab)	Medium Pickup truck
	Fire/Emergency Response, Hazmat	Truck, Pickup, 3/4 ton Truck, Utility, SUV (4-wheel drive)
	Crime Prevention	Sedan
	Parking	Sedan, John Deere, Gator
Municipal Court	Support staff	Compact SUV, sedan
Public Works	Grounds Maintenance	Truck, Medium or Heavy Duty Pickup, ½ - 3/4 ton (2 or 4-wheel drive)
	Keep Georgetown Beautiful	Light or Medium duty pickup truck, SUV
	Recycling	Super Duty Pickup Truck
	Streets	Medium Pickup, ½ - 3/4 ton (2 or 4-wheel drive)
Planning and Community Development	Inspections, Codes Enforcement	Compact pickup truck, SUV
Stormwater	Supervisor and Support Staff	Super Duty Pickup Truck, Sterling Gapvac, GMC Dump truck, John Deere Backhoe, Bush Hog
Wastewater	Manager, Supervisor, and Support Staff	Compact SUV, Super Duty pickups, Sterling Gapvac, Freightliner Dump truck, John Deere Backhoe, Super Duty TV Truck, Bobcat
Water	Administrative and Support Staff	Medium and Super Duty pickup trucks, Freightliner Dump Truck, John Deere Backhoe, John Deere Excavator

Purchase and Financing

- Lease/purchase plan
 - A lot of vehicles and equipment scheduled to be replaced
- Purchased once every five years
- Funding source
 - Debt service millage, capital projects fund, and/or fund balance from respective enterprise fund

Review and Deletions from Fleet

- Additions to the fleet will be done through the budget process and requires approval from City Administrator and Council
- Fleet Services will review the utilization of each vehicle/equipment annually
- Vehicle/equipment will be scheduled for deletion from inventory and sold on GovDeals
 - Sale proceeds will be credited to the respective fund that financed the purchase of the vehicle or equipment

Replacement of Total Losses

- Through the annual budget process
 - Schedule replacement during the following fiscal year using insurance proceeds and additional funds from the debt service millage, the capital projects fund, and/or fund balance from the enterprise fund; or
- If no additional funds are required beyond the insurance proceeds
 - With Council approval, replace in the same fiscal year when the total loss occurred; or
- If the replacement is needed in the same fiscal year the total loss occurred and additional funds are needed
 - Council must approve the difference between the purchase price and the insurance proceeds received as a budget amendment — through an ordinance and a public hearing — for the unbudgeted additional spending

Operating Standards

- Fleet charges
 - Annual allocation through budget process to charge services to departments
- Use of fuel cards and fuel charges
- Preventative maintenance
 - Mandatory
 - Users and department directors responsible
- Insurance

Next Steps

- Request Council's approval
 - November 19th meeting

Questions and Answers



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

ACTION ITEM

DOC ID: 3187 A

Council Meeting Date:	17 December 2020
Department:	Administration
Issue Under Consideration:	Motion to approve Willis HR Consulting Services Agreement for a payment not to exceed \$38,000.00
Amount Requested:	\$38,000.00
Is Item in Current Budget?	No
If no, please explain:	Item has been requested in the FY2021 Budget Amendment
Financial Impact:	Reduction of the general government professional services line item.
Points to Consider:	This study will be conducted to provide recommendations of market/internal structure alignment; to structure organization roles; and reclassify the current pay scale in order to competitively retain employees.
Options:	Approve or Disapprove
Staff Recommendation:	To approve the classification and compensation study.

Reviews:

Gladys Rutledge-Livingston Completed 12/09/2020 9:33 AM
 Finance Completed 12/09/2020 10:50 AM
 City Attorney Completed 12/10/2020 1:14 PM
 Sandra E. Yudice Ph.D. Completed 12/10/2020 1:37 PM
 Stephanie Buccione Completed 12/11/2020 11:38 AM
 Georgetown City Council Pending 12/17/2020 5:30 PM

Attachments:

1. 1 HR-ServiceAgreement-CityofGeorgetown-12.10.20 (PDF)

**THIS AGREEMENT IS SUBJECT TO ARBITRATION PURSUANT TO THE UNIFORM ARBITRATION ACT OF
SOUTH CAROLINA, S.C. CODE ANN. § 15-48-10, ET SEQ.**



HR Consulting Services Agreement

This HR Consulting Services Agreement (the "Agreement") is entered on _____, 2020 but effective on January 5, 2021 ("Effective Date"), by and between Willis Professional Services, LLC, a South Carolina limited liability company d/b/a Willis HR Advisory Group ("WHG"), whose principal office is located at 808 Lady Street, Suite D#5 Columbia, SC 29201, and City of Georgetown ("Client"), whose principal office is located at 417 Wood Street, Georgetown, SC 29440 (WHG and Client may be collectively referred to as the "Parties" or individually as "Party").

RECITALS

WHEREAS, WHG is engaged in the business of providing human resources (HR), and/or other related professional services to various business entities and/or individuals;

WHEREAS, Client desires to engage WHG to provide certain services, under the terms and conditions set forth below:

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Purpose. WHG agrees to provide HR services, as set forth herein. Client acknowledges and agrees that nothing in this Agreement creates or is intended to create an employment relationship between WHG and Client, or an employment relationship between WHG and candidates, vendors, or partners recruited by WHG. Client acknowledges and agrees that in performing the Services (as hereinafter defined), pursuant to this Agreement, WHG is acting solely under its own control as an independent contractor.

2. Term. This Agreement shall commence on the Effective Date and, unless otherwise terminated pursuant to the terms hereof, remain in full force and effect for (12) months from the Effective Date or upon completion of the Services Provided set forth in Section 3, whichever comes first (the "Term"), at which time the terms of the Agreement shall be deemed satisfied and this Agreement expired.

3. Services Provided and Obligations of WHG. As set forth in more detail in the Scope of Work listed in Appendix I on this Agreement, the services to be provided by WHG for Client include (the "Services"):

- A.** HR interviews with staff, research and creation of job descriptions for each position
- B.** Compensation benchmarking, pay equity by employee, and establishing market rates
- C.** WHG shall maintain professionalism in all conduct with Client and its representatives.

4. Service Fees.

A. In consideration for Services rendered, Client agrees to pay WHG a total of \$38,000 (the "Service Fees"). If additional consultation or services are requested beyond those defined in Section 3, Client will be billed an hourly rate or an agreed upon project fee. Client's failure to pay any installment of the Service Fees, in full, may result in the termination of Agreement, a disruption in the Services, and the collection of all unpaid Service Fees, for the remainder of the Term, in order for WHG to continue providing the Services.

B. Client shall pay all fees upon delivery of the invoice to client. Payment shall be made by check, cash, credit card, or ACH. A 3% processing fee will be added if paying by credit card. If payment is refused by Client's bank for any reason, Client agrees to pay all bank or other service charges imposed on WHG. If Client fails to make payment as provided herein, Client understands WHG may suspend the provision of the Services until Client's account becomes current.

C. All payments will be applied to the most recent invoice issued to Client. WHG retains the right to apply any overpayment to subsequent invoice(s) issued to customer.

5. Obligations and Duties of Client.

A. Client shall maintain professionalism in all conduct with WHG and its representatives.

B. Client understands that all advice and counsel are recommendations, final decisions are the responsibility of Client.

C. Client agrees to maintain email and phone communication with WHG and its representatives.

D. Client agrees to not violate Title VII of the Civil Rights Act of 1964, the Americans With Disabilities Act ("ADA"), the Age Discrimination and Employment Act, or any similar law, rule, or regulation, enacted and/or amended by any federal, state, or local governmental entity governing employment relationships generally, as properly applied to Client during the agreement term.

6. Client Representations.

A. Client represents, warrants, and covenants that it is an individual, sole proprietorship, or corporation, partnership, limited partnership, or limited liability company in good standing, and that the undersigned officer or representative is duly authorized to enter into this Agreement.

B. Client represents, warrants, and covenants that it is a duly organized business entity admitted to do business in all states in which it conducts business and has all license and permits necessary to operate its business.

C. Client warrants it has fully disclosed to WHG all investigations, lawsuits, claims, labor proceedings, employment related claims, or other adversary proceedings involving Client prior to signing this Agreement.

7. Confidential Information

The Parties acknowledge Client is a public body subject to the South Carolina Freedom of Information Act (FOIA), and that all documents are subject to release to the public unless exempt from disclosure under the FOIA or prohibited from release.

If WHG contends a document is proprietary, it shall mark any such documents. If a FOIA request for documents identified as proprietary is received, the City agrees to promptly notify WHG. The City agrees not to disclose "trade secrets" or other commercially valuable plans or processes so marked. §30-4-40(a)(1)" absent a court order, and either party may seek protection from disclosure by filing an appropriate action in Circuit Court. If litigation is commenced against the City under the FOIA, WHG to indemnify the City for all fees and costs (including a FOIA plaintiff's attorney's fees if awarded by the Court) incurred by the City in defending a FOIA violation action to exempt WHG's marked proprietary documents from release.

Other than as required to be disclosed under the FOIA, WHG and Client each agree to keep confidential and not to use, except for the purpose of meeting their respective obligations under this Agreement, the Confidential Information (as defined below) of the other Party. These obligations of confidentiality and non-use shall continue during the Term of this Agreement and after termination. These obligations of confidentiality and non-use shall not apply to Confidential Information which is (i) in the possession or control of the receiving Party prior to the time of disclosure hereunder; (ii) at the time of disclosure or thereafter becomes public knowledge through no fault of the receiving Party; (iii) lawfully obtained by the receiving Party from a third party under no obligation of confidentiality to the disclosing Party; (iv) developed independently by personnel of the receiving Party who had no access to the Confidential Information of the disclosing Party; or (v) is required to be disclosed pursuant to, or required by, law or legal process, provided that receiving Party shall promptly disclose such request to the disclosing Party. The term "Confidential Information" shall mean all information which the disclosing Party deems to

be confidential and proprietary and marked as such (including, but not limited to, data, test results, electronic information, know-how, technical and non-technical materials and specifications, and personally private employee salary or benefit information) and which disclosing Party delivers to the receiving party pursuant to this Agreement. Confidential Information is to be destroyed upon termination of this Agreement.

8.Arbitration. All claims and disputes arising under or relating to this Agreement are to be settled by binding arbitration in the State of South Carolina. In the event either Party to this Agreement incurs any expense as a result of the other Party's failure to comply with any portion of this Agreement, the non-complying Party shall be liable for reimbursement of any and all such expenses or attorney's fees directly or indirectly related to failure to comply. In the arbitration itself, each Party shall bear its own attorney's fees. The following disclosures are intended to help you thoroughly understand the significance of agreeing to arbitrate any controversy or claim, or any issue in any controversy or claim, which may arise between the Parties. Unless the Parties agree otherwise as to a particular dispute, any arbitration pursuant to this Arbitration Agreement shall be initiated with and conducted by the American Arbitration Association ("AAA"). The arbitration will be conducted in accordance with the Employment Arbitration Rules current at the time the arbitration is requested, except as indicated herein. AAA Rules may be obtained at <http://www.adr.org> or by calling 1-800-778-7879. If the AAA Rules current at the time the arbitration is requested are in conflict with the procedure below, then the AAA Rules shall supersede the stated procedures.

A. Form of Arbitration and Waiver of Multi-Plaintiff Litigation. In any arbitration, any claim shall be arbitrated only on an individual basis and not on a class or private attorney general basis. The Parties expressly waive any right to arbitrate as a class representative, as a class member, in a collective action, or in or pursuant to a private attorney general capacity, and there shall be no joinder or consolidation of parties. All arbitration shall be brought on a separate and individual basis.

B. Location of Arbitration. Arbitration shall be held in the State of South Carolina.

C. Submission of Claims. To assert a claim, a Party must demand arbitration through the forms provided by the AAA and in compliance with AAA rules, both of which may be found at <http://www.adr.org> or by calling 1-800-778-7879. A Party must submit a copy of the request for arbitration by certified mail/return receipt requested to **808 Lady Street Suite D, Columbia, SC 29201.**

D. Time Limitations. Claims must be submitted to AAA and mailed to opposing counsel within the applicable statute of limitations, as allowed under applicable law. If either WHG or the Client wishes to assert a claim, the submission of the claim to the opposing Party must be made by written request for arbitration and mailed by certified mail/return receipt requested. Any claim not submitted to AAA and mailed to the opposing Party as a written request within the proper time length is waived.

E. Authority of Arbitrator. The arbitrator has the authority to award relief to the Parties, and the arbitrator's authority is as binding as a decision in a matter litigated in the courts. The Arbitrator shall have the authority of a trial court judge sitting without a jury, but may not add to, modify, invalidate or ignore any provision of this agreement to arbitrate or the AAA Rules, nor may the Arbitrator invoke any basis for a ruling other than controlling law. Questions of arbitrability, including the validity of this Agreement and the class and collective action waiver contained herein, shall be decided by a court, not by an arbitrator. Either Party shall have the right to petition the court to decide such questions of arbitrability. The arbitrator shall have no power under this Agreement to consolidate claims and/or to hear a collective or class action. In addition to requirements imposed by law or by AAA, any arbitrator used shall be a retired state or federal court judge, or licensed attorney with arbitration experience and at least ten (10) years' experience as a lawyer, as mutually agreed to by the Parties, and shall be subject to disqualification on the same grounds as would apply to a judge of a court of relevant jurisdiction. The arbitrator shall follow controlling law and issue a decision in writing within forty-five (45) days of the arbitration hearing and issue a supporting opinion based on applicable law. The decision and supporting opinion may be appealed, as described below, within ninety (90) days of issuance of the decision. If the decision and supporting opinion are not appealed, then the decision is final, binding, and conclusive on the Parties and may be entered in any court of competent jurisdiction. At either Party's election, such decision and supporting opinion may be appealed to another arbitrator ("Appellate Arbitrator"), who shall be chosen in the same manner as described above. The Appellate Arbitrator shall apply to the underlying decision and opinion the same standard for review of civil cases as an appellate court in the relevant jurisdiction and issue a decision in writing with a supporting opinion based on such review and applicable law. The Appellate Arbitrator's decision shall be final, binding and conclusive on the Parties and may be entered in any court of competent jurisdiction. Any further action to enforce or vacate an award from an Arbitrator or Appellate Arbitrator shall be governed by the Federal Arbitration Act.

F. Fees and Costs of Arbitration. The Party who requests arbitration shall pay the AAA filing fee subject to any caps imposed by AAA Rules. The Parties are responsible for paying their own fees and expenses associated with hiring an attorney, experts, witnesses, and costs in preparing for the arbitration (such as preparing a brief). As provided hereinafter, the Arbitrator will have authority to award attorneys' fees to the prevailing Party.

9. Termination

A. This Agreement shall be in effect from the Effective Date until the earlier of the end of the Term and the date either Party notifies the other of its desire to terminate this Agreement, after the notice period provided for hereinafter. Both Parties have the right to terminate this Agreement after the payment of the initial Service fees and delivery of the corresponding services are rendered, for any reason, with or without cause, by providing thirty (30) days' written notice. This Agreement shall terminate immediately upon a material breach of the representations, warranties, covenants, and/or obligations set forth herein or illegal practices.

B. WHG may terminate this Agreement immediately without notice for the following material breaches by Client:

1. The failure to make any payment due as stated in this Agreement.
2. The threat of, or actual filing by or against Client for bankruptcy, reorganization, or appointment of a receiver, supervisor, assignee, or liquidator over its assets or property.
3. The breach of any other provision of this Agreement

C. Upon termination of this Agreement, Client agrees to pay all outstanding invoices and fees due to WHG. WHG agrees to provide and render services for all corresponding payments.

10. Non-Employment. WHG, its members, managers, officers, directors, agents, employees, and assigns, are not employees of the Client, and nothing in this Agreement creates or is intended to create any employment relationship between WHG and Client. In all respects, WHG and its members, managers, officers, directors, agents, employees, and assigns are, and shall be deemed to be, an independent contractor of Client.

12. Miscellaneous Terms

A. Applicable Law. This Agreement shall be governed by the laws of South Carolina, and both Parties consent to venue and personal jurisdiction over them in the courts of the State of South Carolina, including federal courts, for purposes of construction and enforcement of this Agreement.

B. Entire Agreement. This Agreement and any attached Exhibits, Appendices, Schedules, or applicable Addenda constitute the entire understanding between the Parties, with respect to its subject matter, and supersedes all prior agreements and understandings, written or oral, with respect to its subject matter.

C. Modification. This Agreement may not be altered or amended except by written agreement by both Parties.

D. Assignments. This Agreement cannot be assigned by either Party without the written consent of the other Party.

E. Severability. Should any term, condition, or provision of this Agreement be held to be invalid or unenforceable, all remaining terms, conditions, and provisions of this Agreement shall remain in force and shall stand as if the unenforceable part did not exist.

F. Litigation Expense. If legal action(s) or other proceeding(s), including arbitration, are brought for the enforcement of this Agreement or because of an alleged breach, default, or misrepresentation in connection with the provisions of this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and other expenses incurred in such action from the unsuccessful Party, in addition to any other relief to which it may be entitled.

G. Notices. Any notice or other communication required shall be deemed to be properly given if placed in writing and delivered personally, upon receipt if sent via e-mail, or within three (3) days of mailing if sent by U.S. Mail to the following addresses:

WILLISHR
808 Lady Street, Suite D.
Columbia, SC 29201
Jada@willishr.com

CITY OF GEORGETOWN
Sandra Yúdice, Ph.D., City Administrator
417 Wood Street
Georgetown, SC 29440

CC: Gladys Rutledge-Livingston, Human Resources/Risk Manager
glivingston@georgetownsc.gov

H. Waiver. The failure of any Party to enforce, at any time, the provisions of this Agreement shall not be construed as a waiver of any provision or of the right of such Party thereafter to enforce each and every provision of this Agreement.

I. Headings. The headings of this Agreement are inserted solely for the convenience of reference. They shall in no way define, limit, extend or aid in the construction, extent or intent of this Agreement.

J. No Third-Party Beneficiary. The Parties acknowledge and agree that this Agreement creates no rights for or in favor of any person or third party not a party to this Agreement, and that no such person may place any reliance hereon.

K. Independent Legal Advice. Client acknowledges that it is solely responsible for obtaining independent legal advice regarding this Agreement and the relationship created hereby.

L. Interpretation. With respect to any dispute concerning the meaning of this Agreement, this Agreement shall be interpreted as a whole with reference to its relevant provisions and in accordance with its fair meaning, and no part of this Agreement shall be construed against WHG on the basis that WHG drafted it. This Agreement shall be viewed as if prepared jointly by WHG and Client.

M. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original. The Parties agree that electronic signatures and signatures transmitted via email shall be treated as original.

SIGNATURES ON NEXT PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement and caused this Agreement to be executed on the day, month and year first above written.

WILLIS PROFESSIONAL SERVICES, LLC

By: Jada Willis
Its: Authorized Signatory

CITY OF GEORGETOWN

By: Brendon M. Barber, Sr.
Its: Mayor

Appendix 1: Scope of Work

HR Services	Fee:	Fee Installments
Interview with each department and/or job titles Establish consistency in standard job descriptions/verbiage	\$13,000 – one-time fee	\$3,000 upon signing contract \$5,000 on February 26, 2021 \$5,000 on March 31, 2021
Establishing market rates for up to 144 positions (Job Title) Defining low, mid-point, and high (Job Title up to 144) Benchmark for existing salary ranges within the defined job titles Utilization of local, state, and national data points to identify ranges and create recommendations Provides individual pay equity by employee	\$25,000 – one-time fee	\$25,000 on April 30, 2021

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3190)**

Meeting: 12/17/20 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 3190

November 2020 Electric Utility Department Report

MAYOR
BRENDON M. BARBER, SR.

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
HOBSON H. MILTON
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMALLS

Electric Utility Department
Alan J. Loveless, P.E.
Director of Electric Utility
Office: (843) 545-4600
Fax: (843) 527-7591

December 8, 2020

Following is a brief summary of major activities in the Electric Utility Department for November 2020:

Much of our normal work flow has obviously been disrupted because of the pandemic. Unfortunately, utility work does not lend itself to telecommuting or working remotely from home. We continue to take care of work as normal, while taking extra precautions regarding distance and hygiene.

We were successful in predicting the monthly Santee Cooper system peak for November and were running the peak shaving plant during the correct hour. Unfortunately, only Gen 2 was available at the time of the peak due a problem with Gen 1. The manufacturer had to replace the control panel and it took about a week and a half to get the replacement control panel and get it replaced, and the peak occurred during the time the repair was being made. The repair is complete and we have had two successful runs in December thus far.

We are expecting a check in early December as part of our share of the settlement in the class-action lawsuit against Santee Cooper. A court ruled that Santee Cooper over-collected rates from all of its customers from 2007 through January of 2020. The total settlement awarded by the court is \$520 million, and will be paid in two installments (late November 2020 and November 2022). I do not know how much our share will be but the check we receive this year should represent somewhere around 70% to 75% of our total share, with the remaining 25% to 30% to come in two years.

We have accomplished significant work in the Orange Street parking lot in association with the overhead to underground conversion in the 800 block of Front St. This work has been challenging because of wet conditions and the possibility of undermining portions of the wall that are to remain. We are going to install additional conduit and underground primary line out to the street because of future plans to re-pave the entire parking lot. By doing this, we should not have to dig up the parking lot in the future for any foreseeable reason. The conduit is complete, the transformers have been placed, and secondary conductors are in place and waiting for customers to convert their services from overhead to underground. All of this work has been completed, except for two customer conversions. We cannot complete this work until the customers do some work on their side.

As is the case every November, much of the month was dedicated to decorating the City for Christmas. This is always a very time consuming project, and was more of a challenge this year because our normal work load is heavier due to the many homes being built in the City. We had some much appreciated assistance from Liberty Steel in placing the garland on Front Street, while our crews placed the pole decorations and the tree in Francis Marion Park.

P.O. Box 1146
Georgetown, SC 29442

Attachment: november20 (3190 : November 2020 Electric Utility Department Report)

Our tree crew participated in the residential clean sweep project on Fridays in November. They assisted with the pick-up of yard debris through the designated areas of the West End. They will be available as this project continues in other parts of the City in future months.

In late 2019, I attended a meeting conducted by the Green Infrastructure Center (GIC) and the SC Forestry Commission. GIC has obtained a grant to evaluate public tree inventories in communities along the east coast and provide actionable plans as to what needs to be done to make the public tree infrastructure more resilient. The City's public tree inventory will be included in this study. It appears, at first glance, that this study is exactly what we need to address the aging tree canopy in the City, especially in the Historic District. While the study will not resolve our issues for us, it should provide us with expert opinions on what our tree canopy needs. This should be in the form of recommendations that can be presented to Council for budgetary considerations in coming years. A meeting of stakeholders was held in March, along with a public information meeting. GIC is already working on maps of some areas within the study, but they have not done much work on the City's tree canopy yet. They do intend to spend some on this in the near future, but I have not heard from them recently due to the pandemic. There is nothing new to report on this.

Second reading for the interim rate allowing customers to install solar generation on their side of the meter was passed by Council in the October meeting. I have now received two applications for residential rooftop solar installations. These applications are in the review process at this time.

Cooper continues to provide us with replacement water nodes as warranty replacements to allow us to do a better job of staying ahead of failed nodes prior to billing reads. Our meter technicians are working to get these nodes installed as time permits. We are still experiencing a high re-read rate because of this. We are starting to experience failure of some of the new nodes that have been provided by Cooper. Our re-read is staying very high because of this. Cooper has now acknowledged a high failure rate for the new nodes. We are not working with them to attempt a repair or replacement strategy. I have asked that a representative from Cooper visit us to assist with searching for the locations of non-working nodes.

The November safety meeting was held virtually via an online presentation. The topic was safe driving.

Other statistics of interest for November:

• Cut-on – regular	163
• Cut-off – regular	125
• Cut-off – non-pay	275
• Non-pay restores	231
• Re-read orders	1562
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	130
• Total orders worked	2373

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3177)**

Meeting: 12/17/20 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 3177

Engineering Monthly Report_November 2020



**City of Georgetown
Engineering Monthly Report
November 2020**

Engineering - Orlando Arteaga, P.E.

Date: December 3, 2020

CAPITAL IMPROVEMENT PROJECTS (CIP) STATUS UPDATE

PLANNING

1. WTP Secondary Sedimentation Basin
2. PW's Building Renovations and Addition
3. Front Street Tree Lighting Project

DESIGN

1. Maryville School Lift Station

- Engineer: The Wooten Company
- Design Fee: \$47,816
- Notice to Proceed: 10/2/2020
- Status:
 - Held kickoff meeting with consultant on 10/20/20.
 - Lift station drawdown test performed on 10/27/2020.
 - Wetland delineation performed this month.
 - Site survey scheduled for mid-December.

CONSTRUCTION

1. Queen Street Drainage Improvements

- Engineer: Stantec Consulting
- Contractor: Gulf Stream Construction Co. Inc.
- Bid Amount: \$222,453.25
- Change Order #1: \$12,866.90
- Revised contract amount: \$235,320.15
- Construction Notice to Proceed: 5/26/2020
- Status:
 - All revised USACE and OCRM permits are approved.
 - Due to the late underground and overhead utility removals and the upcoming holidays, the construction start of this project has been rescheduled for early January.



**City of Georgetown
Engineering Monthly Report
November 2020**

SCDOT ENCROACHMENT PERMITS PROCESSED:

1. Duke Street

FLOODING COMPLAINTS:

1. None

GENERAL ACTIVITIES

1. RFQ for architectural/engineering (A/E) services for Public Works building renovations and addition project issued on 10/14/2020. Three (3) Statement of Qualifications were received on 11/12/2020 and have been reviewed and scored by project review committee. Raymond Engineering-Georgia, Inc. has been identified as the top qualified consultant.
2. RFQ for engineering services for WTP Secondary Basin project issued on 10/14/2020. Two (2) Statement of Qualifications were received on 11/12/2020 and have been reviewed and scored by project review committee. WK Dickson has been identified as the top qualified consultant.
3. Prepared and assist Purchasing with Front Street Lighting bid package. Bid is due on 12/16/2020.
- 4 CDBG-MIT pre-application for West End Stormwater Improvements project grant has been approved for further review. A new application under the Infrastructure Program is due 12/18/2020.
5. Worked with city attorney in preparing four (4) easement agreements with County, Robinson, Pabco, and Bethel AME church in anticipation of EDA grant approval.
6. Attended meeting with Richmond Place Apts. developers and other city officials to discuss site activities.
7. Inspected Lincoln Street Apartments new site.
8. Attended virtual meeting with GSATS, SCDOT, and city administrator regarding Black River Road widening project.



**City of Georgetown
Engineering Monthly Report
November 2020**

9. Attended virtual meeting with county, Earthworks, and city administrator regarding Bulkhead at Constitution Park/CCU parking lot and EDA grant application.
10. Assisted PWs department with 5-year CIP.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3178)**

Meeting: 12/17/20 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 3178

November 2020 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

DECEMBER
2020



Fire Prevention Bureau

2020

NOVEMBER

Inspections	53
Violations Found	43
Buildings without Violations	37
Buildings Cleared of Violations	3
Violations Corrected	15
Violations Not Corrected	3
3rd Party Inspection Review	0

Assemblies Inspected:	2
Business Inspected:	22
Educational Buildings Inspected:	2
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutional Inspected:	2
Mercantile Inspected:	12
Residential Inspected:	8
Storage Buildings Inspected:	5

Construction Meetings:	1
Plans Review:	1
Test Conducted:	3
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	4
Citation Issued:	0

Public Education

Programs	2
Participants	21

Suppression Division

A Brief Look at Emergency Responses

NOVEMBER 2020

1. One Medical Call; One Unauthorized Burn; One Public Service Call
2. Five Medical Calls; One Electrical Short; Two Public Service Calls
3. Seven Medical Calls; One Detector Activation
4. Eight Medical Calls
5. Three Medical Calls; One MVA; One Detector Activation; Two Public Service Calls
6. Five Medical Calls; One Mutual Aid Call
7. Three Medical Calls; One Power Line Down; One Mutual Aid Call; One Public Service Call
8. Six Medical Calls; One MVA
9. Seven Medical Calls; One Scorch Burn
10. Five Medical Calls; One Public Service Call
11. One Medical Call; One Public Service Call
12. Ten Medical Calls; One MVA; One Gas Leak; One Mutual Aid; One Missing Person Search
13. Five Medical Calls; One False Call; Two Public Service Calls
14. Two Medical Calls; One Public Services Calls
15. Two Medical Calls
16. Three Medical Calls
17. Nine Medical Calls; One Unauthorized Burn; One Alarm Activation
18. Seven Medical Calls; One MVA
19. Three Medical Calls
20. Seven Medical Calls; One Mutual Aid Call; One Public Service Call
21. One Medical Calls; One MVA; One Public Service Call
22. Five Medical Calls; One Public Service Call
23. Eight Medical Calls; One MVA
24. Four Medical Calls; One Public Service Call
25. Five Medical Calls; One Alarm Malfunction; One Gas Leak
26. Eight Medical Calls; One Public Service Call
27. Three Medical Calls; Three Public Service Calls
28. Three Medical Calls; One Public Service Calls
29. Four Medical Calls; One Unauthorized Burn; One Missing Person Search; One Public Service Call
30. Six Medical Calls; Two Public Service Calls

Attachment: NOVEMBER 2020 FIRE REPORT (3178 : November 2020 Fire Report)



Total Call Volume	NOVEMBER		Year to Date	
	2020	2019	2020	2019
As defined by the National Fire Incident Report System				
Fires	2	1	33	46
Rescue Calls/EMS	153	185	1887	2148
Hazardous Conditions	5	2	55	332
Service Calls	31	35	329	520
Good Intent Calls	8	11	97	115
False Alarms	4	18	115	171
Weather/Flood	0	0	4	9
Special Incident Type	2	1	49	119
Total Calls	205	253	2569	3460

Save/Loss Analysis

	Losses	Property Values
NOVEMBER 2020	\$ 0	\$ 0
NOVEMBER 2019	\$ 0	\$ 0
Year to Date	\$ 169,869	\$ 70,358,093

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

Mutual Aid Calls

	NOVEMBER	YTD
To Georgetown County Fire	1	7
To Midway Fire	0	11
To other Departments	0	1
From Georgetown County Fire	0	4
From Midway	0	3
From other Departments	0	1

	NOVEMBER	YTD
Staff Training Hours	739.25	9835.73

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3180)**

Meeting: 12/17/20 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Natrona Simmons

Initiator: Isaac Williams

Sponsors:

DOC ID: 3180

November 2020 Fleet service Report

FLEET SERVICES MONTHLY REPORT (FY 2021)

Task	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Cummulative
Repairs	100	44	83	79	63								369
Preventative Maintenance	24	13	17	38	15								107
Tires repaired or Replaced	29	17	34	47	29								156
Services Past Due	-												-
Monthly Totals	153	74	134	164	107	-	-	-	-	-	-	-	632

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3192)**

Meeting: 12/17/20 05:30 PM
Department: Police Department
Category: Report
Prepared By: William Pierce
Initiator: Kelvin Waites
Sponsors:
DOC ID: 3192

GPD - November 2020 Monthly Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
HOBSON H. MILTON
CLARENCE C. SMALLS

Georgetown Police Department
KELVIN A. WAITES, CHIEF OF POLICE
Office: (843)545-4300
Fax: (843)520-5848

December 9, 2020

Honorable Mayor Brendon Barber, Sr.
And the Members of City Council
City of Georgetown, South Carolina

Dear Mayor Barber and Council Members:

During November 2020 the Georgetown Police Department participated with the City of Georgetown's Clean Sweep initiative. The police department's responsibility during the Clean Sweep was to have a prescription drug drop off point and a gun buyback location set up for the community. As a result, we bought back 13 guns and collected approximately 12 lbs. of prescription drugs. We will continue to conduct these operations for the duration of the Clean Sweep Program.

During November 2020 William Pierce was promoted to the rank of Major. Major Pierce was promoted and took over the vacant Major's position left open by the Retired Major Johnnie Deas.

On November 17th staff from the Georgetown Police Department attended the monthly collaborative behavioral meeting where entities/organizations within the city work to address the mental health issues of our citizens. During this meeting, law enforcement from the state of Florida shared their experiences dealing with the homeless and people suffering from mental disorders within their jurisdiction.

On November 19th staff from the Georgetown Police Department attended the retirement luncheon of Kenny Johnson, who is retiring as the Georgetown County Coroner.

During November 2020 the Georgetown Police Department supported the Cancer Foundation by participating in an initiative called "No Shave November." The officers donated money to the Cancer Foundation to have the right grow beards while keeping their faces neatly tripped for a certain time.

2222 Highmarket Street
Georgetown, SC 29440

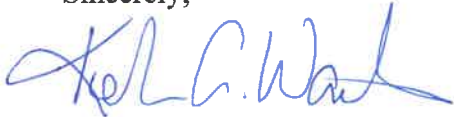
Mayor and City Council Members
December 9, 2020
Page Two

In November 2020 the Georgetown Police Department investigated the murder of Terrance Pinckney. Four suspects have been arrested in this case, one of which is waiting to be extradited from the state of Georgia.

During November 2020 we had interviews to fill a vacant Victim's Advocate position. As a result of that, we have offered a conditional offer of employment to Ms. Taneya Chandler.

The Georgetown Police Department is in the early stages of the South Carolina State Accreditation process. Based on everything that has happened regarding the community and law enforcement there is speculation that the Department of Justice will at some point mandate that all law enforcement agencies around the country have some type of certification. We are doing our part to prepare for and to get ahead of this mandate. Being state-accredited will make sure that our policies and procedures are in line with the best practices in the law enforcement industry.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelvin Waite".

Kelvin Waite
Chief of Police

KW: pc

Attachments

Attachment: GPD - November 2020 Monthly Report (3192 : GPD - November 2020 Monthly Report)

GEORGETOWN POLICE DEPARTMENT 2020 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
SPEEDING CITATIONS	30	26	15	1	12	2	4	16	3	7	6		
OTHER TRAFFIC CITATIONS	83	77	72	33	45	20	37	44	35	67	43		
WARNING - OTHER	83	132	73	12	50	16	25	48	27	39	64		
WARNING - SPEEDING	91	82	55	15	44	9	29	61	25	28	53		
PARKING CITATIONS	73	30	4	0	2	1	1	2	3	1	0		
TOTALS	360	347	219	61	153	48	96	171	93	142	166	0	1,856

TOTAL CITATIONS

1,856

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
STATE ACCIDENTS	18	33	38	21	17	25	39	29	24	28	30		
PARKING LOT ACCIDENTS	8	10	8	8	8	16	12	7	11	9	7		
TOTALS	26	43	46	29	25	41	51	36	35	37	37	0	406

TOTAL ACCIDENTS

406

GEORGETOWN POLICE DEPARTMENT 2020 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	65	74	54	53	67	58	58	58	59	63	55	

TOTAL ARRESTS

664

CRIMINAL INCIDENTS

DOMESTIC INCIDENTS

16	167	153	137	221	153	153	145	99	166	134		
1	2	4	5	7	8	8	4	1	0	0		
17	169	157	142	228	161	161	149	100	166	134	0	

TOTALS

TOTAL INCIDENTS

1,584

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3189)**

Meeting: 12/17/20 05:30 PM

Department: Administration

Category: Report

Prepared By: Gladys Rutledge-Livingston

Initiator: Gladys Rutledge-Livingston

Sponsors:

DOC ID: 3189

November 2020 Human Resources/Risk Management Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
HOBSON H. MILTON
RUDOLPH A. BRADLEY
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMALLS

Executive Offices
(843) 545-4001

November 2020 Human Resources / Risk Management Monthly Report

Hires:

- Police: Austin Martin – Police Officer III

Separations:

- Victim's Advocate/Police: Ieshia Tucker – Victim Advocate
- Water: Bryan Cox – Water Plant Operator I

Open Positions:

- Water Treatment Plant Operator I or II
- Police Captain of Enforcement
- Municipal Court Assistant
- Victim's Advocate

Risk Management

- November 2020 claims status for SCMIT and SCMIRF.
 - Workers Compensation Claims – 1
 - Vehicle Claims – 0
 - Property Claims – 0

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3181)**

Meeting: 12/17/20 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 3181

November 2020 Municipal Court Report

Municipal Court Monthly Report (Calendar Year 2020)

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	57	\$ 9,238.00	45	\$ 6,175.75	7	\$ 1,593.75	0	\$ -	50	\$ 7,605.25	9	\$ 1,303.00
Served Time	12	\$ 23,425.00	9	\$ 9,937.50	8	\$ 7,247.50	1	\$ 232.50	2	\$ 4,625.00	7	\$ 4,642.50
Scheduled Time Payment	47	\$ 32,029.65	29	\$ 17,712.99	19	\$ 13,531.78	6	\$ 9,324.08	7	\$ 4,646.38	0	\$ -
NRVC	26	\$ 10,341.75	16	\$ 2,628.25	1	\$ 155.00	0	\$ -	0	\$ -	0	\$ -
Tried in Absence	28	\$ 21,723.00	15	\$ 9,840.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Parking Tickets Paid	44	\$ 440.00	48	\$ 480.00	8	\$ 80.00	3	\$ 95.00	1	\$ 10.00	2	\$ 60.00
Nolle Prosequi/Dismissed/Not Guilty	99		91		31		6		46		5	
Transferred to General Sessions Court	66		64		34		15		21		32	
Voided	3		0		1		4		1		0	
Fine Suspended	1	\$ 2,125.00	2	\$ 2,590.00	0	\$ -	0	\$ -			0	
Total	383	\$ 99,322.40	319	\$ 49,364.49	109	\$ 22,608.03	35	\$ 9,651.58	128	\$ 16,886.63	55	\$ 6,005.50

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	15	\$ 2,312.50	6	\$ 855.00	10	\$ 1,438.50	2	\$ 309.00	20	\$ 6,912.00		
Served Time	5	\$ 4,192.50	3	\$ 2,017.50	12	\$ 9,730.00	9	\$ 8,120.00	1	\$ 1,087.50		
Scheduled Time Payment	0	\$ -	0	\$ -	2	\$ 715.00	0	\$ -	19	\$ 11,725.31		
NRVC	0	\$ -	0	\$ -	0	\$ -	0	\$ -	35	\$ 11,277.75		
Tried in Absence	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -		
Parking Tickets Paid	1	\$ 10.00	0	\$ -	1	\$ 50.00	2	\$ 20.00	0	\$ -		
Nolle Prosequi/Dismissed/Not Guilty	9		2		30		29		107			
Transferred to General Sessions Court	43		20		53		37		26			
Voided	2		0				0					
Fine Suspended	0		0				0					
Total	75	\$ 6,515.00	31	\$ 2,872.50	108	\$ 11,933.50	79	\$ 8,449.00	208	\$ 31,002.56	0	\$ -

Cases Disposed	Cummulative Totals	
	# of Cases Disposed	Fine Amounts
Paid	221	\$ 37,742.75
Served Time	69	\$ 75,257.50
Scheduled Time Payment	129	\$ 89,685.19
NRVC	78	\$ 24,402.75
Tried in Absence	43	\$ 31,563.00
Parking Tickets Paid	110	\$ 1,245.00
Nolle Prosequi/Dismissed/Not Guilty	455	\$ -
Transferred to General Sessions Court	411	\$ -
Voided	11	\$ -
Fine Suspended	3	\$ 4,715.00
Total	1530	\$ 264,611.19

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3175)**

Meeting: 12/17/20 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Matt Millwood

Initiator: Angela Rambeau

Sponsors:

DOC ID: 3175

November 2020 Planning & Community Development Report

**Housing & Community Development
Monthly Report - November 2020**

Building Official

Inspections and Permits

Checked areas for non-permitted as well as permitted work, site conditions, and responded to calls.

Monthly Report:

Business License	5
Stop Work	2
Re-Inspection	9
Footings	43
Rough Inspections	77
Electrical	37
Mobile Home	1
On-site	54
CO	4
TRC	1
Plan Review & Sign	9
City Alarm System	0
Total	242

Review Meetings/On-site visits

Safety inspections

During the Month of November

Honorable Mayor & Council:

- Construction continued at the Tidelands Chillers, a commercial building on Broad St, the 42 Senior Apartments, and the Eagle site addition.
- Upgrades are being done in the 900 block of Front Street.
- Plans have been received for the Hotel on Front Street.
- We met with the developers for the Bowtie apartments last week and preliminary site work has begun.
- We currently have 50 new homes permitted and most are under construction plus a Duplex on Kaminski Street.
- The construction is going on a faster rate than ever and we have issued Certificates of Occupancy for 12 single family homes this year.
- We are also working with Ridgeway's Funeral Home Chapel and the car wash next to Bo Jangles on their plans and meeting with some developers and new businesses looking to locate here.
- Matt and I continue to monitor flooding and storms that affect our area.
- We are meeting the public's needs and answer their questions in a timely manner during this time in a safe way.
- Ryan is working with me learning the Building Codes and Inspections and processing dilapidated Houses when they are sent over from code enforcement.
- Debra is doing an excellent job as our office manager issuing permits, schedules and recording meetings as well as scheduling meetings for us and builders. Debra and Ryan work extremely hard to assist the public in meeting their needs. We would like to thank you for your support.

Thank you, Rick

Code Enforcement
Tracy Gibson

Letters Issued for Violations	
Total Letters Issued for Overgrown Lots	7
Total Letters Issued for Neglect of Structures	0
Total Letters Issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/Electronic Devices	2
Total Letters Issued for Vision Clearance	0
Total Work Orders Sent to Streets & Sanitation	0
Total Letters Sent for Dilapidated Structures	1
Total Letters Sent for Sign Violations	0
Total Referrals for Water & Sewer	2
Citations Issued for Violations	
Total Citations Issued for Overgrown Lots	0
Total Citation Issued for Trash Violations	0
Total Citations Issued for Business Licenses	0
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0
Total Citations Issued for Encroachment Permits	0
Total Demolitions	
Total Dilapidated Structures Removed	0
Other Miscellaneous Complaints	
Complaints	17
Permits	
Total Letters Issued for Encroachments	0
Total Referrals to Electric – Tree Crew	3

- Risk Management Training(s) Stress and Your Health for November 2020.
- Attended all departmental /dilapidated property meetings.
- Assist with other city departments when needed (Water, Electric-Tree, Public Works & Animal Control)
- Commercial Corridor/ Businesses- Signs (w/o permits or permission) were removed from the city right-of-ways.
- Picked up 19 advertisement signs (ex. Pressure washing, roofing and etc.) throughout the city.
- Assisting businesses on the corridor to help bring properties up to code.
- Studying & training using the Comprehensive Planning Guide (Zoning).

-Picking up mail and answering phones.

- Organizing files.

-Architectural Review Board (ARB) – Meeting was on November 2, 2020; (Virtual Meeting)

- Communicated with all ARB members about future meetings and workshops. Took pictures as well as put signs in the yard of the properties that are on the agenda for meeting; packets were delivered to members for tele-conference meeting and delivered COA's for the signature of Chair or Vice-Chair.

- Habitat for Humanity Renovation & Repair program has approved & repaired 8 homes, 1 is in-progress to be completed (Maryville) and 7+ applications are being reviewed.

-Meetings throughout the month with representatives from Habitat for Humanity Renovation & Repair Program for updates and progress.

- Black River United Way – Meeting was November 10, 2020; BRUW has a community based grant for property owners to renovate or repair their homes. I'm working with BRUW to recruit property owners in the City of Georgetown who is need for renovations/repairs for their home.

- Communicating w/ property owners about dilapidated properties. The options for property owners to demolish the properties themselves or the city to demolish (if properties are beyond repair). If the property owners decide that they want the city to demolish, I forward the property information to the Building Inspector(s) to process, otherwise property owners come into the office to obtain a demolition permit to demolish their own property.

-If the property owner wants to rebuild a new structure on the property, the owner needs to come into the office to discuss future plans for the property with Angela, Matt & Rick. Multiple property owners were misled that they weren't able to rebuild a structure on the property, if it was less than 5000 sq. ft.

Office Manager Debra Grant

Board & Commissions: * MEETINGS WERE DONE VIA TELE-CONFERENCE

ARB:

New Business:

1. Mt. Olive Baptist Church of Georgetown Inc. was seeking the approval to install a wheel chair lift at 1043 Duke Street.

ARB (On-Site): None

BZA:

1. Agents for the property owner of 231 Highmarket Street were seeking a variance for yard setbacks *(the variance was not needed)*

Planning Commission:

1. Consider and recommend the rezoning of approximately .5 acre at 1012 Front Street, from Core Commercial to Residential R4.
2. Consider and discuss substandard lots in the West End.
3. Consider and discuss the Comprehensive Plan Task Force.

CAB (Community Appearance Board):

None

19.H.1

CBA (Construction Board of Appeals):

None

TRC:

None

FOIA:

None

Permit Valuation Report:

Commercial Addition	0
Commercial Alteration	3
Commercial Electric	2
Commercial Gas	0
Commercial Mechanical	1
Commercial New Build	0
Commercial Plumbing	1
Commercial Roofing	1
Demolition	1
Mobile Home	1
Residential Addition	1
Residential Alteration	2
Residential Electrical	7
Residential Gas	1
Residential Mechanical	1
Residential New Build	9
Residential Plumbing	3
Residential Roofing	2

Administrative Assistant's Daily Duties:

- Daily operation of the front desk
- Daily scheduling of inspections
- Preparing timesheets
- Rotating my office hours with working from home

Community Planner/GIS Technician
Matthew Millwood

- Sign Permits: Bluebird Vintage, Automotive Rentals, & SC Environmental Law Project.
- Temporary Sign Permits: Coastal Lab
- Completed online training through MASC on stress management.
- Held monthly BZA meeting via GoToMeeting for Ms. Melton at 231 Highmarket Street to demo and then rebuild her house. The board felt like the contractors could orient the house on the lot so that no variance would be needed, so they let the applicant withdraw the variance request. The POD units were moved the next day off Highmarket Street.

- Plat approvals for 320 St. James St. & 231 King Street.
- Compiled and reviewed all Comp Plan Task Force applications in order to choose a Task Force. We decided on 12 members and then the Mayor added two additional. The Planning Commission was also asked for a couple members to serve on this Task Force from the board.
- Continue to add and edit information on the City website like board minutes and meetings.
- Added two legislative files to Minute Traq for the November Council meeting, one for Section 1500, Board of Zoning Appeals amendment, and one for approval of a contract with WRCOG for the Comprehensive Plan update.
- Looked at the landscaping plans on two developments in the City. One on Lincoln Street for the Villas at Winyah Bay (senior apartments) and the Wildes Financial center on Church Street.
- Sought zoning compliance for a COVID testing site in Maryville. They had no business license or sign permits. Removed several signs up and down the Hwy that were illegal.
- Compiled 100 pages worth of files for a FOIA request on the Riverside Development just over the bridge in Maryville, adjacent to the Bayview neighborhood. This was for Nation Law.
- Continue to pick up the mail for City Hall.
- Continue to pick up left over political signs that are now out of compliance with sign ordinance.
- Did some onsite addressing for the Post Office on the South Island Plantation development way down South Island Road. They needed road name corrections.
- Off for Veteran's Day and Thanksgiving this month.

Building Inspector/Code Enforcement

Ryan Call

RE: Monthly Report for November

During the month of November I was out in the field on a daily basis doing numerous residential inspections. I have also conducted numerous commercial inspections. I have also assisted in doing numerous inspections for business license applicants. I have answered phones and assisted with walk-ins at City Hall daily. I surveyed the City every Monday, Wednesday, and Friday, for violators working without building permits.

The sixty day waiting period for 2118 and 2013 Emanuel Street has been completed. All paperwork for the two structures has been completed for them to go out for bids. The bid process has been completed and a contractor selected. The contractor has pulled demolition permits and will begin work shortly.

The six properties approved by Council on 3/30/20 were sent to Elise to secure title work. Since my update in August, I have received two out of the above mentioned six and will be moving forward with them. I have set a construction board of appeals meeting for one of the above mentioned properties for December the 8th.

505 Duke Street, 915 N. Congdon Street, 1925 Gilbert Street, and 2513 Prince Street was approved by Council to move forward on 8/20/20. The above three properties were sent out for title work.

I am planning on taking the next class available, after Covid, to acquire my next commercial certification.

FRIENDS OF THE KAMINSKI HOUSE REPORT – November 2020

- Due to the number of active COVID-19 cases in the county, the museum remains closed to the public for tours of the interior of the Kaminski House. The grounds are open for event rentals.
- November continued to be a busy month for event rentals at the museum. We had three weddings during the month.
- The Interior Stabilization Project (new climate control system) continues to move forward. On November 12th we had a site visit for the short-listed architectural firms and their mechanical engineers. Participants received an attic to basement/crawlspace tour of the Kaminski House. The next step is for the architects to submit a proposal by Monday, November 30th.
- We continue to work on an inventory/condition review of the museum's collection, which is step one in the Interior Preservation Project (climate control replacement). We've had a few fun surprises like finding a "secret" drawer in one of the desks that was full of receipts and a bank/savings book. These items will be catalogued as part of the inventory process and will be accessioned into the museum's collection's database.
- The museum director submitted the paperwork for the PPP Loan forgiveness to South Atlantic Bank and we are currently waiting to hear back from the bank.
- Museum Staff are currently working on some public programs for December which will be held outside with proper social distancing and masks required.
- The museum is currently having a fundraising drive for its annual Light Up the Lawn event for the holiday season. As well as having a fundraising drive for Giving Tuesday which is on December 1.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3179)**

Meeting: 12/17/20 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 3179

November 2020 Public Works Department Report

PUBLIC WORKS MONTHLY REPORT (FY 2021)

Division	Task	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Cummulative
Curbside Debris	Yard Waste: Leaves, Grass & Straw collected (Net Tons)	160	212	163	173	183								891
Curbside Debris	Brown & White Goods collected (Net Tons)	124	99	114	98	153								589
Garbage Collections	Residential Solid Waste Collection (Net Tons)	331	255	304	319	315								1,525
Recycle Collections	Recyclables Collected (Net Tons)	14	12	14	15	13								67
	Monthly Totals (Net Tons)	629	578	595	605	664	-	-	-	-	-	-	-	3,072

PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2021)

Division	Task	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Cummulative
Solid Waste Maintenance	# of work orders requests completed for roll-out cart repairs, new roll out cart deliveries, and/or replacements and recycle bins	68	51	100	65	56								340
Streets/Curbside Crews	Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks	56	32	76	103	52								319
	Monthly Work Orders Totals	124	83	176	168	108	-	-	-	-	-	-	-	659
Grounds Maintenance	Assigned areas consists of grass cutting, park and sidewalk maintenance, litter, curbside and garbage collections.													

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3182)**

Meeting: 12/17/20 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Gunter

Initiator: Will Gunter

Sponsors:

DOC ID: 3182

November 2020 Water Utilities Report

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2021)

Description of Work Performed	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	32.000	40.197	29.645	29.429	27.061								158.332
Average Daily Flow Finished Water (MGD)	1.032	1.297	0.988	0.949	0.902								5.168
King Well (MG)	6.457	6.542	6.373	6.446	6.259								32.077
Maryville Well (MG)	7.078	5.192	7.471	7.686	7.372								34.799

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	149.165	190.492	165.163	161.879	152.729								819.428
Average Daily Influent Flow (MGD)	4.812	6.145	5.505	5.222	5.091								26.775
Effluent Flow Total (MG)	125.819	152.274	134.207	124.529	156.605								693.434
Average Daily Effluent Flow (MGD)	4.059	4.912	4.474	4.017	5.220								22.682
Rainfall Total (Inches)	7.230	13.010	7.380	3.420	3.770								34.810

Water Distribution

Work Orders Completed	70	82	63	82	71								368
Water Leak Repairs	25	26	14	27	23								115
Water Meter Replacements	0	3	2	5	1								11
Locates Completed	142	132	133	180	128								715

Wastewater Collection

Work Orders Completed	34	38	35	47	44								198
Backup Responses	30	24	25	37	36								152
Locates Completed	142	132	133	180	128								715
Routine Line Cleaning													

Maintenance

Work Orders Completed	40	21	21	31	29								142
Work Orders on Pump Stations Completed	15	9	2	14	2								42
Work Orders for the WWTP Completed	8	0	6	11	7								32
Work Orders for the WTP Completed	0	0	0	0	0								0

Stormwater

Work Orders Completed	11	18	5	4	5								43
Locates Completed	142	132	133	180	128								715
Routine Line and Ditch Cleaning													

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3191)**

Meeting: 12/17/20 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 3191

November 2020 Finance and IT Monthly Reports

November 2020 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Affordable Landscape & Irrigation, Broad Step Academy, Morgan Manor Property Manager, Pactively Employment Assistance Agency, Poston Counseling Service, LLC.

Projects Progress:

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

CIP 2021-2022 Planning: We have begun the process to update our five (5) year capital projects planning. The first year of the plan will be recommended as the fiscal year 2021-2022 capital budget.

New City Website Design Project: We are in the process of selecting a software company to design the new City website. During our procurement solicitation process, we received 17 proposals. A committee has been formed to assist with the logistics of this project.

SC Cares Grant Reimbursement: At this point, we have received \$84,646 in grant reimbursement for expenses related to COVID-19. Expenses submitted for reimbursement included, paid sick leave, purchase of supplies, janitorial services and waste management collections.

Current Procurement Projects:

- Maryville School Lift Station Replacement Project
- WTP Secondary Sedimentation Basin - Engineering
- Queen Street Drainage Project
- Public Works Facility Improvements – Design
- Front Street Tree Lighting Project

Attached are the Budget Performance Reports for November 2020.

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	Bureau of Justice Assistance	Bullet Proof Vest Grant 2020 Regular Solicitation	3,030.00	-	-	3,030.00	-	
2	US Department of Agriculture	Generator for Maryville Fire Station	33,000.00	-	33,000.00	-	-	
3	US Department of Agriculture	Furniture and Equipment for Maryville Fire Station	49,900.00	-	49,900.00	-	-	
<u>STATE GRANTS</u>								
4	Rural Infrastructure Authority	Port Tank Rehab Project	341,438.00	158,562.00	482,343.73	17,656.27	-	CLOSED
5	SC Parks, Recreation, & Tourism (PARC)	Dog Park, Engineering/Architecture for Bobby Alford Building	47,824.02	11,956.01	58,848.10	931.93	2020046	
6	SC Department of Public Safety	Coronavirus Emergency Supplemental Funding Program	32,800.00	-	11,391.42	21,408.58	1CF20026	
<u>OTHER GRANTS</u>								
7	Palmetto Pride	Keep South Carolina Beautiful 2020	5,220.00	-	4,305.35	914.65	-	
8	SC Muni Insurance Trust	2020 Public Works Equipment Cost Sharing	4,000.00	4,000.00	7,677.18	322.82	-	
9	SC Muni Insurance Trust	2020 Law Enforcement Officer Safety Grant	2,000.00	2,000.00	1,867.67	2,132.33	-	
TOTAL			519,212.02	176,518.01	649,333.45	46,396.58		

CITY OF GEORGETOWN
SALE OF ASSETS - FY 2020/2021

GovDeal Payment	Govdeal #	Asset ID	Dept.	Description	Amount	Sales Tax	Total Proceeds	Notations	Receipt #
	588		Finance	Dell PCs	-	-	-	reauction	no bid
	589		Finance	Dell PCs	-	-	-	reacution	no bid
	591		Public Works	1990 Chevrolet	-	-	-	auction	
	592		Water	2004 Chevrolet	-	-	-	auction	
	593		Public Works	2003 Ford F150	-	-	-	auction	
	594		Wastewater	2003 Chev Blazer	-	-	-	auction	
				Total July	-	-	-		
8.25.2020	591		Public Works	1990 Chevrolet	2,000.00	-	2,000.00	Harvey Williams	2021-8249
8.25.2020	592		Water	2004 Chevrolet	2,800.11	-	2,800.11	Lindsay/Joey Brown	2021-8249
8.25.2020	593		Public Works	2003 Ford F150	410.00	-	410.00	Humphrey Auto Sales	2021-8249
8.25.2020	594		Wastewater	2003 Chev Blazer	2,026.00	-	2,026.00	Sign & Drive Auto Sales	2021-8249
				Total August	7,236.11	-	7,236.11		
				No Activity	-	-	-		
				Total September	-	-	-		
	588		Finance	Dell PCs	-	-	-	reauction	no bid
	589		Finance	Dell PCs	-	-	-	reacution	no bid
				Total October	-	-	-		
				No Activity	-	-	-		
				Total November	-	-	-		
		n/a	Water	Inoperable used fire hydrants					
		10606	Electric	Digger/Trencher					
		10064	Engineering	2002 Ford Taurus					
		10653	Electric	2000 Ford F150 Supercab					
		10650	Wastewater	1999 Ford F550					
		10818	Stormwater	1994 GMC Dump Truck					
		12169	Electric	2009 Ford F550 Bucket Truck					
		10637	Municipal Court	2003 Dodge Durango SUV	-	-	-		
				Total December	-	-	-		
					-	-	-		
				Total January			-		
					-	-	-		
				Total February			-		
					-	-			
				Total March			-		
					-	-	-		
				Total April	-	-	-		
					-	-	-		
				Total May	-	-	-		
					-	-	-		
				Total June			-		
					-	-	-		
				TOTAL PER G/L	7,236.11	-	7,236.11		



Budget Performance Report

19.K.4

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Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 0010 - General Fund								
REVENUE								
Department 00 - Revenue								
Property Taxes								
311.001	Property Taxes - Real	3,175,000.00	9,686.55	.00	353,071.85	2,821,928.15	11	3,248,870.00
311.003	Property Taxes - Vehicles	270,000.00	23,725.14	.00	92,527.78	177,472.22	34	259,241.00
311.005	Prop Tax-Penalties & Cost	34,000.00	.00	.00	.00	34,000.00	0	31,450.00
Property Taxes Totals		\$3,479,000.00	\$33,411.69	\$0.00	\$445,599.63	\$3,033,400.37	13%	\$3,539,561.00
Licenses and Permits								
321.001	Business Licenses	2,800,000.00	25,055.88	.00	128,519.66	2,671,480.34	5	3,440,991.00
321.002	Business Lic - Penalties	10,000.00	3,931.99	.00	6,736.52	3,263.48	67	8,317.00
322.001	Cable TV Franchise	115,000.00	25,479.22	.00	29,989.30	85,010.70	26	116,387.00
322.002	S.C. Electric & Gas Co.	80,000.00	.00	.00	.00	80,000.00	0	73,217.00
323.001	Electrical Permits	7,150.00	784.00	.00	2,323.00	4,827.00	32	5,831.00
323.002	Plumbing Permits	1,150.00	146.00	.00	513.00	637.00	45	1,328.00
323.003	Gas Permits	690.00	141.00	.00	531.00	159.00	77	761.00
323.004	Building Permits	80,000.00	7,951.00	.00	31,344.00	48,656.00	39	76,643.00
323.005	Yard Sale Permits	50.00	3.00	.00	3.00	47.00	6	54.00
323.006	Mobile Home Permits	300.00	75.00	.00	300.00	.00	100	225.00
323.007	Demolition & Clearance	1,500.00	450.00	.00	750.00	750.00	50	1,655.00
323.008	Mechanical Permits	7,000.00	538.00	.00	3,227.00	3,773.00	46	6,699.00
323.010	Bus Lic Inspection Fee	1,000.00	75.00	.00	475.00	525.00	48	1,100.00
323.013	Burning Permit	200.00	.00	.00	100.00	100.00	50	150.00
323.014	Construct Parking Permit	50.00	.00	.00	.00	50.00	0	20.00
323.015	Reinspection Fee	600.00	525.00	.00	1,725.00	(1,125.00)	288	1,050.00
323.016	Permit Not Posted On-Site	100.00	.00	.00	.00	100.00	0	.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
363.001	Fees for GIS/B&P Documents	125.00	.00	.00	40.00	85.00	32	.00
363.005	FOIA Fees	500.00	53.00	.00	233.10	266.90	47	2,158.00
<i>Charges for Services Totals</i>		\$151,125.00	\$920.71	\$0.00	\$3,986.06	\$147,138.94	3%	\$165,295.00
<i>State Shared</i>								
311.004	Inventory Tax	132,978.00	33,244.53	.00	33,244.53	99,733.47	25	132,978.00
311.006	Homestead Exemption Tax	132,000.00	.00	.00	.00	132,000.00	0	137,883.00
311.007	Manufacturer's Tax Reduce	20,000.00	.00	.00	.00	20,000.00	0	51,170.00
311.008	Motor Carrier Lieu of Tax	10,000.00	1,049.75	.00	5,683.21	4,316.79	57	6,054.00
335.001	Local Government Fund	220,000.00	.00	.00	54,312.11	165,687.89	25	217,248.00
351.007	Sunday Liquor Sales	15,000.00	.00	.00	900.00	14,100.00	6	13,900.00
<i>State Shared Totals</i>		\$529,978.00	\$34,294.28	\$0.00	\$94,139.85	\$435,838.15	18%	\$559,235.00
<i>Local Grants</i>								
332.008	Other Local Grants	8,000.00	.00	.00	.00	8,000.00	0	3,013.00
335.002	Scholarship Funds Paid to Others	.00	.00	.00	.00	.00	+++	920.00
<i>Local Grants Totals</i>		\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0%	\$3,933.00
<i>State Grants</i>								
332.000	State Grants	.00	.00	.00	.00	.00	+++	50,176.00
<i>State Grants Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$50,176.00
<i>Federal Grants</i>								
335.004	Fema Recovery	25,000.00	3,969.38	.00	3,969.38	21,030.62	16	75,727.00
<i>Federal Grants Totals</i>		\$25,000.00	\$3,969.38	\$0.00	\$3,969.38	\$21,030.62	16%	\$75,727.00
<i>Investment Earnings</i>								
361.001	Investment Earnings	80,000.00	1,114.45	.00	7,329.78	72,670.22	9	72,455.00
<i>Investment Earnings Totals</i>		\$80,000.00	\$1,114.45	\$0.00	\$7,329.78	\$72,670.22	9%	\$72,455.00
<i>Miscellaneous</i>								
362.000	Rents and Royalties	20,000.00	630.73	.00	5,316.91	14,683.09	27	20,277.00

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Personal Services</i>								
400.101	Regular Pay	300,000.00	22,639.21	.00	116,969.93	183,030.07	39	300,299.0
401.103	Overtime	1,500.00	30.49	.00	555.44	944.56	37	5,099.0
401.106	Contract Labor	.00	.00	.00	.00	.00	+++	1,942.0
405.114	FICA	23,100.00	1,659.20	.00	9,123.80	13,976.20	39	22,063.0
406.116	Retirement	47,000.00	3,512.50	.00	18,299.26	28,700.74	39	47,118.0
408.125	SCMIT Worker's Comp Ins.	9,200.00	.00	.00	4,556.28	4,643.72	50	9,117.0
410.001	Health Claims Cost	21,247.00	2,386.64	.00	11,933.20	9,313.80	56	24,212.0
<i>Personal Services Totals</i>		\$402,047.00	\$30,228.04	\$0.00	\$161,437.91	\$240,609.09	40%	\$409,853.0
<i>Supplies</i>								
500.101	Supplies and Materials	3,500.00	139.56	.00	1,106.97	2,393.03	32	5,668.0
500.102	Equipment	500.00	.00	.00	.00	500.00	0	1,948.0
500.105	Printing and Binding	300.00	.00	.00	.00	300.00	0	187.0
<i>Supplies Totals</i>		\$4,300.00	\$139.56	\$0.00	\$1,106.97	\$3,193.03	26%	\$7,804.0
<i>Other Services & Charges</i>								
610.111	Communications- Landline	5,500.00	285.31	.00	2,406.28	3,093.72	44	5,036.0
610.112	Postage	600.00	.00	.00	254.50	345.50	42	564.0
610.1110	Communications- Wireless	3,000.00	134.17	.00	532.15	2,467.85	18	1,617.0
620.114	Advertising	250.00	.00	.00	.00	250.00	0	.0
640.124	Travel Expense	3,950.00	.00	.00	142.09	3,807.91	4	2,172.0
650.127	Electricity	2,478.00	183.26	.00	2,276.05	201.95	92	2,773.0
650.128	Water	357.00	33.51	.00	166.52	190.48	47	392.0
650.129	Wastewater	495.00	46.63	.00	231.82	263.18	47	545.0
650.130	Sanitation	903.00	85.24	.00	426.20	476.80	47	1,022.0
650.133	Stormwater	599.00	56.54	.00	282.70	316.30	47	621.0
650.134	Security Lights	1,669.00	157.50	.00	787.50	881.50	47	1,890.0



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Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
650.1271	Electricity- Sales Tax	146.00	6.37	.00	44.25	101.75	30	128.0
660.103	Emergency Preparedness	.00	286.07	.00	1,136.26	(1,136.26)	+++	419.0
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	.00	56.32	443.68	11	414.0
660.145	Gasoline & Oil	495.00	.00	.00	45.20	449.80	9	422.0
660.1391	Fleet Services -Departmental Expense Allocation	600.00	23.77	.00	310.49	289.51	52	713.0
660.1392	Fleet Svcs- Outside Vends	500.00	.00	.00	.00	500.00	0	521.0
670.156	Equipment Rental/Lease	5,500.00	338.92	.00	1,694.60	3,805.40	31	4,383.0
685.180	Membership Dues and Fees	3,534.00	.00	.00	1,349.00	2,185.00	38	2,936.0
685.182	Other Operating Expenses	1,000.00	153.70	.00	610.76	389.24	61	6,200.0
685.186	Training	1,375.00	.00	.00	.00	1,375.00	0	210.0
685.1801	Subscriptions	.00	.00	.00	(173.69)	173.69	+++	25.0
686.189	Employee Medical	150.00	.00	.00	.00	150.00	0	120.0
686.195	Repair/Maint Svc Contract	2,400.00	.00	.00	361.92	2,038.08	15	723.0
686.1895	Employee wellness services	1,250.00	106.41	.00	466.74	783.26	37	1,392.0
Other Services & Charges Totals		\$37,251.00	\$1,897.40	\$0.00	\$13,407.66	\$23,843.34	36%	\$35,250.0
Other Objects								
795.001	IT Internal Allocations	19,000.00	569.28	.00	5,274.69	13,725.31	28	23,134.0
795.995	GF Cost Distribution	(297,700.00)	(24,808.32)	.00	(124,041.60)	(173,658.40)	42	(285,259.9
Other Objects Totals		(\$278,700.00)	(\$24,239.04)	\$0.00	(\$118,766.91)	(\$159,933.09)	43%	(\$262,125.2
Sub Department 02 - Mayor and Council								
Personal Services								
400.101	Regular Pay	136,264.00	9,245.69	.00	47,074.73	89,189.27	35	138,092.0
405.114	FICA	10,424.00	636.09	.00	3,206.17	7,217.83	31	9,520.0
406.116	Retirement	21,200.00	1,091.62	.00	5,417.21	15,782.79	26	15,524.0
410.001	Health Claims Cost	46,350.00	2,580.68	.00	12,903.40	33,446.60	28	42,321.0
Personal Services Totals		\$214,238.00	\$13,554.08	\$0.00	\$68,601.51	\$145,636.49	32%	\$205,459.0



Budget Performance Report

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Exclude Rollup Account

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Supplies</i>							
500.101	Supplies and Materials	900.00	127.94	.00	294.89	605.11	33	1,021.0
500.102	Equipment	500.00	.00	.00	.00	500.00	0	920.0
500.105	Printing and Binding	600.00	.00	.00	.00	600.00	0	44.0
	<i>Supplies Totals</i>	\$2,000.00	\$127.94	\$0.00	\$294.89	\$1,705.11	15%	\$1,986.0
	<i>Other Services & Charges</i>							
610.111	Communications- Landline	700.00	.15	.00	233.45	466.55	33	549.0
610.112	Postage	250.00	.00	.00	37.30	212.70	15	135.0
610.1110	Communications- Wireless	4,500.00	383.48	.00	1,537.96	2,962.04	34	4,654.0
620.114	Advertising	900.00	74.00	.00	148.00	752.00	16	1,326.0
640.124	Travel Expense	12,200.00	.00	.00	1,182.05	11,017.95	10	11,981.0
660.103	Emergency Preparedness	.00	.00	.00	64.69	(64.69)	+++	.0
670.156	Equipment Rental/Lease	10,000.00	.00	5,292.24	2,646.12	2,061.64	79	7,419.0
685.180	Membership Dues and Fees	1,000.00	.00	.00	349.00	651.00	35	2,452.0
685.182	Other Operating Expenses	3,500.00	.00	.00	.00	3,500.00	0	5,821.0
685.186	Training	6,200.00	.00	.00	.00	6,200.00	0	1,678.0
686.187	Professional Services	300.00	.00	.00	.00	300.00	0	.0
686.1895	Employee wellness services	2,500.00	390.18	.00	1,711.36	788.64	68	5,104.0
	<i>Other Services & Charges Totals</i>	\$42,050.00	\$847.81	\$5,292.24	\$7,909.93	\$28,847.83	31%	\$41,122.0
	<i>Other Objects</i>							
795.001	IT Internal Allocations	14,000.00	910.85	.00	8,439.53	5,560.47	60	18,208.0
	<i>Other Objects Totals</i>	\$14,000.00	\$910.85	\$0.00	\$8,439.53	\$5,560.47	60%	\$18,208.0
	Sub Department 02 - Mayor and Council Totals	\$272,288.00	\$15,440.68	\$5,292.24	\$85,245.86	\$181,749.90	33%	\$266,775.0
	Department 01 - Administration Totals	\$437,186.00	\$23,466.64	\$5,292.24	\$142,431.49	\$289,462.27	34%	\$457,558.0
	Department 04 - Finance							
	<i>Personal Services</i>							



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Budget Performance Report



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
660.145	Gasoline & Oil	71,193.00	5,170.22	.00	19,340.04	51,852.96	27	72,417.00
660.1391	Fleet Services -Departmental Expense Allocation	36,000.00	2,341.06	.00	11,560.15	24,439.85	32	40,778.00
660.1392	Fleet Svcs- Outside Vends	3,500.00	4,000.50	.00	9,084.72	(5,584.72)	260	10,391.00
670.156	Equipment Rental/Lease	9,800.00	423.23	.00	2,592.73	7,207.27	26	6,182.00
682.1721	Prisoner Housing	70,000.00	3,420.00	10,000.00	22,541.50	37,458.50	46	53,527.00
685.180	Membership Dues and Fees	1,815.00	276.58	.00	941.58	873.42	52	1,545.00
685.182	Other Operating Expenses	7,700.00	.00	.00	973.50	6,726.50	13	10,585.00
685.184	Continuing Education	6,000.00	.00	.00	.00	6,000.00	0	2,000.00
685.186	Training	5,375.00	.00	.00	.00	5,375.00	0	3,388.00
685.187	Special Projects	6,800.00	.00	.00	326.74	6,473.26	5	3,967.00
685.189	Reserve Program	2,500.00	.00	.00	.00	2,500.00	0	.00
685.1801	Subscriptions	6,965.00	.00	.00	629.38	6,335.62	9	4,796.00
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	3,875.00
685.1861	Law Enforce Accreditation/Policy	2,500.00	.00	.00	2,084.81	415.19	83	2,024.00
686.186	Legal Services	2,000.00	.00	.00	.00	2,000.00	0	.00
686.189	Employee Medical	14,550.00	275.00	.00	805.00	13,745.00	6	2,637.00
686.194	Other Prof/Tech Services	75,000.00	.00	.00	.00	75,000.00	0	75,000.00
686.195	Repair/Maint Svc Contract	29,600.00	3,510.00	.00	11,471.24	18,128.76	39	13,362.00
686.1895	Employee wellness services	15,000.00	1,241.48	.00	5,445.25	9,554.75	36	16,241.00
687.203	Contract Services	15,000.00	659.95	.00	3,309.65	11,690.35	22	11,459.00
Other Services & Charges Totals		\$546,068.00	\$31,776.46	\$16,653.35	\$145,268.79	\$384,145.86	30%	\$491,389.00
Other Objects								
795.001	IT Internal Allocations	55,000.00	797.00	.00	7,384.63	47,615.37	13	37,485.00
795.010	911 Expense Billing	(1,900.00)	.00	.00	(629.20)	(1,270.80)	33	(1,887.60)
Other Objects Totals		\$53,100.00	\$797.00	\$0.00	\$6,755.43	\$46,344.57	13%	\$35,597.00
Sub Department 05 - Police Staff Services Totals		\$3,446,530.00	\$226,867.48	\$19,977.09	\$1,224,265.96	\$2,202,266.95	36%	\$3,351,987.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Sub Department 07 - Victim's Advocate								
<i>Personal Services</i>								
400.101	Regular Pay	34,000.00	1,787.06	.00	12,581.04	21,418.96	37	39,018.00
401.103	Overtime	1,500.00	.00	.00	.00	1,500.00	0	1,082.00
405.114	FICA	2,800.00	127.57	.00	912.18	1,887.82	33	2,941.00
406.116	Retirement	6,500.00	274.33	.00	1,936.13	4,563.87	30	6,247.00
408.125	SCMIT Worker's Comp Ins.	1,000.00	.00	.00	555.08	444.92	56	1,110.00
410.001	Health Claims Cost	6,186.00	440.24	.00	2,201.20	3,984.80	36	5,837.00
<i>Personal Services Totals</i>		\$51,986.00	\$2,629.20	\$0.00	\$18,185.63	\$33,800.37	35%	\$56,238.00
<i>Supplies</i>								
500.101	Supplies and Materials	1,000.00	.00	.00	206.55	793.45	21	526.00
501.101	Uniforms and Clothing	400.00	.00	.00	.00	400.00	0	10.00
<i>Supplies Totals</i>		\$1,400.00	\$0.00	\$0.00	\$206.55	\$1,193.45	15%	\$537.00
<i>Other Services & Charges</i>								
610.111	Communications- Landline	180.00	.04	.00	58.34	121.66	32	137.00
610.112	Postage	100.00	.00	.00	.00	100.00	0	.00
610.1110	Communications- Wireless	1,300.00	148.85	73.05	438.25	788.70	39	1,184.00
640.124	Travel Expense	400.00	.00	.00	.00	400.00	0	487.00
660.133	Repairs & Maint. Services	500.00	.00	.00	.00	500.00	0	.00
660.139	Fleet Services-RTA Mtce Allocation	200.00	.00	.00	.00	200.00	0	.00
660.145	Gasoline & Oil	852.00	56.96	.00	227.17	624.83	27	893.00
660.1391	Fleet Services -Departmental Expense Allocation	800.00	35.65	.00	135.77	664.23	17	533.00
670.156	Equipment Rental/Lease	200.00	.00	.00	.00	200.00	0	.00
685.180	Membership Dues and Fees	75.00	.00	.00	.00	75.00	0	.00
685.182	Other Operating Expenses	1,700.00	.00	.00	.00	1,700.00	0	890.00
685.186	Training	500.00	.00	.00	(150.00)	650.00	-30	325.00



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Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
685.187	Special Projects	200.00	.00	.00	.00	200.00	0	.0
686.189	Employee Medical	425.00	.00	.00	.00	425.00	0	.0
686.195	Repair/Maint Svc Contract	500.00	.00	.00	.00	500.00	0	385.0
686.1895	Employee wellness services	400.00	35.47	.00	155.58	244.42	39	464.0
Other Services & Charges Totals		\$8,332.00	\$276.97	\$73.05	\$865.11	\$7,393.84	11%	\$5,301.4
Other Objects								
795.001	IT Internal Allocations	4,500.00	113.86	.00	1,054.94	3,445.06	23	4,289.9
Other Objects Totals		\$4,500.00	\$113.86	\$0.00	\$1,054.94	\$3,445.06	23%	\$4,289.9
Sub Department 07 - Victim's Advocate Totals		\$66,218.00	\$3,020.03	\$73.05	\$20,312.23	\$45,832.72	31%	\$66,367.0
Sub Department 26 - Grants								
Supplies								
500.101	Supplies and Materials	2,000.00	.00	.00	19.65	1,980.35	1	854.0
500.102	Equipment	1,000.00	.00	.00	.00	1,000.00	0	401.0
501.101	Uniforms and Clothing	800.00	.00	.00	.00	800.00	0	331.0
Supplies Totals		\$3,800.00	\$0.00	\$0.00	\$19.65	\$3,780.35	1%	\$1,586.0
Other Services & Charges								
610.1110	Communications- Wireless	3,000.00	373.73	144.39	1,180.59	1,675.02	44	3,280.0
640.124	Travel Expense	800.00	.00	.00	.00	800.00	0	.0
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	.0
660.139	Fleet Services-RTA Mtce Allocation	1,200.00	.00	.00	236.23	963.77	20	777.0
660.145	Gasoline & Oil	2,748.00	168.33	.00	1,088.37	1,659.63	40	3,123.0
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	71.47	.00	442.45	557.55	44	907.0
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	+++	899.0
685.182	Other Operating Expenses	2,500.00	.00	.00	.00	2,500.00	0	.0
685.186	Training	600.00	.00	.00	.00	600.00	0	.0
685.187	Special Projects	1,500.00	.00	.00	.00	1,500.00	0	.0

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

19.K.4

Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Other Services & Charges Totals</i>	\$14,348.00	\$613.53	\$144.39	\$2,947.64	\$11,255.97	22%	\$8,989.00
	Sub Department 26 - Grants Totals	\$18,148.00	\$613.53	\$144.39	\$2,967.29	\$15,036.32	17%	\$10,575.00
	Department 05 - Police Totals	\$3,530,896.00	\$230,501.04	\$20,194.53	\$1,247,545.48	\$2,263,155.99	36%	\$3,428,930.00
	Department 09 - Planning & Community Development							
	<i>Personal Services</i>							
400.101	Regular Pay	337,000.00	28,309.54	.00	145,794.11	191,205.89	43	373,073.00
401.103	Overtime	2,800.00	149.37	.00	821.47	1,978.53	29	2,473.00
405.114	FICA	26,000.00	2,027.84	.00	10,395.16	15,604.84	40	26,790.00
406.116	Retirement	52,870.00	4,500.01	.00	23,204.40	29,665.60	44	59,098.00
408.125	SCMIT Worker's Comp Ins.	4,400.00	.00	.00	2,197.18	2,202.82	50	4,396.00
410.001	Health Claims Cost	55,000.00	4,961.14	.00	24,805.70	30,194.30	45	62,280.00
	<i>Personal Services Totals</i>	\$478,070.00	\$39,947.90	\$0.00	\$207,218.02	\$270,851.98	43%	\$528,113.00
	<i>Supplies</i>							
500.101	Supplies and Materials	2,345.00	324.31	.00	911.25	1,433.75	39	2,415.00
500.102	Equipment	2,100.00	.00	.00	2,131.77	(31.77)	102	2,133.00
500.103	Furniture	200.00	.00	.00	52.99	147.01	26	70.00
500.105	Printing and Binding	1,790.00	.00	.00	293.47	1,496.53	16	.00
	<i>Supplies Totals</i>	\$6,435.00	\$324.31	\$0.00	\$3,389.48	\$3,045.52	53%	\$4,619.00
	<i>Other Services & Charges</i>							
610.111	Communications- Landline	2,000.00	71.44	.00	718.51	1,281.49	36	1,534.00
610.112	Postage	1,415.00	26.70	.00	199.20	1,215.80	14	666.00
610.1110	Communications- Wireless	1,800.00	203.57	.00	870.18	929.82	48	2,311.00
620.114	Advertising	2,245.00	732.55	.00	1,466.55	778.45	65	3,098.00
640.124	Travel Expense	2,176.00	.00	.00	.00	2,176.00	0	1,303.00
650.127	Electricity	1,248.00	89.12	.00	1,243.19	4.81	100	1,387.00
650.128	Water	204.00	19.15	.00	95.16	108.84	47	224.00



Budget Performance Report

19.K.4

Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: Budget Performance Report - November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
650.129	Wastewater	283.00	26.65	.00	132.49	150.51	47	311.0
650.130	Sanitation	516.00	48.71	.00	243.55	272.45	47	584.0
650.133	Stormwater	342.00	32.31	.00	161.55	180.45	47	387.0
650.134	Security Lights	953.00	90.00	.00	450.00	503.00	47	1,080.0
650.1271	Electricity- Sales Tax	84.00	3.64	.00	25.29	58.71	30	73.0
660.103	Emergency Preparedness	.00	95.29	.00	174.92	(174.92)	+++	1,025.0
660.133	Repairs & Maint. Services	927.00	.00	.00	.00	927.00	0	.0
660.139	Fleet Services-RTA Mtce Allocation	700.00	.00	.00	24.29	675.71	3	782.0
660.145	Gasoline & Oil	2,811.00	144.64	.00	559.88	2,251.12	20	2,539.0
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	78.43	.00	367.43	632.57	37	1,653.0
660.1392	Fleet Svcs- Outside Vends	1,000.00	.00	.00	.00	1,000.00	0	626.0
670.156	Equipment Rental/Lease	7,500.00	571.81	.00	3,573.12	3,926.88	48	6,718.0
685.180	Membership Dues and Fees	1,791.00	.00	.00	.00	1,791.00	0	1,039.0
685.182	Other Operating Expenses	570.00	.00	.00	223.42	346.58	39	589.0
685.186	Training	2,131.00	.00	.00	(250.00)	2,381.00	-12	5,136.0
685.192	KGB Operations	.00	.00	.00	196.71	(196.71)	+++	5,206.0
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	157.0
685.1921	KGB grant expenses	.00	.00	.00	.00	.00	+++	3,013.0
686.191	Contract Services/Studies	79,500.00	.00	.00	.00	79,500.00	0	29,923.0
686.1895	Employee wellness services	2,000.00	177.35	.00	777.89	1,222.11	39	2,320.0
Other Services & Charges Totals		\$113,196.00	\$2,411.36	\$0.00	\$11,253.33	\$101,942.67	10%	\$73,696.0
Other Objects								
795.001	IT Internal Allocations	15,000.00	341.58	.00	3,164.87	11,835.13	21	17,840.0
Other Objects Totals		\$15,000.00	\$341.58	\$0.00	\$3,164.87	\$11,835.13	21%	\$17,840.0
Department 09 - Planning & Community Development Totals		\$612,701.00	\$43,025.15	\$0.00	\$225,025.70	\$387,675.30	37%	\$624,269.0
Department 10 - Municipal Court								



Budget Performance Report

19.K.4

Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: Budget Performance Report - November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Personal Services</i>								
400.101	Regular Pay	117,000.00	8,855.52	.00	47,460.51	69,539.49	41	131,697.1
401.103	Overtime	3,500.00	370.17	.00	2,296.53	1,203.47	66	4,078.1
401.105	On-call pay	5,200.00	400.00	.00	2,200.00	3,000.00	42	5,200.0
405.114	FICA	10,500.00	713.58	.00	3,843.93	6,656.07	37	10,394.0
406.116	Retirement	19,560.00	1,490.32	.00	8,047.36	11,512.64	41	21,529.8
408.125	SCMIT Worker's Comp Ins.	2,750.00	.00	.00	1,364.56	1,385.44	50	2,730.1
410.001	Health Claims Cost	20,232.00	1,120.88	.00	6,044.92	14,187.08	30	19,527.1
<i>Personal Services Totals</i>		\$178,742.00	\$12,950.47	\$0.00	\$71,257.81	\$107,484.19	40%	\$195,158.1
<i>Supplies</i>								
500.101	Supplies and Materials	2,000.00	420.52	.00	1,126.99	873.01	56	2,584.1
500.102	Equipment	500.00	.00	.00	.00	500.00	0	3,937.1
<i>Supplies Totals</i>		\$2,500.00	\$420.52	\$0.00	\$1,126.99	\$1,373.01	45%	\$6,521.1
<i>Other Services & Charges</i>								
610.111	Communications- Landline	550.00	.11	.00	175.06	374.94	32	411.1
610.112	Postage	3,000.00	218.40	.00	604.80	2,395.20	20	2,210.1
610.1110	Communications- Wireless	350.00	.00	.00	.00	350.00	0	85.1
620.114	Advertising	500.00	.00	.00	.00	500.00	0	.0
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	710.1
650.127	Electricity	4,782.00	325.49	.00	2,131.47	2,650.53	45	4,973.1
650.128	Water	314.00	29.93	.00	164.05	149.95	52	349.1
650.129	Wastewater	305.00	28.74	.00	161.31	143.69	53	339.1
650.130	Sanitation	102.00	9.67	.00	48.35	53.65	47	116.1
650.133	Stormwater	184.00	17.39	.00	86.95	97.05	47	208.1
650.134	Security Lights	404.00	38.11	.00	190.55	213.45	47	457.1
650.1271	Electricity- Sales Tax	191.00	11.67	.00	81.36	109.64	43	182.1



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
660.103	Emergency Preparedness	.00	.00	.00	76.29	(76.29)	+++	102.8
660.133	Repairs & Maint. Services	6,500.00	101.28	.00	197.51	6,302.49	3	4,783.7
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	.00	.00	500.00	0	251.0
660.145	Gasoline & Oil	702.00	23.62	.00	125.23	576.77	18	652.4
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	23.77	.00	145.51	854.49	15	507.0
670.156	Equipment Rental/Lease	2,400.00	.00	.00	688.16	1,711.84	29	1,749.7
685.180	Membership Dues and Fees	100.00	.00	.00	.00	100.00	0	85.0
685.182	Other Operating Expenses	3,600.00	.00	.00	(741.58)	4,341.58	-21	2,365.9
685.186	Training	100.00	.00	.00	.00	100.00	0	345.0
686.187	Professional Services	22,000.00	.00	.00	1,817.40	20,182.60	8	21,150.0
686.189	Employee Medical	.00	.00	.00	.00	.00	+++	60.0
686.195	Repair/Maint Svc Contract	2,000.00	.00	.00	1,046.75	953.25	52	1,512.8
686.1895	Employee wellness services	1,000.00	106.41	.00	466.74	533.26	47	1,392.7
Other Services & Charges Totals		\$51,084.00	\$934.59	\$0.00	\$7,465.91	\$43,618.09	15%	\$45,003.7
Other Objects								
795.001	IT Internal Allocations	22,000.00	569.28	.00	5,274.69	16,725.31	24	21,449.7
Other Objects Totals		\$22,000.00	\$569.28	\$0.00	\$5,274.69	\$16,725.31	24%	\$21,449.7
Department 10 - Municipal Court Totals		\$254,326.00	\$14,874.86	\$0.00	\$85,125.40	\$169,200.60	33%	\$268,132.7
Department 11 - Fire								
Personal Services								
400.101	Regular Pay	1,271,400.00	95,877.71	.00	516,207.02	755,192.98	41	1,323,699.7
401.103	Overtime	90,000.00	6,379.78	.00	34,404.94	55,595.06	38	126,341.7
402.111	Volunteer Employees	6,000.00	.00	.00	135.00	5,865.00	2	1,605.0
405.114	FICA	104,700.00	7,202.77	.00	38,663.66	66,036.34	37	102,829.7
406.116	Retirement	248,320.00	18,450.19	.00	99,111.75	149,208.25	40	260,665.9
408.125	SCMIT Worker's Comp Ins.	75,000.00	.00	.00	39,728.22	35,271.78	53	73,943.0

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

19.K.4

Fiscal Year to Date 11/30/20

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
410.001	Health Claims Cost	278,187.00	20,729.36	.00	107,101.76	171,085.24	38	273,930.00
410.002	Health Claim Costs-Retire	40,709.00	2,726.26	.00	17,573.86	23,135.14	43	36,745.00
<i>Personal Services Totals</i>		\$2,114,316.00	\$151,366.07	\$0.00	\$852,926.21	\$1,261,389.79	40%	\$2,199,759.00
<i>Supplies</i>								
500.101	Supplies and Materials	14,500.00	75.57	.00	3,439.26	11,060.74	24	16,347.00
500.102	Equipment	21,600.00	724.93	16,866.00	10,360.11	(5,626.11)	126	26,676.00
500.103	Furniture	5,200.00	2,935.32	.00	4,113.32	1,086.68	79	3,766.00
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	98.00
500.107	Technology Supplies	8,052.00	307.29	.00	1,672.83	6,379.17	21	4,075.00
501.101	Uniforms and Clothing	28,900.00	.00	8,596.60	3,749.26	16,554.14	43	25,230.00
515.121	Safety Supplies	9,000.00	3,682.44	.00	7,292.77	1,707.23	81	679.00
515.128	Medical Supplies	14,000.00	1,098.61	.00	2,774.82	11,225.18	20	11,508.00
531.140	Haz Mat Supplies/Equipmnt	10,000.00	419.59	.00	1,621.95	8,378.05	16	9,515.00
<i>Supplies Totals</i>		\$111,752.00	\$9,243.75	\$25,462.60	\$35,024.32	\$51,265.08	54%	\$97,898.00
<i>Other Services & Charges</i>								
610.111	Communications- Landline	6,500.00	298.54	.00	3,004.36	3,495.64	46	6,411.00
610.112	Postage	700.00	56.00	.00	252.53	447.47	36	319.00
610.1110	Communications- Wireless	30,000.00	2,541.55	13,093.08	12,079.86	4,827.06	84	30,932.00
620.114	Advertising	750.00	.00	.00	.00	750.00	0	.00
630.121	Fire Prevention Materials	8,595.00	183.94	.00	1,375.03	7,219.97	16	6,364.00
640.124	Travel Expense	3,100.00	.00	.00	.00	3,100.00	0	4,793.00
650.127	Electricity	12,854.00	782.21	.00	4,890.82	7,963.18	38	14,426.00
650.128	Water	2,925.00	134.72	.00	1,193.06	1,731.94	41	4,384.00
650.129	Wastewater	3,096.00	186.18	.00	961.30	2,134.70	31	2,363.00
650.130	Sanitation	902.00	78.76	.00	393.80	508.20	44	983.00
650.133	Stormwater	1,230.00	116.10	.00	580.50	649.50	47	1,393.00

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Fiscal Year to Date 11/30/2020
Exclude Rollup Accounts

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

19.K.4

Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Personal Services</i>								
400.101	Regular Pay	440,400.00	28,428.10	.00	142,001.33	298,398.67	32	405,623.0
401.103	Overtime	10,000.00	1,416.61	.00	3,124.29	6,875.71	31	11,547.0
405.114	FICA	34,765.00	2,099.68	.00	10,239.67	24,525.33	29	29,782.0
406.116	Retirement	70,100.00	4,614.05	.00	22,433.54	47,666.46	32	63,604.0
408.125	SCMIT Worker's Comp Ins.	32,000.00	.00	.00	17,475.40	14,524.60	55	36,452.0
410.001	Health Claims Cost	94,198.00	5,910.58	.00	29,922.36	64,275.64	32	88,965.0
410.002	Health Claim Costs-Retire	35,788.00	3,065.26	.00	20,587.04	15,200.96	58	35,420.0
<i>Personal Services Totals</i>		\$717,251.00	\$45,534.28	\$0.00	\$245,783.63	\$471,467.37	34%	\$671,394.0
<i>Supplies</i>								
500.101	Supplies and Materials	10,000.00	1,295.79	.00	4,864.40	5,135.60	49	15,019.0
500.102	Equipment	8,000.00	638.33	.00	638.33	7,361.67	8	5,876.0
500.103	Furniture	1,000.00	482.28	.00	482.28	517.72	48	2,124.0
500.105	Printing and Binding	1,500.00	.00	.00	1,390.43	109.57	93	1,056.0
501.101	Uniforms and Clothing	16,000.00	731.80	.00	3,923.80	12,076.20	25	16,920.0
513.112	Asphalt/Concrete/Gravel	10,000.00	1,762.25	.00	5,019.00	4,981.00	50	4,888.0
515.121	Safety Supplies	4,000.00	282.46	.00	689.01	3,310.99	17	2,718.0
<i>Supplies Totals</i>		\$50,500.00	\$5,192.91	\$0.00	\$17,007.25	\$33,492.75	34%	\$48,603.0
<i>Other Services & Charges</i>								
610.111	Communications- Landline	3,500.00	256.61	.00	1,769.93	1,730.07	51	3,587.0
610.112	Postage	100.00	.00	.00	.00	100.00	0	86.0
610.1110	Communications- Wireless	5,000.00	196.68	.00	795.27	4,204.73	16	3,133.0
620.114	Advertising	750.00	74.00	.00	74.00	676.00	10	222.0
640.124	Travel Expense	500.00	.00	.00	27.00	473.00	5	1,217.0
650.127	Electricity	1,223.00	34.22	.00	384.58	838.42	31	1,175.0
650.128	Water	404.00	38.05	.00	195.15	208.85	48	452.0



Fiscal Year to Date 11/30/20

Exclude Rollup Account

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Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Other Services & Charges Totals</i>	\$157,144.00	\$8,255.36	\$10,722.95	\$62,684.24	\$83,736.81	47%	\$147,704.00
	<i>Other Objects</i>							
795.001	IT Internal Allocations	4,000.00	227.71	.00	2,109.88	1,890.12	53	6,094.00
	<i>Other Objects Totals</i>	\$4,000.00	\$227.71	\$0.00	\$2,109.88	\$1,890.12	53%	\$6,094.00
	Department 12 - Public Works Totals	\$928,895.00	\$59,210.26	\$10,722.95	\$327,585.00	\$590,587.05	36%	\$873,797.00
	Department 13 - Information Technology							
	<i>Personal Services</i>							
400.101	Regular Pay	80,000.00	6,419.60	.00	41,285.08	38,714.92	52	82,590.00
405.114	FICA	6,120.00	473.93	.00	3,054.54	3,065.46	50	6,057.00
406.116	Retirement	12,450.00	998.90	.00	6,420.11	6,029.89	52	12,825.00
408.125	SCMIT Worker's Comp Ins.	1,000.00	.00	.00	555.08	444.92	56	1,110.00
410.001	Health Claims Cost	8,741.00	666.68	.00	3,353.68	5,387.32	38	8,515.00
	<i>Personal Services Totals</i>	\$108,311.00	\$8,559.11	\$0.00	\$54,668.49	\$53,642.51	50%	\$111,099.00
	<i>Supplies</i>							
500.101	Supplies and Materials	3,000.00	.00	.00	.00	3,000.00	0	1,147.00
500.102	Equipment	10,000.00	.00	.00	192.89	9,807.11	2	63.00
500.107	Technology Supplies	500.00	.00	.00	.00	500.00	0	95.00
	<i>Supplies Totals</i>	\$13,500.00	\$0.00	\$0.00	\$192.89	\$13,307.11	1%	\$1,306.00
	<i>Other Services & Charges</i>							
610.111	Communications- Landline	500.00	.11	.00	175.06	324.94	35	411.00
610.112	Postage	50.00	.00	.00	.00	50.00	0	.00
610.1110	Communications- Wireless	700.00	46.39	.00	189.60	510.40	27	589.00
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	.00
650.127	Electricity	624.00	44.56	.00	621.56	2.44	100	693.00
650.128	Water	102.00	9.57	.00	47.57	54.43	47	112.00
650.129	Wastewater	141.00	13.33	.00	66.27	74.73	47	155.00



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: Budget Performance Report - November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
650.130	Sanitation	258.00	24.34	.00	121.70	136.30	47	292.0
650.133	Stormwater	1,059.00	99.94	.00	499.70	559.30	47	1,199.0
650.134	Security Lights	477.00	45.00	.00	225.00	252.00	47	540.0
650.1271	Electricity- Sales Tax	42.00	1.82	.00	12.65	29.35	30	36.0
685.180	Membership Dues and Fees	50.00	.00	.00	.00	50.00	0	35.0
685.182	Other Operating Expenses	2,500.00	.00	.00	.00	2,500.00	0	.0
685.186	Training	.00	.00	.00	.00	.00	+++	2,560.0
686.184	Technology Services	144,000.00	2,744.50	10,877.60	58,866.90	74,255.50	48	162,799.0
686.187	Professional Services	.00	.00	.00	3,225.60	(3,225.60)	+++	.0
686.194	Other Prof/Tech Services	6,000.00	.00	.00	1,519.68	4,480.32	25	3,395.0
686.195	Repair/Maint Svc Contract	10,000.00	.00	.00	.00	10,000.00	0	216.0
686.1895	Employee wellness services	300.00	35.47	.00	155.58	144.42	52	464.0
Other Services & Charges Totals		\$167,303.00	\$3,065.03	\$10,877.60	\$65,726.87	\$90,698.53	46%	\$173,501.0
Other Objects								
795.001	IT Internal Allocations	(310,314.00)	(10,930.16)	.00	(101,274.19)	(209,039.81)	33	(301,398.2
Other Objects Totals		(\$310,314.00)	(\$10,930.16)	\$0.00	(\$101,274.19)	(\$209,039.81)	33%	(\$301,398.2
Capital Outlay								
900.3950	Computer Software	16,200.00	.00	.00	.00	16,200.00	0	14,902.0
900.4300	Other Equipment	5,000.00	.00	.00	.00	5,000.00	0	.0
Capital Outlay Totals		\$21,200.00	\$0.00	\$0.00	\$0.00	\$21,200.00	0%	\$14,902.0
Department 13 - Information Technology Totals		\$0.00	\$693.98	\$10,877.60	\$19,314.06	(\$30,191.66)	+++	(\$587.7
Department 14 - Fleet Services								
Personal Services								
400.101	Regular Pay	128,000.00	10,160.68	.00	52,027.38	75,972.62	41	131,241.0
401.103	Overtime	500.00	.00	.00	14.04	485.96	3	272.0
405.114	FICA	9,830.00	738.26	.00	3,732.03	6,097.97	38	9,380.0



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
660.133	Repairs & Maint. Services	2,500.00	.00	.00	.00	2,500.00	0	.0
660.139	Fleet Services-RTA Mtce Allocation	1,000.00	.00	.00	11.76	988.24	1	1,049.8
660.145	Gasoline & Oil	1,694.00	184.73	.00	516.55	1,177.45	30	1,870.0
660.1391	Fleet Services -Departmental Expense Allocation	800.00	.00	.00	55.00	745.00	7	358.0
660.1392	Fleet Svcs- Outside Vends	500.00	.00	.00	.00	500.00	0	216.0
662.140	Building Repairs	4,000.00	.00	.00	1,732.59	2,267.41	43	980.0
685.182	Other Operating Expenses	500.00	.00	.00	237.44	262.56	47	211.9
685.186	Training	500.00	.00	.00	.00	500.00	0	.0
686.189	Employee Medical	200.00	.00	.00	.00	200.00	0	160.0
686.195	Repair/Maint Svc Contract	8,950.00	.00	399.00	4,431.00	4,120.00	54	7,446.0
686.1895	Employee wellness services	1,000.00	70.94	.00	311.15	688.85	31	928.0
Other Services & Charges Totals		\$37,203.00	\$915.78	\$399.00	\$13,200.88	\$23,603.12	37%	\$28,628.9
Other Objects								
735.122	Services Billed	(252,900.00)	(16,561.49)	.00	(73,169.86)	(179,730.14)	29	(250,419.1
795.001	IT Internal Allocations	.00	227.71	.00	2,109.87	(2,109.87)	+++	3,609.4
Other Objects Totals		(\$252,900.00)	(\$16,333.78)	\$0.00	(\$71,059.99)	(\$181,840.01)	28%	(\$246,809.6
Department 14 - Fleet Services Totals		\$0.00	(\$0.02)	\$399.00	\$27,354.49	(\$27,753.49)	+++	(\$2,040.0
Department 20 - General Government								
Personal Services								
401.106	Contract Labor	4,000.00	.00	.00	1,000.00	3,000.00	25	.0
410.001	Health Claims Cost	500.00	.00	.00	103,209.16	(102,709.16)	20642	.0
410.002	Health Claim Costs-Retire	39,617.00	2,183.89	.00	13,800.36	25,816.64	35	34,220.0
Personal Services Totals		\$44,117.00	\$2,183.89	\$0.00	\$118,009.52	(\$73,892.52)	267%	\$34,220.0
Supplies								
500.103	Furniture	500.00	.00	.00	.00	500.00	0	.0
510.106	Cleaning & Sanitation Sup	2,200.00	19.14	.00	276.03	1,923.97	13	2,105.0

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Supplies Totals</i>	\$2,700.00	\$19.14	\$0.00	\$276.03	\$2,423.97	10%	\$2,105.1
	<i>Other Services & Charges</i>							
600.110	SCMIRF Property/Liab Ins	300,000.00	896.50	23,341.38	157,087.47	119,571.15	60	302,372.9
600.112	Survivors Health Ins	6,000.00	913.12	.00	5,713.54	286.46	95	10,201.4
600.1051	Employee Wellness &Safety	20,700.00	325.00	.00	3,509.00	17,191.00	17	8,443.9
600.1052	Unemployment Insurance	3,600.00	7,287.87	.00	7,287.87	(3,687.87)	202	.0
620.114	Advertising	200.00	.00	.00	74.00	126.00	37	169.0
640.124	Travel Expense	1,000.00	.00	.00	.00	1,000.00	0	716.0
650.133	Stormwater	696.00	65.71	.00	328.55	367.45	47	788.0
660.103	Emergency Preparedness	.00	4,781.87	.00	26,745.60	(26,745.60)	+++	13,342.0
660.133	Repairs & Maint. Services	5,000.00	.00	.00	101.73	4,898.27	2	725.4
685.180	Membership Dues and Fees	3,500.00	75.00	.00	475.00	3,025.00	14	3,081.4
685.181	City Hall Demolition/Rebuild Expenses	.00	.00	.00	.00	.00	+++	186,659.0
685.182	Other Operating Expenses	10,000.00	561.18	.00	4,432.42	5,567.58	44	16,907.0
685.1822	City Hall - Temporary Locations	103,824.00	8,652.00	.00	51,912.00	51,912.00	50	103,999.0
686.186	Legal Services	100,000.00	4,182.55	7,490.90	23,178.33	69,330.77	31	144,581.0
686.187	Professional Services	9,000.00	3,144.50	2,565.50	11,006.89	(4,572.39)	151	6,026.0
686.189	Employee Medical	.00	.00	.00	.00	.00	+++	400.0
686.192	Elections	9,000.00	.00	.00	.00	9,000.00	0	6,988.0
686.194	Other Prof/Tech Services	2,000.00	.00	.00	1,500.00	500.00	75	.0
686.195	Repair/Maint Svc Contract	5,860.00	98.53	.00	492.65	5,367.35	8	1,208.0
686.196	Bank Charges/Fees	20,000.00	958.53	.00	4,367.03	15,632.97	22	4,980.0
686.199	Internal Engineering	33,000.00	1,914.75	.00	10,404.56	22,595.44	32	29,689.0
686.1871	Audit Services	36,000.00	23,200.00	.00	23,200.00	12,800.00	64	35,900.0
686.1895	Employee wellness services	2,500.00	.00	.00	.00	2,500.00	0	.0
687.204	Janitorial Services	8,200.00	1,292.16	4,438.30	3,292.18	469.52	94	7,780.0

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Exclude Rollup Account

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Other Services & Charges Totals</i>	\$680,080.00	\$58,349.27	\$37,836.08	\$335,108.82	\$307,135.10	55%	\$884,962.1
	<i>Other Objects</i>							
720.002	Unclaimed funds to the State	.00	.00	.00	2,356.83	(2,356.83)	+++	.0
795.995	GF Cost Distribution	(291,560.00)	(24,296.67)	.00	(121,483.35)	(170,076.65)	42	(291,240.0
	<i>Other Objects Totals</i>	(\$291,560.00)	(\$24,296.67)	\$0.00	(\$119,126.52)	(\$172,433.48)	41%	(\$291,240.0
	Department 20 - General Government Totals	\$435,337.00	\$36,255.63	\$37,836.08	\$334,267.85	\$63,233.07	85%	\$630,048.1
	Department 21 - Debt Service							
	<i>Other Services & Charges</i>							
681.100	Capital Lease Principal	36,634.00	36,634.03	.00	36,634.03	(.03)	100	.0
681.120	Capital Lease Interest	2,713.00	2,712.99	.00	2,712.99	.01	100	.0
681.145	Fire Stat II Loan Principle	80,618.00	.00	.00	.00	80,618.00	0	78,459.9
681.146	Fire Stat II Loan Interest	50,742.00	.00	.00	.00	50,742.00	0	52,900.0
	<i>Other Services & Charges Totals</i>	\$170,707.00	\$39,347.02	\$0.00	\$39,347.02	\$131,359.98	23%	\$131,360.0
	Department 21 - Debt Service Totals	\$170,707.00	\$39,347.02	\$0.00	\$39,347.02	\$131,359.98	23%	\$131,360.0
	EXPENSE TOTALS	\$9,346,665.00	\$651,971.20	\$123,878.08	\$3,630,552.56	\$5,592,234.36	40%	\$9,559,111.1
	Fund 0010 - General Fund Totals							
	REVENUE TOTALS	9,346,665.00	282,015.77	.00	1,492,733.46	7,853,931.54	16%	10,567,336.1
	EXPENSE TOTALS	9,346,665.00	651,971.20	123,878.08	3,630,552.56	5,592,234.36	40%	9,559,111.1
	Fund 0010 - General Fund Totals	\$0.00	(\$369,955.43)	(\$123,878.08)	(\$2,137,819.10)	\$2,261,697.18		\$1,008,225.0
	Fund 0011 - Debt Service							
	REVENUE							
	Department 00 - Revenue							
	<i>Property Taxes</i>							
311.002	Property Taxes -Debt Mill	180,000.00	1,396.73	.00	18,081.24	161,918.76	10	143,994.9
	<i>Property Taxes Totals</i>	\$180,000.00	\$1,396.73	\$0.00	\$18,081.24	\$161,918.76	10%	\$143,994.9



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	Department 00 - Revenue Totals	\$180,000.00	\$1,396.73	\$0.00	\$18,081.24	\$161,918.76	10%	\$143,994.9
	REVENUE TOTALS	\$180,000.00	\$1,396.73	\$0.00	\$18,081.24	\$161,918.76	10%	\$143,994.9
	EXPENSE							
	Department 21 - Debt Service							
	Supplies							
500.102	Equipment	50,000.00	.00	.00	.00	50,000.00	0	.0
	Supplies Totals	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$0.0
	Other Objects							
750.124	Transfers to General Fund	130,000.00	.00	.00	.00	130,000.00	0	.0
	Other Objects Totals	\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00	0%	\$0.0
	Department 21 - Debt Service Totals	\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	0%	\$0.0
	EXPENSE TOTALS	\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	0%	\$0.0
	Fund 0011 - Debt Service Totals							
	REVENUE TOTALS	180,000.00	1,396.73	.00	18,081.24	161,918.76	10%	143,994.9
	EXPENSE TOTALS	180,000.00	.00	.00	.00	180,000.00	0%	.0
	Fund 0011 - Debt Service Totals	\$0.00	\$1,396.73	\$0.00	\$18,081.24	(\$18,081.24)		\$143,994.9
	Fund 0012 - Capital Projects Reserve Fund							
	REVENUE							
	Department 00 - Revenue							
	Operating Transfers In							
392.015	Transfer from Capital Projects Fund	435,500.00	.00	.00	.00	435,500.00	0	.0
	Operating Transfers In Totals	\$435,500.00	\$0.00	\$0.00	\$0.00	\$435,500.00	0%	\$0.0
	Department 00 - Revenue Totals	\$435,500.00	\$0.00	\$0.00	\$0.00	\$435,500.00	0%	\$0.0
	REVENUE TOTALS	\$435,500.00	\$0.00	\$0.00	\$0.00	\$435,500.00	0%	\$0.0
	EXPENSE							

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Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Department	00 - Revenue							
	<i>Other Services & Charges</i>							
686.1911	Grants	.00	.00	.00	.00	.00	+++	(84,998.5
	<i>Other Services & Charges Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$84,998.5
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$84,998.5
Department	26 - Special Projects							
	<i>Capital Outlay</i>							
900.903	Sidewalk Program	110,000.00	.00	.00	.00	110,000.00	0	24,417.0
900.904	Street Re-Surfacing Program	.00	.00	.00	.00	.00	+++	2,850.0
900.918	Ladder One	.00	.00	.00	.00	.00	+++	6,911.0
900.920	Station I Kitchen Repair	.00	.00	.00	.00	.00	+++	48,318.9
900.3000	Buildings & Improvements	251,000.00	.00	.00	6,177.00	244,823.00	2	40,593.0
900.3950	Computer Software	13,000.00	.00	.00	.00	13,000.00	0	.0
900.4000	Office Equipment	.00	.00	.00	.00	.00	+++	16,002.0
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	64,800.0
900.4300	Other Equipment	61,500.00	.00	11,500.00	.00	50,000.00	19	187,123.4
900.6000	Other Improvements	.00	.00	(15,763.50)	15,763.50	.00	+++	15,900.0
	<i>Capital Outlay Totals</i>	\$435,500.00	\$0.00	(\$4,263.50)	\$21,940.50	\$417,823.00	4%	\$406,916.0
	Department 26 - Special Projects Totals	\$435,500.00	\$0.00	(\$4,263.50)	\$21,940.50	\$417,823.00	4%	\$406,916.0
	EXPENSE TOTALS	\$435,500.00	\$0.00	(\$4,263.50)	\$21,940.50	\$417,823.00	4%	\$321,918.0
Fund	0012 - Capital Projects Reserve Fund Totals							
	REVENUE TOTALS	435,500.00	.00	.00	.00	435,500.00	0%	.0
	EXPENSE TOTALS	435,500.00	.00	(4,263.50)	21,940.50	417,823.00	4%	321,918.0
	Fund 0012 - Capital Projects Reserve Fund Totals	\$0.00	\$0.00	\$4,263.50	(\$21,940.50)	\$17,677.00		(\$321,918.3
Fund	0015 - Agency Fund							

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
REVENUE								
	Department 00 - Revenue							
	<i>Investment Earnings</i>							
361.001	Investment Earnings	.00	4.66	.00	42.31	(42.31)	+++	583.00
	<i>Investment Earnings Totals</i>	\$0.00	\$4.66	\$0.00	\$42.31	(\$42.31)	+++	\$583.00
	Department 00 - Revenue Totals	\$0.00	\$4.66	\$0.00	\$42.31	(\$42.31)	+++	\$583.00
	REVENUE TOTALS	\$0.00	\$4.66	\$0.00	\$42.31	(\$42.31)	+++	\$583.00
Fund 0015 - Agency Fund Totals								
	REVENUE TOTALS	.00	4.66	.00	42.31	(42.31)	+++	583.00
	EXPENSE TOTALS	.00	.00	.00	.00	.00	+++	.00
	Fund 0015 - Agency Fund Totals	\$0.00	\$4.66	\$0.00	\$42.31	(\$42.31)		\$583.00
Fund 0016 - Firemen's Fund								
REVENUE								
	Department 00 - Revenue							
	<i>Miscellaneous</i>							
369.001	Insurance Rebate	.00	.00	.00	.00	.00	+++	26,455.00
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$26,455.00
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$26,455.00
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$26,455.00
EXPENSE								
	Department 02 - Firemen's Fund							
	<i>Personal Services</i>							
406.120	Retirement-Contribution	.00	.00	.00	.00	.00	+++	22,000.00
	<i>Personal Services Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$22,000.00
	<i>Other Services & Charges</i>							

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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	+++	4,942.1
	<i>Other Services & Charges Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$4,942.1
	Department 02 - Firemen's Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$26,942.1
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$26,942.1
	Fund 0016 - Firemen's Fund Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	26,455.1
	EXPENSE TOTALS	.00	.00	.00	.00	.00	+++	26,942.1
	Fund 0016 - Firemen's Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		(\$486.9
	Fund 0017 - Federal Grants							
	REVENUE							
	Department 00 - Revenue							
	<i>Federal Grants</i>							
331.000	Federal Grants	.00	.00	.00	.00	.00	+++	3,333.4
	<i>Federal Grants Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,333.4
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,333.4
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,333.4
	EXPENSE							
	Department 69 - Federal Grants							
	<i>Supplies</i>							
500.101	Supplies and Materials	.00	.00	.00	.00	.00	+++	1,193.4
	<i>Supplies Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,193.4
	Department 69 - Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,193.4
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,193.4
	Fund 0017 - Federal Grants Totals							



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Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
REVENUE TOTALS		.00	.00	.00	.00	.00	+++	3,333.4
EXPENSE TOTALS		.00	.00	.00	.00	.00	+++	1,193.4
Fund 0017 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,140.0
Fund 0018 - State and Local Grants								
REVENUE								
Department 00 - Revenue								
Local Grants								
332.008	Other Local Grants	.00	183.74	.00	3,165.44	(3,165.44)	+++	39,980.0
	Local Grants Totals	\$0.00	\$183.74	\$0.00	\$3,165.44	(\$3,165.44)	+++	\$39,980.0
	State Grants							
332.000	State Grants	.00	7,117.00	.00	7,117.00	(7,117.00)	+++	.0
	State Grants Totals	\$0.00	\$7,117.00	\$0.00	\$7,117.00	(\$7,117.00)	+++	\$0.0
	Federal Grants							
331.070	Hazard Mitigation Grant	.00	.00	.00	.00	.00	+++	33,949.0
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$33,949.0
	City Funding							
331.069	Match Revenue	.00	.00	.00	.00	.00	+++	3,151.4
	City Funding Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,151.4
	Department 00 - Revenue Totals	\$0.00	\$7,300.74	\$0.00	\$10,282.44	(\$10,282.44)	+++	\$77,081.0
REVENUE TOTALS		\$0.00	\$7,300.74	\$0.00	\$10,282.44	(\$10,282.44)	+++	\$77,081.0
EXPENSE								
Department 70 - State and Local Grants								
Supplies								
500.101	Supplies and Materials	.00	690.30	.00	4,246.84	(4,246.84)	+++	41,132.0
501.101	Uniforms and Clothing	.00	.00	.00	.00	.00	+++	2,000.0
	Supplies Totals	\$0.00	\$690.30	\$0.00	\$4,246.84	(\$4,246.84)	+++	\$43,132.0



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Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Other Services & Charges</i>							
685.187	Special Projects	.00	4,565.24	720.00	11,391.42	(12,111.42)	+++	33,949.1
	<i>Other Services & Charges Totals</i>	\$0.00	\$4,565.24	\$720.00	\$11,391.42	(\$12,111.42)	+++	\$33,949.1
	Department 70 - State and Local Grants Totals	\$0.00	\$5,255.54	\$720.00	\$15,638.26	(\$16,358.26)	+++	\$77,081.8
	EXPENSE TOTALS	\$0.00	\$5,255.54	\$720.00	\$15,638.26	(\$16,358.26)	+++	\$77,081.8
	Fund 0018 - State and Local Grants Totals							
	REVENUE TOTALS	.00	7,300.74	.00	10,282.44	(10,282.44)	+++	77,081.8
	EXPENSE TOTALS	.00	5,255.54	720.00	15,638.26	(16,358.26)	+++	77,081.8
	Fund 0018 - State and Local Grants Totals	\$0.00	\$2,045.20	(\$720.00)	(\$5,355.82)	\$6,075.82		\$0.0
	Fund 0020 - State Accommodations Tax							
	REVENUE							
	Department 00 - Revenue							
	<i>State Shared</i>							
318.001	Accommodations Tax	125,000.00	.00	.00	33,485.23	91,514.77	27	129,805.1
	<i>State Shared Totals</i>	\$125,000.00	\$0.00	\$0.00	\$33,485.23	\$91,514.77	27%	\$129,805.1
	<i>Investment Earnings</i>							
361.001	Investment Earnings	1,500.00	.00	.00	96.28	1,403.72	6	2,016.0
	<i>Investment Earnings Totals</i>	\$1,500.00	\$0.00	\$0.00	\$96.28	\$1,403.72	6%	\$2,016.0
	Department 00 - Revenue Totals	\$126,500.00	\$0.00	\$0.00	\$33,581.51	\$92,918.49	27%	\$131,821.9
	REVENUE TOTALS	\$126,500.00	\$0.00	\$0.00	\$33,581.51	\$92,918.49	27%	\$131,821.9
	EXPENSE							
	Department 33 - State Accommodations Tax							
	<i>Other Services & Charges</i>							
620.114	Advertising	500.00	.00	.00	.00	500.00	0	222.0
683.173	Tourism Related	65,000.00	.00	.00	1,812.81	63,187.19	3	74,775.9



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
683.174	Tourism Advertise/Promote	29,000.00	.00	.00	.00	29,000.00	0	20,659.00
	<i>Other Services & Charges Totals</i>	\$94,500.00	\$0.00	\$0.00	\$1,812.81	\$92,687.19	2%	\$95,657.00
	<i>Other Objects</i>							
750.124	Transfers to General Fund	32,000.00	.00	.00	25,424.26	6,575.74	79	30,240.00
	<i>Other Objects Totals</i>	\$32,000.00	\$0.00	\$0.00	\$25,424.26	\$6,575.74	79%	\$30,240.00
	Department 33 - State Accommodations Tax Totals	\$126,500.00	\$0.00	\$0.00	\$27,237.07	\$99,262.93	22%	\$125,897.00
	EXPENSE TOTALS	\$126,500.00	\$0.00	\$0.00	\$27,237.07	\$99,262.93	22%	\$125,897.00
	Fund 0020 - State Accommodations Tax Totals							
	REVENUE TOTALS	126,500.00	.00	.00	33,581.51	92,918.49	27%	131,821.00
	EXPENSE TOTALS	126,500.00	.00	.00	27,237.07	99,262.93	22%	125,897.00
	Fund 0020 - State Accommodations Tax Totals	\$0.00	\$0.00	\$0.00	\$6,344.44	(\$6,344.44)		\$5,924.00
	Fund 0022 - Local Hospitality/ATax							
	REVENUE							
	Department 00 - Revenue							
	<i>Fees</i>							
324.001	Hospitality Fee	690,000.00	61,668.11	.00	317,864.51	372,135.49	46	743,697.00
324.002	Accommodation Fees	200,000.00	16,836.89	.00	82,061.09	117,938.91	41	192,534.00
	<i>Fees Totals</i>	\$890,000.00	\$78,505.00	\$0.00	\$399,925.60	\$490,074.40	45%	\$936,231.00
	<i>State Grants</i>							
332.015	DBA State Grant	30,000.00	.00	.00	30,000.00	.00	100	76,472.00
	<i>State Grants Totals</i>	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	100%	\$76,472.00
	<i>Federal Grants</i>							
335.004	Fema Recovery	.00	.00	.00	.00	.00	+++	3,836.00
	<i>Federal Grants Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,836.00
	<i>Investment Earnings</i>							

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
361.001	Investment Earnings	18,000.00	.00	.00	1,175.16	16,824.84	7	22,047.9
	<i>Investment Earnings Totals</i>	\$18,000.00	\$0.00	\$0.00	\$1,175.16	\$16,824.84	7%	\$22,047.9
	<i>Miscellaneous</i>							
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	+++	394.1
369.002	Miscellaneous Revenue	.00	.00	.00	1,000.00	(1,000.00)	+++	4,500.0
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)	+++	\$4,894.1
	<i>Capital Contributions</i>							
367.005	Donations/Private Sources	.00	.00	.00	.00	.00	+++	5,000.0
	<i>Capital Contributions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,000.0
	<i>Operating Transfers In</i>							
394.002	Transfer from fund balance	(118,224.00)	.00	.00	.00	(118,224.00)	0	.0
	<i>Operating Transfers In Totals</i>	(\$118,224.00)	\$0.00	\$0.00	\$0.00	(\$118,224.00)	0%	\$0.0
	Department 00 - Revenue Totals	\$819,776.00	\$78,505.00	\$0.00	\$432,100.76	\$387,675.24	53%	\$1,048,482.1
	REVENUE TOTALS	\$819,776.00	\$78,505.00	\$0.00	\$432,100.76	\$387,675.24	53%	\$1,048,482.1
	EXPENSE							
	Department 08 - Winyah Auditorium							
	<i>Other Services & Charges</i>							
650.127	Electricity	9,000.00	553.33	.00	4,570.29	4,429.71	51	8,508.4
	<i>Other Services & Charges Totals</i>	\$9,000.00	\$553.33	\$0.00	\$4,570.29	\$4,429.71	51%	\$8,508.4
	Department 08 - Winyah Auditorium Totals	\$9,000.00	\$553.33	\$0.00	\$4,570.29	\$4,429.71	51%	\$8,508.4
	Department 23 - Old Hospitality Fees							
	<i>Other Services & Charges</i>							
620.114	Advertising	200.00	.00	.00	.00	200.00	0	.0
620.1141	Advertising- Other	500.00	.00	.00	.00	500.00	0	190.0
685.182	Other Operating Expenses	2,000.00	.00	.00	.00	2,000.00	0	9.0
	<i>Other Services & Charges Totals</i>	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	0%	\$199.0



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Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Other Objects</i>							
750.124	Transfers to General Fund	125,000.00	10,416.67	.00	52,083.35	72,916.65	42	125,000.00
	<i>Other Objects Totals</i>	\$125,000.00	\$10,416.67	\$0.00	\$52,083.35	\$72,916.65	42%	\$125,000.00
	<i>Capital Outlay</i>							
900.905	Park Improvements	.00	.00	.00	.00	.00	+++	63,758.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$63,758.00
	Department 23 - Old Hospitality Fees Totals	\$127,700.00	\$10,416.67	\$0.00	\$52,083.35	\$75,616.65	41%	\$188,957.00
	Department 24 - New Hospitality Fees							
	<i>Personal Services</i>							
400.101	Regular Pay	36,200.00	2,838.47	.00	14,618.18	21,581.82	40	37,439.00
401.103	Overtime	500.00	.00	.00	.00	500.00	0	258.00
405.114	FICA	2,810.00	207.24	.00	1,063.77	1,746.23	38	2,753.00
406.116	Retirement	6,700.00	517.74	.00	2,687.63	4,012.37	40	6,848.00
410.001	Health Claims Cost	3,630.00	290.50	.00	1,452.50	2,177.50	40	3,486.00
	<i>Personal Services Totals</i>	\$49,840.00	\$3,853.95	\$0.00	\$19,822.08	\$30,017.92	40%	\$50,786.00
	<i>Other Services & Charges</i>							
620.1141	Advertising- Other	300.00	74.00	.00	74.00	226.00	25	132.00
683.174	Tourism Advertise/Promote	125,000.00	3,000.00	.00	4,828.51	120,171.49	4	152,113.00
685.182	Other Operating Expenses	11,100.00	263.23	5,386.50	4,887.14	826.36	93	10,875.00
685.187	Special Projects	10,000.00	3,500.00	.00	3,500.00	6,500.00	35	106,021.00
685.1871	Way-finding project	50,000.00	.00	.00	3,036.20	46,963.80	6	6,384.00
686.195	Repair/Maint Svc Contract	11,800.00	.00	7,600.00	2,439.00	1,761.00	85	13,561.00
687.198	Donations & Promotions	500.00	.00	.00	.00	500.00	0	.00
687.204	Janitorial Services	32,900.00	5,261.10	18,069.96	13,402.98	1,427.06	96	29,872.00
	<i>Other Services & Charges Totals</i>	\$241,600.00	\$12,098.33	\$31,056.46	\$32,167.83	\$178,375.71	26%	\$318,960.00
	<i>Capital Outlay</i>							

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Operating Revenues</i>								
301.000	Sale Of Utilities	11,900,000.00	779,542.23	.00	4,834,305.40	7,065,694.60	41	10,971,216.00
301.002	New Turn Ons	5,000.00	310.00	.00	1,750.00	3,250.00	35	3,790.00
301.004	Security Lights	250,000.00	22,946.00	.00	114,347.00	135,653.00	46	278,506.00
301.012	Restores	60,000.00	8,310.00	.00	38,910.00	21,090.00	65	47,550.00
302.001	Penalties	125,000.00	9,111.83	.00	60,990.15	64,009.85	49	94,348.00
302.002	Pole Rental	200,000.00	.00	.00	40,101.08	159,898.92	20	195,332.00
302.003	Fiber Rental	25,000.00	4,000.00	.00	10,000.00	15,000.00	40	24,000.00
<i>Operating Revenues Totals</i>		\$12,565,000.00	\$824,220.06	\$0.00	\$5,100,403.63	\$7,464,596.37	41%	\$11,614,742.00
<i>Federal Grants</i>								
335.004	Fema Recovery	10,000.00	2,421.31	.00	2,421.31	7,578.69	24	75,618.00
<i>Federal Grants Totals</i>		\$10,000.00	\$2,421.31	\$0.00	\$2,421.31	\$7,578.69	24%	\$75,618.00
<i>Investment Earnings</i>								
306.001	Investment Earnings	90,000.00	569.24	.00	5,167.16	84,832.84	6	131,433.00
<i>Investment Earnings Totals</i>		\$90,000.00	\$569.24	\$0.00	\$5,167.16	\$84,832.84	6%	\$131,433.00
<i>Miscellaneous</i>								
301.001	Revenue from Energy Efficiency Program	55,000.00	3,648.20	.00	32,723.71	22,276.29	59	60,778.00
307.002	Sale Of Scrap	500.00	.00	.00	.00	500.00	0	.00
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	+++	5,805.00
369.002	Miscellaneous Revenue	5,000.00	.00	.00	.00	5,000.00	0	5,419.00
369.003	Insurance Proceeds	1,000.00	.00	.00	.00	1,000.00	0	12,993.00
<i>Miscellaneous Totals</i>		\$61,500.00	\$3,648.20	\$0.00	\$32,723.71	\$28,776.29	53%	\$84,997.00
<i>Operating Transfers In</i>								
394.002	Transfer from fund balance	(372,033.00)	.00	.00	.00	(372,033.00)	0	.00
<i>Operating Transfers In Totals</i>		(\$372,033.00)	\$0.00	\$0.00	\$0.00	(\$372,033.00)	0%	\$0.00
Department 00 - Revenue Totals		\$12,354,467.00	\$830,858.81	\$0.00	\$5,140,715.81	\$7,213,751.19	42%	\$11,906,792.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
REVENUE TOTALS		\$12,354,467.00	\$830,858.81	\$0.00	\$5,140,715.81	\$7,213,751.19	42%	\$11,906,792.1
EXPENSE								
Department 19 - Electric								
Personal Services								
400.101	Regular Pay	776,500.00	56,681.37	.00	306,381.99	470,118.01	39	750,378.0
401.103	Overtime	10,000.00	1,323.65	.00	5,355.50	4,644.50	54	8,791.1
401.105	On-call pay	10,400.00	800.00	.00	4,400.00	6,000.00	42	10,400.0
401.106	Contract Labor	410,000.00	52,537.30	142,119.70	132,880.30	135,000.00	67	323,656.1
405.114	FICA	60,300.00	4,287.61	.00	23,064.97	37,235.03	38	56,195.1
406.116	Retirement	124,000.00	9,105.31	.00	49,047.09	74,952.91	40	118,868.0
408.125	SCMIT Worker's Comp Ins.	77,800.00	.00	.00	38,647.22	39,152.78	50	79,292.1
410.001	Health Claims Cost	102,873.00	8,007.76	.00	40,464.88	62,408.12	39	102,395.1
410.002	Health Claim Costs-Retire	30,671.00	1,709.85	.00	14,245.83	16,425.17	46	28,723.1
410.003	OPEB cost	15,000.00	.00	.00	.00	15,000.00	0	.0
Personal Services Totals		\$1,617,544.00	\$134,452.85	\$142,119.70	\$614,487.78	\$860,936.52	47%	\$1,478,701.1
Supplies								
500.101	Supplies and Materials	24,070.00	2,252.69	.00	12,144.70	11,925.30	50	19,711.1
500.102	Equipment	8,000.00	.00	.00	1,312.20	6,687.80	16	5,984.1
500.103	Furniture	800.00	.00	.00	.00	800.00	0	.0
500.105	Printing and Binding	600.00	.00	.00	.00	600.00	0	.0
501.101	Uniforms and Clothing	15,900.00	879.29	.00	4,694.04	11,205.96	30	13,675.1
514.114	Wire Expense	8,000.00	182.48	.00	23,708.74	(15,708.74)	296	25,305.0
514.115	Christmas Decorations	32,100.00	1,165.87	.00	30,069.77	2,030.23	94	11,738.1
514.116	Pole Line Hardware	7,000.00	37.71	.00	4,653.51	2,346.49	66	19,746.1
514.117	Poles & Crossarms	6,000.00	.00	.00	2,495.63	3,504.37	42	9,496.1
514.118	Fuel for Peak Shaving Generation	85,000.00	.00	.00	26,752.97	58,247.03	31	72,998.1

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Exclude Rollup Account

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
660.140	Hydraulic Repair	12,000.00	.00	.00	1,162.53	10,837.47	10	12,310.00
660.145	Gasoline & Oil	22,447.00	1,532.63	.00	5,942.20	16,504.80	26	22,202.00
660.1391	Fleet Services -Departmental Expense Allocation	25,000.00	1,514.63	.00	8,633.35	16,366.65	35	31,736.00
660.1392	Fleet Svcs- Outside Vends	1,000.00	.00	.00	1,623.00	(623.00)	162	638.00
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
662.141	Department Repairs	13,000.00	.00	.00	743.77	12,256.23	6	10,266.00
663.145	Sub-Station Maintenance	3,000.00	.00	.00	.00	3,000.00	0	.00
663.146	Transformers Repairs	4,500.00	.00	.00	.00	4,500.00	0	.00
664.101	Community Education	1,500.00	.00	.00	404.26	1,095.74	27	808.00
670.156	Equipment Rental/Lease	3,800.00	285.07	.00	2,545.70	1,254.30	67	4,166.00
670.157	Equipment Lease	.00	.00	.00	.00	.00	+++	3.00
682.170	Infrared Test	800.00	.00	.00	640.00	160.00	80	.00
682.171	Safety Testing/Compliance	3,500.00	.00	.00	15.80	3,484.20	0	4,470.00
682.172	Ground Maint. Expenses	.00	.00	.00	.00	.00	+++	8.00
682.173	Tree Crew Maintenance	11,579.00	.00	.00	2,595.93	8,983.07	22	14,262.00
685.180	Membership Dues and Fees	18,045.00	.00	.00	9,173.49	8,871.51	51	16,883.00
685.182	Other Operating Expenses	2,000.00	.00	.00	(1,244.09)	3,244.09	-62	1,441.00
685.183	Depreciation	530,700.00	64,808.43	.00	323,639.50	207,060.50	61	707,709.00
685.186	Training	18,200.00	.00	.00	5,967.00	12,233.00	33	12,791.00
685.190	Landfill Fees	7,421.00	957.06	.00	2,681.87	4,739.13	36	8,082.00
685.1801	Subscriptions	40.00	.00	.00	.00	40.00	0	.00
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	41,668.00
686.186	Legal Services	5,000.00	.00	.00	.00	5,000.00	0	.00
686.187	Professional Services	10,200.00	.00	6,332.70	2,682.70	1,184.60	88	7,862.00
686.188	Architect/Engineer Servcs	40,000.00	2,932.67	.00	14,198.13	25,801.87	35	59,244.00
686.189	Employee Medical	600.00	.00	.00	120.00	480.00	20	318.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
900.3105	Transformer-Pole Mounted 99904	.00	.00	.00	.00	.00	+++	673.0
900.3106	Poles 99905	.00	.00	.00	.00	.00	+++	2,564.0
900.3107	Security & Street Lights 99906	.00	.00	.00	.00	.00	+++	2,134.9
900.3108	Misc. Line Upgrades - Sumter Utilities	.00	.00	.00	.00	.00	+++	236,557.7
900.4100	Vehicles	.00	.00	7,261.00	.00	(7,261.00)	+++	156,859.9
900.4300	Other Equipment	112,000.00	.00	.00	18,343.60	93,656.40	16	21,770.7
9999.9999	Assets Reclassified	(1,602,000.00)	.00	.00	(28,865.62)	(1,573,134.38)	2	(1,499,383.6
Capital Outlay Totals		\$0.00	\$0.00	\$7,261.00	\$0.00	(\$7,261.00)	+++	\$0.0
Department 19 - Electric Totals		\$12,353,467.00	\$374,130.36	\$159,777.74	\$4,563,477.95	\$7,630,211.31	38%	\$12,215,594.0
Department 36 - Fiber Optics								
Other Services & Charges								
685.183	Depreciation	1,000.00	19.11	.00	95.54	904.46	10	229.7
Other Services & Charges Totals		\$1,000.00	\$19.11	\$0.00	\$95.54	\$904.46	10%	\$229.7
Department 36 - Fiber Optics Totals		\$1,000.00	\$19.11	\$0.00	\$95.54	\$904.46	10%	\$229.7
EXPENSE TOTALS		\$12,354,467.00	\$374,149.47	\$159,777.74	\$4,563,573.49	\$7,631,115.77	38%	\$12,215,823.9
Fund 0030 - Electric Utility Fund Totals								
REVENUE TOTALS		12,354,467.00	830,858.81	.00	5,140,715.81	7,213,751.19	42%	11,906,792.1
EXPENSE TOTALS		12,354,467.00	374,149.47	159,777.74	4,563,573.49	7,631,115.77	38%	12,215,823.9
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$456,709.34	(\$159,777.74)	\$577,142.32	(\$417,364.58)		(\$309,031.4
Fund 0031 - Water Utility Fund								
REVENUE								
Department 00 - Revenue								
Operating Revenues								
301.000	Sale Of Utilities	2,325,750.00	183,400.69	.00	970,335.82	1,355,414.18	42	2,235,511.0
301.002	New Turn Ons	3,000.00	295.00	.00	1,650.00	1,350.00	55	3,180.0



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
301.006	Sale Of Raw Water	13,000.00	1,168.53	.00	4,866.39	8,133.61	37	11,467.8
301.009	New Service Taps	20,000.00	.00	.00	11,000.00	9,000.00	55	27,006.0
301.013	Meter Installation	3,500.00	300.00	.00	7,650.00	(4,150.00)	219	4,650.0
302.001	Penalties	30,000.00	1,567.09	.00	11,079.22	18,920.78	37	18,144.1
	<i>Operating Revenues Totals</i>	\$2,395,250.00	\$186,731.31	\$0.00	\$1,006,581.43	\$1,388,668.57	42%	\$2,299,960.0
	<i>Impact Fees</i>							
324.020	Water Impact Fee	25,000.00	.00	.00	6,050.00	18,950.00	24	39,040.0
	<i>Impact Fees Totals</i>	\$25,000.00	\$0.00	\$0.00	\$6,050.00	\$18,950.00	24%	\$39,040.0
	<i>State Grants</i>							
332.000	State Grants	.00	34,815.00	.00	209,842.50	(209,842.50)	+++	124,807.1
	<i>State Grants Totals</i>	\$0.00	\$34,815.00	\$0.00	\$209,842.50	(\$209,842.50)	+++	\$124,807.1
	<i>Federal Grants</i>							
335.004	Fema Recovery	5,000.00	364.79	.00	364.79	4,635.21	7	33,030.1
	<i>Federal Grants Totals</i>	\$5,000.00	\$364.79	\$0.00	\$364.79	\$4,635.21	7%	\$33,030.1
	<i>Investment Earnings</i>							
306.001	Investment Earnings	30,000.00	129.22	.00	1,172.76	28,827.24	4	72,341.1
	<i>Investment Earnings Totals</i>	\$30,000.00	\$129.22	\$0.00	\$1,172.76	\$28,827.24	4%	\$72,341.1
	<i>Miscellaneous</i>							
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	+++	6,713.1
369.002	Miscellaneous Revenue	8,000.00	315.00	.00	1,334.40	6,665.60	17	7,635.1
	<i>Miscellaneous Totals</i>	\$8,000.00	\$315.00	\$0.00	\$1,334.40	\$6,665.60	17%	\$14,348.0
	<i>Capital Contributions</i>							
371.004	Capital Contributions	.00	.00	.00	.00	.00	+++	3,465.9
	<i>Capital Contributions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,465.9
	<i>Operating Transfers In</i>							
394.002	Transfer from fund balance	417,085.00	.00	.00	.00	417,085.00	0	.0



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Operating Transfers In Totals</i>	\$417,085.00	\$0.00	\$0.00	\$0.00	\$417,085.00	0%	\$0.00
	<i>Sale of Assets</i>							
391.001	Sale of Assets	500.00	.00	.00	2,800.11	(2,300.11)	560	6,252.00
	<i>Sale of Assets Totals</i>	\$500.00	\$0.00	\$0.00	\$2,800.11	(\$2,300.11)	560%	\$6,252.00
	Department 00 - Revenue Totals	\$2,880,835.00	\$222,355.32	\$0.00	\$1,228,145.99	\$1,652,689.01	43%	\$2,593,245.00
	REVENUE TOTALS	\$2,880,835.00	\$222,355.32	\$0.00	\$1,228,145.99	\$1,652,689.01	43%	\$2,593,245.00
	EXPENSE							
	Department 15 - Water Distribution							
	<i>Personal Services</i>							
400.101	Regular Pay	182,300.00	14,638.56	.00	61,772.78	120,527.22	34	186,645.00
401.103	Overtime	14,000.00	320.91	.00	3,185.70	10,814.30	23	13,107.00
401.105	On-call pay	5,200.00	400.00	.00	2,200.00	3,000.00	42	5,200.00
405.114	FICA	15,400.00	1,123.97	.00	5,059.64	10,340.36	33	15,078.00
406.116	Retirement	31,350.00	2,382.46	.00	10,779.80	20,570.20	34	31,762.00
408.125	SCMIT Worker's Comp Ins.	15,500.00	.00	.00	7,678.56	7,821.44	50	15,508.00
410.001	Health Claims Cost	22,984.00	1,953.82	.00	8,874.46	14,109.54	39	23,248.00
410.002	Health Claim Costs-Retire	5,760.00	3.00	.00	39.12	5,720.88	1	3,241.00
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	.00
	<i>Personal Services Totals</i>	\$296,494.00	\$20,822.72	\$0.00	\$99,590.06	\$196,903.94	34%	\$293,793.00
	<i>Supplies</i>							
500.101	Supplies and Materials	5,250.00	66.76	.00	1,437.25	3,812.75	27	4,096.00
500.102	Equipment	4,750.00	.00	.00	275.55	4,474.45	6	2,440.00
501.101	Uniforms and Clothing	4,000.00	192.06	.00	1,427.24	2,572.76	36	3,049.00
513.112	Asphalt/Concrete/Gravel	25,000.00	1,185.74	16,893.01	5,185.98	2,921.01	88	28,208.00
514.110	Water Dist System Supply	40,000.00	951.63	.00	16,471.72	23,528.28	41	61,707.00
515.121	Safety Supplies	300.00	.00	.00	.00	300.00	0	.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
523.136	Hydrant Replacement	5,000.00	.00	.00	4,036.65	963.35	81	3,880.00
532.148	Small Hand Tools	300.00	.00	.00	28.77	271.23	10	439.00
Supplies Totals		\$84,600.00	\$2,396.19	\$16,893.01	\$28,863.16	\$38,843.83	54%	\$103,821.00
Other Services & Charges								
515.129	Permit Fees Due To Others	1,000.00	.00	.00	.00	1,000.00	0	631.00
600.110	SCMIRF Property/Liab Ins	22,000.00	.00	.00	11,327.66	10,672.34	51	21,184.00
610.112	Postage	900.00	29.28	.00	306.84	593.16	34	711.00
610.1110	Communications- Wireless	660.00	41.39	.00	169.60	490.40	26	539.00
620.114	Advertising	600.00	.00	.00	.00	600.00	0	226.00
640.124	Travel Expense	100.00	.00	.00	.00	100.00	0	803.00
650.127	Electricity	6,749.00	582.94	.00	3,348.37	3,400.63	50	8,068.00
650.128	Water	18,000.00	1,344.64	.00	6,937.31	11,062.69	39	18,136.00
650.129	Wastewater	10,054.00	711.41	.00	3,705.25	6,348.75	37	10,222.00
650.130	Sanitation	593.00	55.96	.00	279.80	313.20	47	671.00
650.133	Stormwater	3,772.00	356.08	.00	1,780.40	1,991.60	47	4,272.00
650.1271	Electricity- Sales Tax	318.00	26.54	.00	169.07	148.93	53	331.00
660.103	Emergency Preparedness	.00	.00	.00	33.23	(33.23)	+++	157.00
660.133	Repairs & Maint. Services	12,500.00	.00	.00	3,963.42	8,536.58	32	2,353.00
660.139	Fleet Services-RTA Mtce Allocation	8,000.00	67.27	.00	2,397.07	5,602.93	30	4,858.00
660.145	Gasoline & Oil	8,431.00	652.53	.00	2,577.46	5,853.54	31	8,802.00
660.1391	Fleet Services -Departmental Expense Allocation	8,000.00	392.33	.00	2,145.57	5,854.43	27	8,485.00
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	126.95	(126.95)	+++	.00
670.156	Equipment Rental/Lease	100.00	.00	.00	.00	100.00	0	.00
685.180	Membership Dues and Fees	250.00	.00	.00	60.00	190.00	24	50.00
685.182	Other Operating Expenses	1,500.00	.00	.00	62.00	1,438.00	4	200.00
685.183	Depreciation	360,000.00	36,889.20	.00	184,324.97	175,675.03	51	401,223.00

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
540.157	Treated Water Purchase	500.00	6.50	.00	26.00	474.00	5	78.0
540.1510	IP Raw Water Contract-Stl	11,808.00	548.11	.00	3,409.73	8,398.27	29	3,560.0
Supplies Totals		\$382,608.00	\$31,765.28	\$89,665.75	\$190,024.33	\$102,917.92	73%	\$381,692.0
Other Services & Charges								
515.129	Permit Fees Due To Others	22,000.00	.00	.00	20,567.00	1,433.00	93	19,389.0
600.110	SCMIRF Property/Liab Ins	17,000.00	.00	.00	8,827.24	8,172.76	52	16,508.0
610.111	Communications- Landline	1,200.00	94.05	.00	474.59	725.41	40	1,131.0
610.112	Postage	800.00	.00	.00	18.24	781.76	2	150.0
610.1110	Communications- Wireless	660.00	41.39	.00	169.60	490.40	26	539.0
620.114	Advertising	1,000.00	74.00	.00	74.00	926.00	7	916.0
640.124	Travel Expense	100.00	.00	.00	.00	100.00	0	211.0
650.127	Electricity	78,700.00	6,178.72	.00	31,982.02	46,717.98	41	85,050.0
650.130	Sanitation	797.00	75.20	.00	376.00	421.00	47	902.0
650.133	Stormwater	1,902.00	179.55	.00	897.75	1,004.25	47	2,154.0
650.134	Security Lights	1,398.00	132.00	.00	660.00	738.00	47	1,584.0
650.1271	Electricity- Sales Tax	91.00	6.53	.00	36.05	54.95	40	91.0
660.103	Emergency Preparedness	.00	.00	.00	15.89	(15.89)	+++	16.0
660.133	Repairs & Maint. Services	28,000.00	1,836.13	2,741.85	14,841.53	10,416.62	63	49,132.0
660.139	Fleet Services-RTA Mtce Allocation	4,000.00	.00	.00	206.75	3,793.25	5	2,901.0
660.145	Gasoline & Oil	1,179.00	83.50	.00	310.63	868.37	26	1,613.0
660.1391	Fleet Services -Departmental Expense Allocation	2,000.00	82.00	.00	449.76	1,550.24	22	2,901.0
660.1392	Fleet Svcs- Outside Vends	1,500.00	.00	.00	.00	1,500.00	0	1,107.0
662.140	Building Repairs	.00	.00	.00	.00	.00	+++	3,263.0
670.156	Equipment Rental/Lease	300.00	.00	.00	.00	300.00	0	.0
685.180	Membership Dues and Fees	600.00	.00	.00	485.00	115.00	81	320.0
685.182	Other Operating Expenses	600.00	.00	.00	62.00	538.00	10	495.0

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Capital Outlay</i>								
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	+++	23,707.0
9999.9999	Assets Reclassified	.00	.00	.00	.00	.00	+++	(23,707.2
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.0
Department 41 - General & Administrative Totals		\$0.00	(\$2,477.21)	\$1,268.06	(\$25,212.51)	\$23,944.45	+++	\$86,266.0
Department 42 - Engineering Services								
<i>Personal Services</i>								
400.101	Regular Pay	84,200.00	6,498.56	.00	33,467.58	50,732.42	40	104,938.0
405.114	FICA	6,440.00	450.79	.00	2,305.39	4,134.61	36	7,372.0
406.116	Retirement	13,150.00	1,007.46	.00	5,187.10	7,962.90	39	16,229.0
408.125	SCMIT Worker's Comp Ins.	2,000.00	.00	.00	.00	2,000.00	0	.0
410.001	Health Claims Cost	18,936.00	1,069.52	.00	5,347.60	13,588.40	28	15,958.0
<i>Personal Services Totals</i>		\$124,726.00	\$9,026.33	\$0.00	\$46,307.67	\$78,418.33	37%	\$144,499.0
<i>Supplies</i>								
500.101	Supplies and Materials	250.00	.00	.00	.00	250.00	0	249.0
500.105	Printing and Binding	100.00	.00	.00	.00	100.00	0	95.0
501.101	Uniforms and Clothing	600.00	.00	.00	.00	600.00	0	547.0
515.121	Safety Supplies	200.00	.00	.00	.00	200.00	0	84.0
515.124	Department Supplies	600.00	.00	.00	60.00	540.00	10	.0
<i>Supplies Totals</i>		\$1,750.00	\$0.00	\$0.00	\$60.00	\$1,690.00	3%	\$977.0
<i>Other Services & Charges</i>								
610.112	Postage	75.00	.00	.00	35.58	39.42	47	49.0
610.1110	Communications- Wireless	1,200.00	41.39	.00	169.60	1,030.40	14	826.0
640.124	Travel Expense	325.00	.00	.00	.00	325.00	0	253.0
685.180	Membership Dues and Fees	700.00	.00	.00	.00	700.00	0	299.0
685.183	Depreciation	5,300.00	435.10	.00	2,175.50	3,124.50	41	1,305.0



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
685.184	Continuing Education	1,400.00	.00	.00	.00	1,400.00	0	350.0
685.186	Training	750.00	.00	.00	25.00	725.00	3	.0
686.187	Professional Services	4,500.00	.00	.00	2,962.00	1,538.00	66	3,378.0
686.1895	Employee wellness services	1,200.00	70.94	.00	311.15	888.85	26	928.0
	<i>Other Services & Charges Totals</i>	\$15,450.00	\$547.43	\$0.00	\$5,678.83	\$9,771.17	37%	\$7,391.4
	<i>Other Objects</i>							
735.122	Services Billed	(141,926.00)	(9,573.76)	.00	(52,022.78)	(89,903.22)	37	(148,445.3
	<i>Other Objects Totals</i>	(\$141,926.00)	(\$9,573.76)	\$0.00	(\$52,022.78)	(\$89,903.22)	37%	(\$148,445.3
	<i>Capital Outlay</i>							
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	31,327.0
9999.9999	Assets Reclassified	.00	.00	.00	.00	.00	+++	(31,327.2
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.0
	Department 42 - Engineering Services Totals	\$0.00	\$0.00	\$0.00	\$23.72	(\$23.72)	+++	\$4,423.0
	EXPENSE TOTALS	\$2,880,835.00	\$203,290.72	(\$272,637.06)	\$1,143,499.65	\$2,009,972.41	30%	\$3,443,417.0
	Fund 0031 - Water Utility Fund Totals							
	REVENUE TOTALS	2,880,835.00	222,355.32	.00	1,228,145.99	1,652,689.01	43%	2,593,245.0
	EXPENSE TOTALS	2,880,835.00	203,290.72	(272,637.06)	1,143,499.65	2,009,972.41	30%	3,443,417.0
	Fund 0031 - Water Utility Fund Totals	\$0.00	\$19,064.60	\$272,637.06	\$84,646.34	(\$357,283.40)		(\$850,171.7
	Fund 0032 - Wastewater Fund							
	REVENUE							
	Department 00 - Revenue							
	<i>Operating Revenues</i>							
301.000	Sale Of Utilities	2,751,000.00	211,024.01	.00	1,115,041.11	1,635,958.89	41	2,575,265.0
301.002	New Turn Ons	3,300.00	285.00	.00	1,565.00	1,735.00	47	3,065.0
301.003	Transfers	.00	.00	.00	.00	.00	+++	156,379.0



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
391.001	Sale of Assets	1,000.00	.00	.00	2,026.00	(1,026.00)	203	2,575.00
	<i>Sale of Assets Totals</i>	\$1,000.00	\$0.00	\$0.00	\$2,026.00	(\$1,026.00)	203%	\$2,575.00
	Department 00 - Revenue Totals	\$3,665,692.00	\$309,616.56	\$0.00	\$1,636,589.11	\$2,029,102.89	45%	\$3,956,671.11
	REVENUE TOTALS	\$3,665,692.00	\$309,616.56	\$0.00	\$1,636,589.11	\$2,029,102.89	45%	\$3,956,671.11
	EXPENSE							
	Department 18 - Wastewater Collections							
	<i>Personal Services</i>							
400.101	Regular Pay	185,000.00	14,945.44	.00	76,177.17	108,822.83	41	187,741.44
401.103	Overtime	3,000.00	82.97	.00	249.00	2,751.00	8	2,030.00
401.105	On-call pay	4,420.00	433.32	.00	1,933.26	2,486.74	44	4,233.00
405.114	FICA	14,750.00	1,061.64	.00	5,375.14	9,374.86	36	13,481.00
406.116	Retirement	29,950.00	2,389.67	.00	12,108.64	17,841.36	40	29,875.00
408.125	SCMIT Worker's Comp Ins.	30,000.00	.00	.00	12,813.02	17,186.98	43	27,737.00
410.001	Health Claims Cost	52,074.00	4,650.64	.00	21,827.72	30,246.28	42	53,337.00
410.002	Health Claim Costs-Retire	.00	1,182.32	.00	7,093.92	(7,093.92)	+++	2,364.00
410.003	OPEB cost	3,000.00	.00	.00	.00	3,000.00	0	.00
	<i>Personal Services Totals</i>	\$322,194.00	\$24,746.00	\$0.00	\$137,577.87	\$184,616.13	43%	\$320,802.00
	<i>Supplies</i>							
500.101	Supplies and Materials	6,900.00	339.91	.00	2,469.79	4,430.21	36	6,249.00
500.102	Equipment	15,250.00	.00	.00	5,859.52	9,390.48	38	1,854.00
501.101	Uniforms and Clothing	7,000.00	238.59	.00	2,247.77	4,752.23	32	5,262.00
512.108	Chemicals	6,000.00	.00	.00	687.67	5,312.33	11	2,337.00
513.112	Asphalt/Concrete/Gravel	28,300.00	1,489.77	19,029.98	5,499.70	3,770.32	87	28,406.00
514.111	WW Collection Syst Supply	10,000.00	968.52	.00	3,339.33	6,660.67	33	9,220.00
515.121	Safety Supplies	900.00	.00	.00	.00	900.00	0	900.00
532.148	Small Hand Tools	600.00	.00	.00	.00	600.00	0	222.00

Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



Budget Performance Report

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Exclude Rollup Account

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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
532.1481	Small Hand Tools - Maintenance	655.00	.00	.00	.00	655.00	0	.0
	<i>Supplies Totals</i>	\$75,605.00	\$3,036.79	\$19,029.98	\$20,103.78	\$36,471.24	52%	\$54,452.9
	<i>Other Services & Charges</i>							
600.110	SCMIRF Property/Liab Ins	37,000.00	.00	.00	19,397.20	17,602.80	52	36,276.0
610.112	Postage	1,100.00	26.51	.00	277.83	822.17	25	1,120.0
610.1110	Communications- Wireless	2,220.00	148.34	.00	608.42	1,611.58	27	1,939.4
620.114	Advertising	1,000.00	.00	.00	74.00	926.00	7	.0
640.124	Travel Expense	100.00	.00	.00	.00	100.00	0	.0
650.127	Electricity	65,419.00	6,706.77	.00	36,434.18	28,984.82	56	77,865.0
650.133	Stormwater	8,485.00	800.95	.00	4,004.75	4,480.25	47	9,611.4
650.134	Security Lights	1,282.00	121.00	.00	605.00	677.00	47	1,452.0
650.1271	Electricity- Sales Tax	2,025.00	195.31	.00	1,295.59	729.41	64	2,321.0
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	+++	4.0
660.133	Repairs & Maint. Services	68,400.00	6,493.75	19,036.74	23,751.98	25,611.28	63	57,146.0
660.139	Fleet Services-RTA Mtce Allocation	30,000.00	1,430.88	.00	8,401.17	21,598.83	28	20,956.0
660.145	Gasoline & Oil	13,959.00	1,052.07	.00	4,398.83	9,560.17	32	14,855.0
660.1391	Fleet Services -Departmental Expense Allocation	25,000.00	1,589.16	.00	6,961.12	18,038.88	28	24,327.0
660.1392	Fleet Svcs- Outside Vends	10,000.00	.00	.00	.00	10,000.00	0	6,614.0
670.156	Equipment Rental/Lease	6,000.00	.00	.00	.00	6,000.00	0	.0
685.180	Membership Dues and Fees	850.00	.00	.00	.00	850.00	0	100.0
685.182	Other Operating Expenses	1,500.00	.00	.00	.00	1,500.00	0	223.0
685.183	Depreciation	270,000.00	27,715.35	.00	138,225.02	131,774.98	51	264,672.4
685.186	Training	2,450.00	.00	.00	.00	2,450.00	0	.0
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	6,856.0
686.187	Professional Services	8,100.00	.00	2,110.90	666.60	5,322.50	34	4,742.0
686.189	Employee Medical	840.00	.00	.00	210.00	630.00	25	453.0



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Attachment: BudgetPerformanceReport-November 2020 (3191 : November 2020 Finance and IT Monthly



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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	Department 18 - Wastewater Collections Totals	\$1,395,160.00	\$104,734.67	\$88,310.63	\$585,185.63	\$721,663.74	48%	\$1,321,475.00
	Department 34 - Regional Wastewater Plant							
	<i>Personal Services</i>							
400.101	Regular Pay	272,000.00	18,251.25	.00	91,482.37	180,517.63	34	266,640.00
401.103	Overtime	12,000.00	685.11	.00	4,184.63	7,815.37	35	10,237.00
401.105	On-call pay	7,020.00	533.32	.00	2,933.26	4,086.74	42	6,933.00
405.114	FICA	22,265.00	1,371.69	.00	6,869.98	15,395.02	31	19,732.00
406.116	Retirement	45,280.00	3,013.32	.00	15,275.42	30,004.58	34	43,630.00
408.125	SCMIT Worker's Comp Ins.	5,600.00	857.05	.00	3,632.43	1,967.57	65	5,554.00
410.001	Health Claims Cost	71,939.00	4,119.48	.00	22,366.24	49,572.76	31	66,172.00
	<i>Personal Services Totals</i>	\$436,104.00	\$28,831.22	\$0.00	\$146,744.33	\$289,359.67	34%	\$418,900.00
	<i>Supplies</i>							
500.101	Supplies and Materials	3,600.00	247.99	.00	2,181.55	1,418.45	61	3,526.00
500.102	Equipment	11,500.00	2,684.00	155.94	3,222.66	8,121.40	29	10,069.00
501.101	Uniforms and Clothing	4,000.00	.00	.00	666.71	3,333.29	17	1,252.00
512.108	Chemicals	125,000.00	2,889.00	24,364.25	46,197.75	54,438.00	56	113,064.00
512.109	Laboratory Supplies	24,492.00	1,093.55	2,635.22	9,046.33	12,810.45	48	15,885.00
515.121	Safety Supplies	1,500.00	.00	.00	.00	1,500.00	0	600.00
515.124	Department Supplies	.00	.00	.00	75.00	(75.00)	+++	.00
532.148	Small Hand Tools	525.00	.00	.00	.00	525.00	0	308.00
	<i>Supplies Totals</i>	\$170,617.00	\$6,914.54	\$27,155.41	\$61,390.00	\$82,071.59	52%	\$144,707.00
	<i>Other Services & Charges</i>							
515.129	Permit Fees Due To Others	8,525.00	.00	.00	215.00	8,310.00	3	8,098.00
600.110	SCMIRF Property/Liab Ins	16,000.00	.00	.00	8,145.31	7,854.69	51	15,233.00
610.111	Communications- Landline	2,400.00	153.98	.00	919.30	1,480.70	38	1,818.00
610.112	Postage	500.00	532.96	.00	532.96	(32.96)	107	593.00

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
610.1110	Communications- Wireless	780.00	48.34	.00	199.24	580.76	26	642.00
620.114	Advertising	500.00	.00	.00	.00	500.00	0	.00
640.124	Travel Expense	100.00	.00	.00	14.00	86.00	14	28.00
650.127	Electricity	301,736.00	22,869.94	.00	136,500.67	165,235.33	45	331,363.00
650.128	Water	2,912.00	272.40	.00	1,426.68	1,485.32	49	3,079.00
650.130	Sanitation	2,314.00	262.13	.00	1,310.65	1,003.35	57	2,883.00
650.133	Stormwater	2,230.00	210.53	.00	1,052.65	1,177.35	47	2,526.00
650.134	Security Lights	3,676.00	347.00	.00	1,735.00	1,941.00	47	4,164.00
650.1271	Electricity- Sales Tax	12,178.00	842.03	.00	5,054.51	7,123.49	42	12,106.00
660.103	Emergency Preparedness	.00	.00	.00	49.19	(49.19)	+++	308.00
660.133	Repairs & Maint. Services	94,000.00	4,917.31	24,252.35	18,533.46	51,214.19	46	59,433.00
660.139	Fleet Services-RTA Mtce Allocation	8,000.00	753.16	.00	2,185.25	5,814.75	27	5,566.00
660.145	Gasoline & Oil	1,756.00	210.25	.00	603.92	1,152.08	34	1,743.00
660.1391	Fleet Services -Departmental Expense Allocation	2,500.00	328.48	.00	1,509.90	990.10	60	1,730.00
660.1392	Fleet Svcs- Outside Vends	700.00	.00	.00	.00	700.00	0	450.00
670.156	Equipment Rental/Lease	1,200.00	353.24	.00	705.74	494.26	59	.00
685.180	Membership Dues and Fees	495.00	.00	.00	90.00	405.00	18	185.00
685.182	Other Operating Expenses	1,000.00	.00	.00	.00	1,000.00	0	.00
685.183	Depreciation	1,500.00	214.38	.00	1,012.78	487.22	68	2,217.00
685.186	Training	2,310.00	.00	.00	187.00	2,123.00	8	4,828.00
685.190	Landfill Fees	48,000.00	5,389.20	.00	18,246.73	29,753.27	38	29,243.00
686.187	Professional Services	53,000.00	.00	.00	1,110.00	51,890.00	2	15,506.00
686.189	Employee Medical	880.00	.00	.00	310.00	570.00	35	255.00
686.195	Repair/Maint Svc Contract	2,220.00	.00	.00	1,182.38	1,037.62	53	1,727.00
686.199	Internal Engineering	32,000.00	1,914.75	.00	10,404.56	21,595.44	33	29,689.00
686.1895	Employee wellness services	3,240.00	177.35	.00	777.89	2,462.11	24	2,320.00

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	Sub Department 17 - Wastewater Treatment Totals	\$605,000.00	\$53,279.43	\$0.00	\$266,397.46	\$338,602.54	44%	\$558,925.00
	Department 34 - Regional Wastewater Plant Totals	\$2,270,532.00	\$148,682.52	\$52,675.82	\$802,390.63	\$1,415,465.55	38%	\$2,096,060.00
	EXPENSE TOTALS	\$3,665,692.00	\$253,417.19	\$140,986.45	\$1,387,576.26	\$2,137,129.29	42%	\$3,417,536.00
	Fund 0032 - Wastewater Fund Totals							
	REVENUE TOTALS	3,665,692.00	309,616.56	.00	1,636,589.11	2,029,102.89	45%	3,956,671.00
	EXPENSE TOTALS	3,665,692.00	253,417.19	140,986.45	1,387,576.26	2,137,129.29	42%	3,417,536.00
	Fund 0032 - Wastewater Fund Totals	\$0.00	\$56,199.37	(\$140,986.45)	\$249,012.85	(\$108,026.40)		\$539,135.00
	Fund 0033 - Stormwater Utility Fund							
	REVENUE							
	Department 00 - Revenue							
	<i>Operating Revenues</i>							
301.000	Sale Of Utilities	850,000.00	71,565.79	.00	355,704.20	494,295.80	42	855,515.00
302.001	Penalties	7,500.00	525.78	.00	3,704.01	3,795.99	49	6,178.00
	<i>Operating Revenues Totals</i>	\$857,500.00	\$72,091.57	\$0.00	\$359,408.21	\$498,091.79	42%	\$861,694.00
	<i>Investment Earnings</i>							
361.001	Investment Earnings	5,000.00	.00	.00	.00	5,000.00	0	.00
	<i>Investment Earnings Totals</i>	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$0.00
	<i>Miscellaneous</i>							
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	+++	1,815.00
369.002	Miscellaneous Revenue	1,000.00	.00	.00	450.00	550.00	45	2,400.00
	<i>Miscellaneous Totals</i>	\$1,000.00	\$0.00	\$0.00	\$450.00	\$550.00	45%	\$4,215.00
	<i>Operating Transfers In</i>							
394.002	Transfer from fund balance	479,822.00	.00	.00	.00	479,822.00	0	.00
	<i>Operating Transfers In Totals</i>	\$479,822.00	\$0.00	\$0.00	\$0.00	\$479,822.00	0%	\$0.00
	<i>Sale of Assets</i>							



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
391.001	Sale of Assets	.00	.00	.00	.00	.00	+++	5,025.0
	<i>Sale of Assets Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,025.0
	Department 00 - Revenue Totals	\$1,343,322.00	\$72,091.57	\$0.00	\$359,858.21	\$983,463.79	27%	\$870,935.4
	REVENUE TOTALS	\$1,343,322.00	\$72,091.57	\$0.00	\$359,858.21	\$983,463.79	27%	\$870,935.4
	EXPENSE							
	<i>Other Services & Charges</i>							
690.002	Settlement Costs	.00	.00	.00	.00	.00	+++	(80,000.0
	<i>Other Services & Charges Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$80,000.0
	Department 40 - Storm Water Utility Exp.							
	<i>Personal Services</i>							
400.101	Regular Pay	184,000.00	14,238.01	.00	75,080.36	108,919.64	41	186,039.2
401.103	Overtime	3,500.00	61.68	.00	355.30	3,144.70	10	2,844.9
401.105	On-call pay	2,600.00	100.00	.00	1,000.00	1,600.00	38	2,700.0
405.114	FICA	14,700.00	976.51	.00	5,171.12	9,528.88	35	13,040.2
406.116	Retirement	29,600.00	2,225.70	.00	11,835.32	17,764.68	40	29,499.0
408.125	SCMIT Worker's Comp Ins.	17,000.00	.00	.00	8,765.58	8,234.42	52	17,541.0
410.001	Health Claims Cost	56,376.00	4,315.68	.00	21,578.40	34,797.60	38	54,820.2
410.002	Health Claim Costs-Retire	3,112.00	.00	.00	3.00	3,109.00	0	1,758.2
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	.0
	<i>Personal Services Totals</i>	\$314,888.00	\$21,917.58	\$0.00	\$123,789.08	\$191,098.92	39%	\$308,244.2
	<i>Supplies</i>							
500.101	Supplies and Materials	1,550.00	.00	.00	1,092.34	457.66	70	2,116.2
500.102	Equipment	7,600.00	4,324.03	.00	5,138.31	2,461.69	68	5,407.9
501.101	Uniforms and Clothing	3,900.00	238.21	.00	904.93	2,995.07	23	2,774.1
513.112	Asphalt/Concrete/Gravel	7,700.00	364.84	4,485.16	949.49	2,265.35	71	4,350.1
514.112	SW Collection Syst Supply	5,200.00	.00	.00	.00	5,200.00	0	3,068.1



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
515.121	Safety Supplies	500.00	.00	.00	300.00	200.00	60	300.00
532.148	Small Hand Tools	200.00	.00	.00	.00	200.00	0	.00
<i>Supplies Totals</i>		\$26,650.00	\$4,927.08	\$4,485.16	\$8,385.07	\$13,779.77	48%	\$18,019.00
<i>Other Services & Charges</i>								
600.110	SCMIRF Property/Liab Ins	6,000.00	.00	.00	3,144.47	2,855.53	52	5,880.00
610.111	Communications- Landline	1,500.00	165.74	.00	659.01	840.99	44	1,312.00
610.112	Postage	300.00	9.14	.00	95.80	204.20	32	222.00
610.1110	Communications- Wireless	720.00	41.39	.00	169.60	550.40	24	539.00
620.114	Advertising	200.00	.00	.00	.00	200.00	0	74.00
640.124	Travel Expense	100.00	.00	.00	.00	100.00	0	.00
650.127	Electricity	3,412.00	418.38	.00	2,113.79	1,298.21	62	2,933.00
650.128	Water	216.00	21.44	.00	107.20	108.80	50	245.00
650.129	Wastewater	200.00	.00	.00	.00	200.00	0	.00
650.133	Stormwater	14,550.00	1,373.40	.00	6,867.00	7,683.00	47	16,480.00
650.134	Security Lights	848.00	80.00	.00	400.00	448.00	47	960.00
650.1271	Electricity- Sales Tax	29.00	1.65	.00	9.40	19.60	32	23.00
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	+++	1.00
660.133	Repairs & Maint. Services	25,250.00	166.02	.00	10,920.85	14,329.15	43	12,156.00
660.139	Fleet Services-RTA Mtce Allocation	30,000.00	2,093.46	.00	5,289.89	24,710.11	18	27,637.00
660.145	Gasoline & Oil	14,022.00	1,448.03	.00	5,768.13	8,253.87	41	16,350.00
660.1391	Fleet Services -Departmental Expense Allocation	22,000.00	2,057.88	.00	7,360.01	14,639.99	33	23,225.00
660.1392	Fleet Svcs- Outside Vends	3,000.00	.00	.00	2,511.39	488.61	84	1,707.00
670.156	Equipment Rental/Lease	100.00	.00	.00	.00	100.00	0	.00
681.100	Capital Lease Principal	44,878.00	44,878.18	.00	44,878.18	(.18)	100	.00
681.120	Capital Lease Interest	5,429.00	5,428.50	.00	5,428.50	.50	100	.00
685.180	Membership Dues and Fees	200.00	.00	.00	.00	200.00	0	25.00

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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
950.962	Drainage Improvements	12,000.00	.00	.00	.00	12,000.00	0	10,397.0
9999.9999	Assets Reclassified	(62,000.00)	.00	.00	(24,013.16)	(37,986.84)	39	(265,656.1
	<i>Capital Outlay Totals</i>	\$0.00	\$4,658.00	(\$12,092.01)	\$4,658.00	\$7,434.01	+++	\$0.0
	Department 40 - Storm Water Utility Exp. Totals	\$1,343,322.00	\$154,993.64	(\$5,178.94)	\$565,500.79	\$783,000.15	42%	\$1,362,756.0
	EXPENSE TOTALS	\$1,343,322.00	\$154,993.64	(\$5,178.94)	\$565,500.79	\$783,000.15	42%	\$1,282,756.0
	Fund 0033 - Stormwater Utility Fund Totals							
	REVENUE TOTALS	1,343,322.00	72,091.57	.00	359,858.21	983,463.79	27%	870,935.4
	EXPENSE TOTALS	1,343,322.00	154,993.64	(5,178.94)	565,500.79	783,000.15	42%	1,282,756.0
	Fund 0033 - Stormwater Utility Fund Totals	\$0.00	(\$82,902.07)	\$5,178.94	(\$205,642.58)	\$200,463.64		(\$411,820.7
	Fund 0035 - Waste Management Fund							
	REVENUE							
	Department 00 - Revenue							
	<i>Charges for Services</i>							
344.001	Refuse Col Chge-Resident	775,000.00	64,962.79	.00	326,295.95	448,704.05	42	779,400.0
344.002	Refuse Col Chge-Comm	140,000.00	12,486.97	.00	61,776.51	78,223.49	44	147,846.4
344.003	Sanitation Fee Penalties	15,000.00	870.56	.00	6,349.65	8,650.35	42	11,116.0
	<i>Charges for Services Totals</i>	\$930,000.00	\$78,320.32	\$0.00	\$394,422.11	\$535,577.89	42%	\$938,363.0
	<i>Miscellaneous</i>							
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	+++	2,499.0
369.002	Miscellaneous Revenue	1,000.00	.00	.00	.00	1,000.00	0	.0
	<i>Miscellaneous Totals</i>	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%	\$2,499.0
	<i>Operating Transfers In</i>							
394.002	Transfer from fund balance	28,092.00	.00	.00	.00	28,092.00	0	.0
	<i>Operating Transfers In Totals</i>	\$28,092.00	\$0.00	\$0.00	\$0.00	\$28,092.00	0%	\$0.0
	<i>Sale of Assets</i>							



Budget Performance Report

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Fiscal Year to Date 11/30/20

Exclude Rollup Account

Attachment: Budget Performance Report - November 2020 (3191 : November 2020 Finance and IT Monthly

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
391.001	Sale of Assets	2,000.00	.00	.00	.00	2,000.00	0	10,326.00
	<i>Sale of Assets Totals</i>	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$10,326.00
	Department 00 - Revenue Totals	\$961,092.00	\$78,320.32	\$0.00	\$394,422.11	\$566,669.89	41%	\$951,188.00
	REVENUE TOTALS	\$961,092.00	\$78,320.32	\$0.00	\$394,422.11	\$566,669.89	41%	\$951,188.00
	EXPENSE							
	Department 31 - Residential Sanitation							
	<i>Personal Services</i>							
400.101	Regular Pay	246,000.00	21,476.05	.00	104,397.71	141,602.29	42	254,258.00
401.103	Overtime	15,000.00	2,005.43	.00	6,617.13	8,382.87	44	24,740.00
405.114	FICA	20,200.00	1,658.71	.00	7,759.43	12,440.57	38	19,973.00
406.116	Retirement	40,650.00	3,620.15	.00	17,228.18	23,421.82	42	42,998.00
408.125	SCMIT Worker's Comp Ins.	45,000.00	62.02	.00	22,259.51	22,740.49	49	54,771.00
410.001	Health Claims Cost	51,979.00	5,025.00	.00	22,923.80	29,055.20	44	52,302.00
410.002	Health Claim Costs-Retire	7,152.00	415.86	.00	3,246.96	3,905.04	45	6,027.00
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	.00
	<i>Personal Services Totals</i>	\$430,981.00	\$34,263.22	\$0.00	\$184,432.72	\$246,548.28	43%	\$455,072.00
	<i>Supplies</i>							
500.101	Supplies and Materials	3,500.00	.00	.00	1,116.86	2,383.14	32	3,788.00
501.101	Uniforms and Clothing	19,000.00	810.08	.00	4,188.70	14,811.30	22	17,656.00
515.121	Safety Supplies	2,000.00	168.35	.00	275.15	1,724.85	14	1,491.00
	<i>Supplies Totals</i>	\$24,500.00	\$978.43	\$0.00	\$5,580.71	\$18,919.29	23%	\$22,936.00
	<i>Other Services & Charges</i>							
600.110	SCMIRF Property/Liab Ins	28,350.00	.00	.00	15,154.06	13,195.94	53	28,340.00
610.111	Communications- Landline	200.00	.12	.00	57.61	142.39	29	135.00
610.112	Postage	500.00	18.50	.00	193.92	306.08	39	449.00
620.114	Advertising	800.00	74.00	.00	74.00	726.00	9	506.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
640.124	Travel Expense	50.00	.00	.00	.00	50.00	0	.0
650.127	Electricity	1,223.00	34.21	.00	384.53	838.47	31	1,175.0
650.128	Water	404.00	38.05	.00	195.15	208.85	48	452.0
650.129	Wastewater	623.00	58.98	.00	301.90	321.10	48	699.0
650.130	Sanitation	391.00	36.92	.00	184.60	206.40	47	443.0
650.133	Stormwater	45.00	4.28	.00	21.40	23.60	48	51.0
650.134	Security Lights	465.00	43.89	.00	219.45	245.55	47	526.0
650.1271	Electricity- Sales Tax	4.00	.21	.00	1.15	2.85	29	3.0
660.103	Emergency Preparedness	.00	.00	.00	38,104.35	(38,104.35)	+++	49.0
660.136	Container Repairs	3,000.00	.00	.00	.00	3,000.00	0	1,542.0
660.139	Fleet Services-RTA Mtce Allocation	25,000.00	2,933.04	.00	13,699.81	11,300.19	55	36,611.0
660.145	Gasoline & Oil	42,161.00	3,449.30	.00	12,629.45	29,531.55	30	42,738.0
660.1362	Roll-Out Purchases	20,000.00	.00	9,677.50	9,597.50	725.00	96	19,245.0
660.1391	Fleet Services -Departmental Expense Allocation	50,000.00	4,706.33	.00	19,507.62	30,492.38	39	67,619.0
660.1392	Fleet Svcs- Outside Vends	6,000.00	1,362.53	.00	2,272.18	3,727.82	38	17,459.0
681.100	Capital Lease Principal	46,582.00	46,582.33	.00	46,582.33	(.33)	100	.0
681.120	Capital Lease Interest	3,303.00	3,303.30	.00	3,303.30	(.30)	100	.0
685.180	Membership Dues and Fees	150.00	.00	.00	.00	150.00	0	.0
685.182	Other Operating Expenses	750.00	62.00	.00	62.00	688.00	8	558.0
685.183	Depreciation	58,000.00	4,635.50	.00	20,268.89	37,731.11	35	51,992.0
685.186	Training	300.00	.00	.00	.00	300.00	0	.0
685.190	Landfill Fees	1,000.00	.00	.00	.00	1,000.00	0	1,059.0
686.189	Employee Medical	800.00	60.00	.00	240.00	560.00	30	761.0
686.196	Bank Charges/Fees	.00	575.12	.00	2,620.22	(2,620.22)	+++	2,988.0
686.1895	Employee wellness services	3,000.00	283.79	.00	1,244.65	1,755.35	41	3,712.0
687.202	Utility Billing Services	4,500.00	27.88	.00	1,807.00	2,693.00	40	4,162.0



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
687.203	Contract Services	67,500.00	6,139.13	41,420.54	30,214.73	(4,135.27)	106	66,272.00
687.204	Janitorial Services	2,500.00	461.50	1,585.07	1,176.29	(261.36)	110	2,778.00
Other Services & Charges Totals		\$367,601.00	\$74,890.91	\$52,683.11	\$220,118.09	\$94,799.80	74%	\$352,338.00
Other Objects								
720.001	Provision for Bad Debts	1,500.00	125.00	.00	625.00	875.00	42	5,415.00
730.120	Recycling Labor	37,000.00	3,195.36	7,646.99	10,853.01	18,500.00	50	33,900.00
730.122	Recycling Operating	5,000.00	339.18	.00	1,303.97	3,696.03	26	6,741.00
795.001	IT Internal Allocations	6,500.00	227.70	.00	2,109.84	4,390.16	32	8,579.00
795.995	GF Cost Distribution	88,010.00	7,334.17	.00	36,670.85	51,339.15	42	88,010.00
Other Objects Totals		\$138,010.00	\$11,221.41	\$7,646.99	\$51,562.67	\$78,800.34	43%	\$142,646.00
Capital Outlay								
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	30,919.00
900.4200	Heavy Equipment	.00	.00	(116,344.00)	116,344.00	.00	+++	.00
9999.9999	Assets Reclassified	.00	.00	.00	(116,344.00)	116,344.00	+++	(30,919.00)
Capital Outlay Totals		\$0.00	\$0.00	(\$116,344.00)	\$0.00	\$116,344.00	+++	\$0.00
Department 31 - Residential Sanitation Totals		\$961,092.00	\$121,353.97	(\$56,013.90)	\$461,694.19	\$555,411.71	42%	\$972,994.00
Department 32 - Commercial Sanitation								
Personal Services								
410.001	Health Claims Cost	.00	.00	.00	(533.28)	533.28	+++	.00
Personal Services Totals		\$0.00	\$0.00	\$0.00	(\$533.28)	\$533.28	+++	\$0.00
Department 32 - Commercial Sanitation Totals		\$0.00	\$0.00	\$0.00	(\$533.28)	\$533.28	+++	\$0.00
EXPENSE TOTALS		\$961,092.00	\$121,353.97	(\$56,013.90)	\$461,160.91	\$555,944.99	42%	\$972,994.00
Fund 0035 - Waste Management Fund Totals								
REVENUE TOTALS		961,092.00	78,320.32	.00	394,422.11	566,669.89	41%	951,188.00
EXPENSE TOTALS		961,092.00	121,353.97	(56,013.90)	461,160.91	555,944.99	42%	972,994.00



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Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 0035 - Waste Management Fund Totals		\$0.00	(\$43,033.65)	\$56,013.90	(\$66,738.80)	\$10,724.90		(\$21,806.4
Fund 0081 - Governmental Cap Assets								
EXPENSE								
Department 01 - Administration								
Other Services & Charges								
685.183	Depreciation	.00	50,371.31	.00	253,657.09	(253,657.09)	+++	612,702.3
	Other Services & Charges Totals	\$0.00	\$50,371.31	\$0.00	\$253,657.09	(\$253,657.09)	+++	\$612,702.3
	Other Objects							
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	+++	3,465.9
	Other Objects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,465.9
	Capital Outlay							
900.0000	Capital Outlay Elimination	.00	.00	.00	(21,363.50)	21,363.50	+++	(317,086.4
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	(\$21,363.50)	\$21,363.50	+++	(\$317,086.4
	Department 01 - Administration Totals	\$0.00	\$50,371.31	\$0.00	\$232,293.59	(\$232,293.59)	+++	\$299,081.1
	Department 05 - Police							
	Other Services & Charges							
685.183	Depreciation	.00	43,844.95	.00	219,224.36	(219,224.36)	+++	525,204.3
	Other Services & Charges Totals	\$0.00	\$43,844.95	\$0.00	\$219,224.36	(\$219,224.36)	+++	\$525,204.3
	Other Objects							
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	+++	67,198.9
	Other Objects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$67,198.9
	Capital Outlay							
900.0000	Capital Outlay Elimination	.00	.00	.00	.00	.00	+++	(228,513.3
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$228,513.3
	Department 05 - Police Totals	\$0.00	\$43,844.95	\$0.00	\$219,224.36	(\$219,224.36)	+++	\$363,889.9
	Department 12 - Public Works							

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Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	<i>Supplies</i>							
500.101	Supplies and Materials	2,500.00	.00	.00	.00	2,500.00	0	.0
500.102	Equipment	4,500.00	.00	.00	.00	4,500.00	0	807.9
501.101	Uniforms and Clothing	1,800.00	.00	.00	.00	1,800.00	0	.0
	<i>Supplies Totals</i>	\$8,800.00	\$0.00	\$0.00	\$0.00	\$8,800.00	0%	\$807.9
	<i>Other Services & Charges</i>							
610.1110	Communications- Wireless	1,200.00	148.85	73.05	438.25	688.70	43	1,139.7
640.124	Travel Expense	1,200.00	.00	.00	.00	1,200.00	0	.0
660.133	Repairs & Maint. Services	5,000.00	.00	.00	.00	5,000.00	0	.0
660.134	Radio Repairs	2,000.00	.00	.00	.00	2,000.00	0	.0
660.145	Gasoline & Oil	1,818.00	36.71	.00	712.43	1,105.57	39	2,294.7
685.180	Membership Dues and Fees	1,450.00	.00	.00	800.00	650.00	55	926.0
685.182	Other Operating Expenses	6,000.00	.00	.00	.00	6,000.00	0	.0
685.186	Training	1,500.00	.00	.00	.00	1,500.00	0	672.0
685.191	Canine Unit Operations	9,000.00	.00	.00	.00	9,000.00	0	1,666.7
686.194	Other Prof/Tech Services	10,000.00	.00	.00	5,000.00	5,000.00	50	5,000.0
	<i>Other Services & Charges Totals</i>	\$39,168.00	\$185.56	\$73.05	\$6,950.68	\$32,144.27	18%	\$11,698.7
	<i>Capital Outlay</i>							
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	35,734.4
900.4300	Other Equipment	.00	.00	9,417.46	.00	(9,417.46)	+++	9,964.0
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$9,417.46	\$0.00	(\$9,417.46)	+++	\$45,699.0
	Department 05 - Police Totals	\$47,968.00	\$185.56	\$9,490.51	\$6,950.68	\$31,526.81	34%	\$58,205.7
	EXPENSE TOTALS	\$47,968.00	\$185.56	\$9,490.51	\$6,950.68	\$31,526.81	34%	\$58,205.7
	Fund 0086 - Seized and Forfeited Totals							
	REVENUE TOTALS	47,968.00	.00	.00	.00	47,968.00	0%	.0

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Exclude Rollup Account

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Tot
	EXPENSE TOTALS	47,968.00	185.56	9,490.51	6,950.68	31,526.81	34%	58,205.1
	Fund 0086 - Seized and Forfeited Totals	\$0.00	(\$185.56)	(\$9,490.51)	(\$6,950.68)	\$16,441.19		(\$58,205.1
	Grand Totals							
	REVENUE TOTALS	32,161,817.00	1,882,465.48	.00	10,746,552.95	21,415,264.05	33%	32,277,924.1
	EXPENSE TOTALS	32,161,817.00	1,894,090.55	127,815.84	12,500,427.85	19,533,573.31	39%	33,071,226.1
	Grand Totals	\$0.00	(\$11,625.07)	(\$127,815.84)	(\$1,753,874.90)	\$1,881,690.74		(\$793,302.0

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