



City of Clinton  
Annual Budget  
Fiscal Year  
2020-2021



CLINTON  
*South Carolina*





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## ABBREVIATIONS:

<i>OCM:</i>	<i>Office of the City Manager</i>
<i>DCD:</i>	<i>Department of Community Development</i>
<i>DAS:</i>	<i>Department of Administrative Services</i>
<i>DPS:</i>	<i>Department of Public Safety</i>
<i>DPW&amp;U:</i>	<i>Department of Public Works &amp; Utilities</i>



# CITY COUNCIL & MANAGEMENT TEAM

## CITY COUNCIL

Mr. Robert T. McLean  
*Mayor*

Mr. Daniel O. Cook, Jr.  
*Councilmember Ward 1*

Mrs. Shirley Y. Jenkins  
*Councilmember Ward 2*

Ms. Robbie N. Neal  
*Councilmember Ward 3*

Mr. Gary I. Kuykendall  
*Councilmember Ward 4*

Mr. Ronnie D. Roth  
Mayor Pro Tempore  
*Councilmember Ward 5*

Mrs. Megan. P. Walsh  
*Councilmember Ward 6*

## MANAGEMENT TEAM

Mr. Bill Ed Cannon  
*City Manager*

Mr. Thomas Higgs II  
*Assistant City Manager*

Mrs. Renee Morrow  
*Chief Financial Officer*

Mr. Socrates Ledda  
*Police Chief*

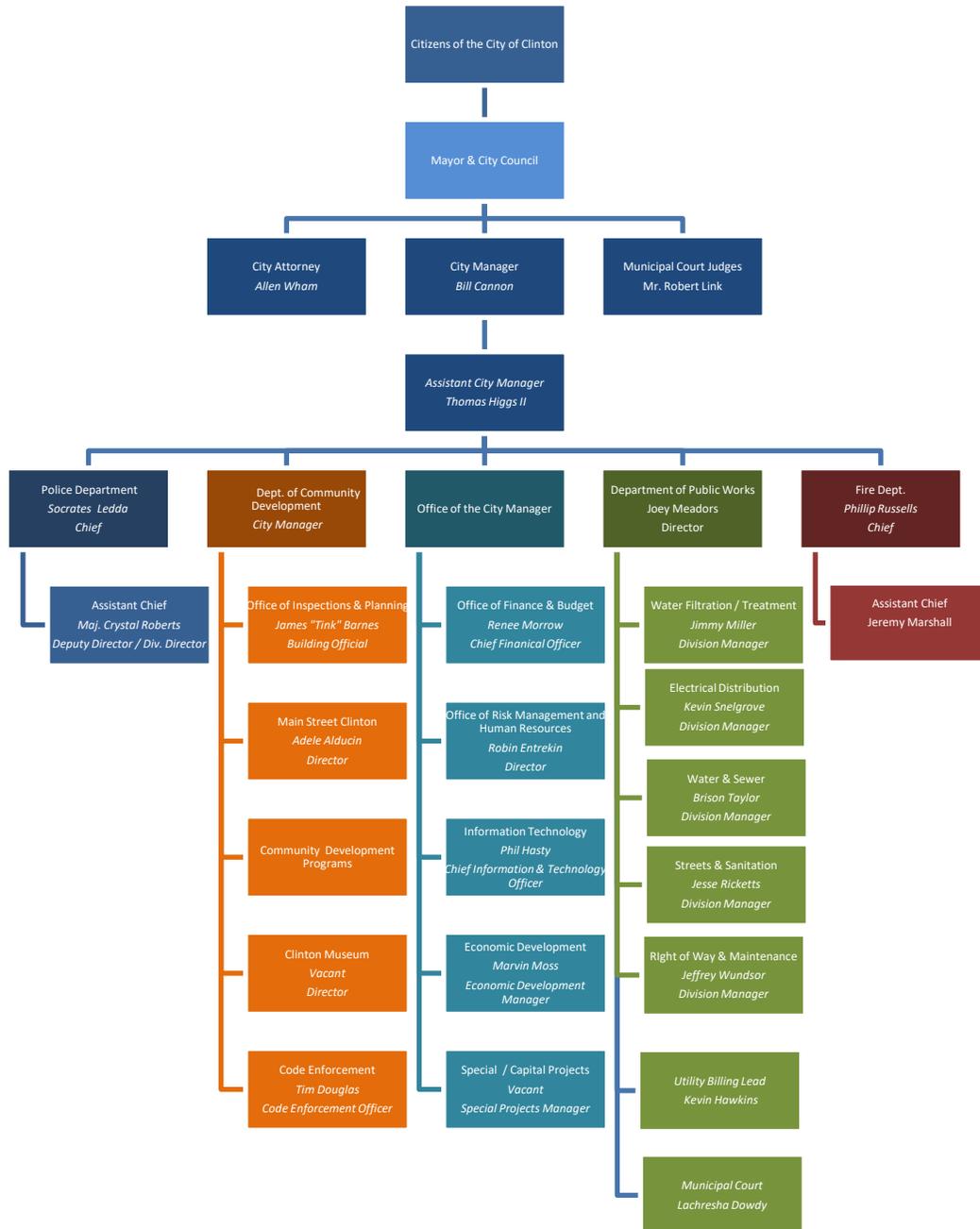
Mr. Phillip Russell  
*Fire Chief*

Mr. Joey Meadors  
*Director of Public Works*

Mr. Allen Wham  
*City Attorney*



# CITY OF CLINTON ORGANIZATION





# CITY MANAGER'S BUDGET REPORT

Dear Mayor and Members of City Council,

It is my privilege to present to you the proposed Budget for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021 (FY 2020/2021) which totals \$31,359,039. The annual budget document is the policy document that communicates the financial policies of the City for the fiscal year. The budget is prepared each year with the support and policy input of our elected officials and significant effort from our departments to ensure that we are preparing the leanest budget possible without an adverse impact to quality service delivery.

Planning for FY 2020/2021 was a significant challenge for city staff due to the continued slow economic growth in our community coupled with the fact that the Pandemic COVID-19 outbreak ensued when we completed budget for presentation to council. It was decided by the City Manager and staff to present the budget as initially planned and then complete a First Quarter Review to determine if budget revisions are necessary. At the present time, revenue projections would not be accurate since data from this time frame is incomplete.

Many of these items were deferred due to the economic situation in our community for several years. Significant impacts on our local budget stem from decisions made at the state level, most notable the continued withholding of local government fund payments to the city from the state of approximately \$50,000 per year, and the increase in retirement contributions as mandated by the state to cover losses in the state's defined benefit pension plan.

Another significant challenge faced in preparing the budget was the need to continue to provide revenue in the sewer utility to fund the expected capital improvement costs associated with the Sanitary Sewer Consent Order the City of Clinton entered into with the South Carolina Department of Health and Environmental Control in 2014.

I am grateful for the progressive foresight that City Council has shown during the budget planning process, and I am also thankful for the efforts of our department directors and senior staff. Together, we believe this budget moves the city towards the strategic vision laid out by council, enables us to continue to provide a quality level of service to our citizens, and is a lean and balanced budget that outlines achievable goals and objectives for the upcoming year.

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## BUDGET SUMMARY

The proposed balanced 2020/2021 budget of \$31,359,039 is a 1.69% increase from the approved 2019/2020 budget. The annual budget document is the policy document that communicates the financial policies of the City for the fiscal year. The budget is prepared each year with the support and policy input of our elected officials and the significant effort put forth from our departments to ensure that we are preparing the leanest budget possible without an adverse impact to quality service delivery.

The current economic situation presented significant challenges during the development of this budget. Lower revenues in some areas and steadily increasing operational costs required difficult decisions to be made in the process of preparing this budget. These decisions include reducing and/or delaying capital expenditures and reducing operational expenditures where possible. When reductions are made, it is the goal of city staff to propose those reductions without adversely affecting the lives and safety of our customers and citizens.

Despite these economic challenges, this budget demonstrates the Mayor and Council's strategic objectives outlined during previous strategic planning retreats. The core objectives are to create a city of exceptional infrastructure, grow the economy, develop and maintain sustainable revenue sources, develop a first class city for our residents, and promote community development.

	2017 - 2018 Approved Budget	2018 - 2019 Actual	2018 - 2019 Approved Budget	2019 - 2020 Approved Budget	2020-2021 Requested Budget
General Fund Revenues	\$ 6,693,510	\$ 7,900,462	\$ 6,700,840	\$ 6,880,716	\$ 7,194,507
General Fund Expenses	\$ 6,693,510	\$ 7,943,622	\$ 6,700,840	\$ 6,880,716	\$ 7,194,507
Surplus	\$ 0	\$ (43,160)	\$ 0	\$ 0	\$ 0
Utility Fund Revenues	\$ 23,172,868	\$ 22,515,087	\$ 23,295,334	\$ 23,957,713	\$ 24,164,532
Utility Fund Expenses	\$ 23,172,868	\$ 21,826,631	\$ 23,295,334	\$ 23,957,713	\$ 24,164,532
Surplus	\$ 0	\$ 688,456	\$ 0	\$ 0	\$ 0
Total Revenues	\$ 29,866,378	\$ 30,415,549	\$ 29,996,174	\$ 30,838,429	\$ 31,359,039
Total Expenses	\$ 29,866,378	\$ 29,770,253	\$ 29,996,174	\$ 30,838,429	\$ 31,359,039
Surplus	\$ 0	\$ 645,296	\$ 0	\$ 0	\$ 0

## GENERAL FUND

For many years, the general fund has had to rely on significant revenues transferred from the utility funds to offset the cost of operations in the primarily general fund departments. As we go forward, it is critical that we work to provide adequate general fund revenue sources that will allow for the reduction in the utility revenue transfer rate, so that those utility funds can be used to offset future utility rate increases and repair critical infrastructure components, and so that adequate reserves can be generated in the general fund. One of City Council's primary goals for the City has been to create and sustain stable sources of revenue, and City Council has instructed the city staff to try to make general fund operations as self-sufficient as possible. I am pleased to present for your consideration a balanced budget that provides for very limited revenue adjustments that directly impact our citizens. For the upcoming fiscal year, city staff propose the following revenue adjustments:

- **Property Taxes:** The 1.0181 CPI% increase was not included for property tax increase for general operations. The millage will remain 112.4 since the Local Option Sales Tax reduction on resident's tax bills is dependent upon a thriving economy. The city will continue to use of the allowable 29% of Local Option Sales Tax to fund public safety training and equipment acquisition.
- **Inspection & Planning Fees:** No changes.
- **Business License Fees:** No rate changes, however, City Council approved the periodic adjustment of rates based on a business's profitability as provided by the Internal Revenue Service. Such a shift should not result in an increase or decrease in overall revenue, but such a change would cause some business to see the fees associated with business licenses increase and other would receive a discount on those fees.

Significant highlights of the General Fund budget include:

- **Funding to Address Deferred Maintenance Issues and Capital Equipment Replacement:** For many years, the city has deferred maintenance on key facilities due to funding concerns, however, we can no longer continue to practice deferred maintenance without incurring significant future costs. For the upcoming fiscal year, the general fund includes funding to continue with a sixth year of sidewalk replacement and a fourth year of paving. A grant from the Laurens County Transportation Committee is included in revenue to offset 75% of the paving costs. It also includes funding to replace aging technology and to continue to improve the police fleet. The facility that contains the departments of Police and Fire is of significant concern, and funds are included in the FY20/21 budget to provide options to rehabilitate that facility.
- **Community Facility and Program Development:** During Fiscal Year 2020, the city began to develop new community recreational facilities. Funding for this project is included in the proposed budget. Funding for supporting special events remains at the FY 19/20 level.

- **Support for Economic Growth:** The city completed an economic development strategic planning effort in 2015 and will implement the plan through 2020. In addition, the City implemented a Main Street Clinton program based on the nationally successful National Trust model to improve community vibrancy and improve the business climate in downtown Clinton as outlined in the strategic plan.
- **Achieving Financial Stability:** The ability of Clinton to finance quality services, meet the demands of improving and growing our infrastructure, and provide a high quality of life for the community requires fiscal soundness and growing our revenue sources. During Fiscal Year 21, the City will once again fund reserve funds, depreciation funds, and future capital replacement funds in an effort to improve the fiscal health of the organization.

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## UTILITY FUND

Although the 2020/2021 Utility Fund includes an increase in revenues and expenditures from the previous year, the increase in revenues is based on a previous rate study of trends in our utility operation. However, this budget does include the adoption of a rate restructuring plan that was developed by an outside consultant with the purpose of reducing the electric utility rate and restructuring other programs to make each utility self-sufficient and eliminate cross subsidization in the utility operation. The Electric revenue was decreased based on reduced usage from one of the city's largest users.

Significant highlights of the Utility Fund budget include:

- **Public Outreach and Education:** As the cost of providing utility services continues to rise across our nation, the need to provide more education to consumers about things they can do to keep their costs as low as possible and help the utility reduce costs becomes increasingly critical to the success of publicly owned utilities such as those owned by the City of Clinton. To that end, continued funding for educational and public outreach efforts and education programs.
- **Exceptional Infrastructure Funding:** Funds are provided for addressing the council mandate to create a city with exceptional infrastructure in order to address ageing infrastructure issues in the electric, water, sewer, and water filtration budgets. Specifically, the funding includes funding for enhanced security measures and sensitive infrastructure locations, facility improvement funds to address backlogs on facility maintenance, funds for elevated tank maintenance, continued upgrades to information technology infrastructure, and the city will continue with efforts associated with improving and maintaining the sewer system with the long term goal of satisfactorily meeting the requirements of the South Carolina Department of Health and Environmental Control imposed sewer consent order.

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## STAFFING & COMPENSATION

The 2020/2021 budget presented herein includes salary adjustments that include cost of living increases at an average rate of 2%, based on Salary Ranges. The intent was to increase the lower salary ranges closer to the midpoints of the respective ranges, based on years of service. Christmas bonuses will be given again this year.

Position Additions:	Police (Funded by SRO grant)	2 Positions
	Right of Way Department	3 Positons
Position Reductions:	Administration	1 Position
	Sanitation	1 Position
	Streets	2 Positions
	Economic Development	1 Position

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## CAPITAL IMPROVEMENTS/PURCHASES

Capital planning is an integral part of any budget. The City of Clinton utilizes the annual operating budget as the primary tool in budgeting for annual/routine operating capital items. An outlay for operating capital is defined as:

- Any item with a useful life of greater than one year; and
- A unit cost of at least \$5,000 but less than \$100,000.

Requests in the 2020/2021 budget include a variety of building improvements and equipment requests with a funding level of \$775,000 for the General Fund and \$1,039,949 for the Utility Fund with a total proposed capital expenditure of \$1,318,011. Details are listed in each individual department as well as in the Capital Improvements section of this document.

#### DEBT

This budget includes funding required to meet existing debt obligations of the City of Clinton. The General Fund includes possible debt for a Fire/Police upgrade to existing infrastructures. Detailed information regarding current debt, debt limits, and projected debt payments are included in the Debt section of this document and a summary is provided below.

Fund	Bonds	Leases	Balance		FY 21 Payments
			June 30, 2020	June 30, 2021	
General Fund	\$180,000	\$ 54,760	\$234,760	\$1,053,928	\$ 235,790
Utility Fund	\$ 6,622,000	\$ 610,944	\$ 7,232,944	\$ 6,219,697	\$ 1,424,167
<b>TOTAL</b>	<b>\$ 6,802,000</b>	<b>\$ 665,704</b>	<b>\$ 7,467,704</b>	<b>\$ 7,273,625</b>	<b>\$ 1,659,957</b>

#### CONCLUSION

This proposed budget for Fiscal Year 2020/2021 presented to the Mayor and City Council efficiently and effectively supports the goals outlined by this body. I appreciate the support of all the department directors in preparing this budget and the Mayor and Council for their vision and dedication to the City of Clinton. The proposed budget is balanced, and a balanced budget is achieved when the City has enough fiscal discipline to be able to equate the revenues with expenditures over the business cycles.

Sincerely,



Bill Ed Cannon  
City Manager



# City of Clinton Annual Budget

Fiscal Year  
2020-2021



CLINTON  
*South Carolina*



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## Community Profile

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# COMMUNITY PROFILE

## HISTORY

The community of Clinton began as a small crossroads known as “Five Points” in 1852. With the arrival of the railroad that year, the town prospered and was named Clinton after Henry Clinton Young who helped layout the area. In later years, the economic and cultural growth of the town prospered, with such hallmarks as Presbyterian College, Thornwell Home for Children, Whitten Center, Clinton Mills, numerous churches, banks, a hospital, and a weekly newspaper. The Town of Clinton was chartered in 1852.



Figure 1: Downtown Clinton in the early 1900s

## LOCATION AND DESCRIPTION



Figure 2: Clinton is located in Laurens County, South Carolina

The City of Clinton is a special place where you will find friendly citizens and small town charm. The proud home of Presbyterian College, Clinton is nestled in the heart of Upstate South Carolina and has a population of approximately 8500. We are situated within minutes of I-385 and I-26 and are less than an hour's drive from the metropolitan centers of Columbia, Greenville and Spartanburg.

If you are looking for high quality of life, look no further than Clinton. We have many attractive neighborhoods and an excellent education system. Our crime rate is low and our city services are top-notch. Clinton's commitment to citizen-driven strategic planning has resulted in a vibrant, enthusiastic community focused on enhancing all aspects of our hometown. The downtown area is buzzing with excitement. Whether you are a football fanatic, history buff, or are simply looking for a wonderful place to raise your children, Clinton has it all.

Clinton is a great place to live, work, raise a family, and earn an education. The Mayor and City Council welcome you to the City of Clinton and encourage you to explore both this website and our community.

The City also extends financial support to certain boards, agencies and commissions to assist their efforts in serving citizens. Among these are the Laurens County Library, Laurens County Chamber of Commerce, Clinton Business Association, Laurens County Development Corporation, Upstate SC Alliance, Clinton YMCA, and the Clinton Economic Development Corporation.



Figure 3: Downtown Clinton in 2012. Photograph courtesy of Daniel Hartley.

The City of Clinton is empowered to levy a property tax on both real and personal properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically. The City has a council/manager form of government. The City Council (“Council”) is the policy making and legislative body of city government and includes a mayor and six council members. The Mayor is elected at large with the Council elected by districts on a non-partisan basis. The Council members serve staggered four-year terms. Elections are held in March of odd numbered years. The City Manager, the chief administrative officer, is appointed by and serves at the pleasure of the Council and is responsible for carrying out the policies and ordinances of the Council and administering the daily operations and programs of the City through department directors and staff members.

## EDUCATION

The City of Clinton is served by Laurens County School District 56 and is home to Presbyterian College as well as a satellite campus of Piedmont Technical College located just outside the city limits.

Presbyterian College (“PC”) is a top-ranked Carnegie One Liberal Arts College affiliated with the Presbyterian Church (USA). The *Washington Monthly* ranked Presbyterian College as number twenty-six in 2009 among all colleges and universities in the United States. The John Templeton Foundation recognizes PC as a character-building college that educates the whole person, not just the intellect.



Presbyterian College's beautiful campus is located within the city limits of Clinton on 240 acres complemented with historical Georgian architecture. The student population consists of approximately 1000 undergraduates. Presbyterian College graduates have acceptance rates of 90% and higher into schools of medicine, law, religion, business and other graduate programs. The Presbyterian College School of Pharmacy began classes in the fall of 2010. This four year graduate school located in downtown Clinton has a full enrollment of 320 students. In early 2016, the college announced an effort to establish a new graduate level health school to train future Physician's Assistants.

**Figure 4: Laurens County School District 56 holds the record for consecutive SC State Science Olympiad Championships**

## CULTURE

The presence of Presbyterian College in Clinton plays a vital role in the cultural atmosphere in Clinton. Numerous concerts, art exhibits, recitals, and lectures are offered at Belk Auditorium and Edmunds Hall on the Presbyterian College Campus. In addition, the local community theatre, the Laurens County Community Theatre, is located in Clinton and offers several performances throughout the year. Throughout the spring and summer, a highly successful outdoor concert series, called Town Rhythms, is hosted by the City of Clinton, as well as several annual festivals.

In early 2013, the City of Clinton entered into a partnership with the Thornwell Home for Children to utilize Thornwell's Gilliam Center as a community performing arts facility. The facility features an auditorium which seats more than 300 and offers space for performing arts events and lectures.

## RECREATION

Clinton has something to offer to everyone recreationally. A variety of activities abound in the City of Clinton throughout the year in the community and surrounding Upstate. With over a thousand acres of protected area in the Sumter National Forest just minutes away from the City of Clinton and a long term goal of constructing a network of greenway trails, the city is any outdoors person's dream location. A number of large lakes in the surrounding Upstate offer the fishing and boating enthusiast ample opportunities to partake of their hobbies. Lake Greenwood is located just a short twenty minute drive from the Southern end of Clinton, while Lake Murray is only 30 minutes away. For the historian, the Clinton Museum is located in downtown Clinton along with the Revolutionary War site Musgrove Mill, a South Carolina State Park, located just north of Clinton. The Clinton Textile Heritage Exhibit is located in the M.S. Bailey Municipal Center and features the history and heritage of mill operations in and mill village life in Clinton. The avid golfer can play at nearby Musgrove Mill, or at any number of courses in the region. A variety of athletic events are available for the spectator or participant at the local YMCA, Clinton High School, and Presbyterian College.

## HEALTHCARE

Healthcare in the community is exceptional, with the Laurens County Memorial Hospital, a unit of the Greenville Hospital System, recognized as one of South Carolina's most progressive community hospitals. The hospital is also a state leader in providing innovative and informative educational programs in an effort to teach the community how to live healthy and well. In addition to the hospital, in early 2013 Self Memorial of Greenwood opened a satellite facility located in Laurens County. Greenville Hospital System also operates a progressive doctor's office facility in downtown Clinton.

## BUSINESS AND INDUSTRY

Interstates 26 and 385 converge in Clinton as do US Highways 72, 76 and 56. These roadways provide direct access to Greenville, Spartanburg, Columbia, Greenwood, Charleston, and Asheville, NC. The City's proximity to the interstates and these roadways makes it an ideal location to take advantage of the Upstate region's strong commercial, financial, automotive, manufacturing, and distribution markets. The County has a diverse job base with no dependence on any one industry.

Much of the local economy revolves around a number of public and private institutions. These include the Laurens County School District 56, Presbyterian Home, Presbyterian College, and Whitten Center. All of these institutions are inside the City limits and are full service customers of the City's utility system. Several of the City's large industrial customers include Asten Johnson, Renfro Distribution, CCL - Label, Shaw Industries, and PLD, Inc. All of these industries are served by at least one of the City's utilities. The availability of an educated work force is always a concern to any new business or industry desiring to locate within the County. Vocational education programs are offered through the public schools and Piedmont Technical College.

The City once had a traditional textile-manufacturing base but has been hit especially hard by the loss of textile jobs. The economic slowdown of the last few years has also hurt the other industries in Clinton and Laurens County, as numerous other facilities have continued to downsize their operations. The City continues to take steps to improve the local economy with the marketing of its multi-phased corporate/industrial parks located in close proximity to I-26. As the national economy rebounds, so will our local economy as we continue to aggressively market our community and assets.

## LONG-TERM PLANNING

The City of Clinton completed the National Citizen Survey and developed a strategic plan in 2016 to guide city operations through 2020. The plan incorporates input from the Mayor, City Council, staff, and the general public. The strategic plan focuses on improving the quality of life for the citizens of Clinton, primarily in the arenas of economic development, public safety, and recreational opportunities.

In conjunction with this strategic plan, the City of Clinton continues to aggressively market the City and land owned by the City and the Clinton Economic Development Corporation for potential development. Future investment into infrastructure to serve these properties will be a priority for the City in the future years. Immediate infrastructure improvements, required by industrial projects, are currently funded by direct allocations from state and federal agencies. In 2015, the City completed the process of creating a multi-year economic development strategic plan designed to spur growth and development.

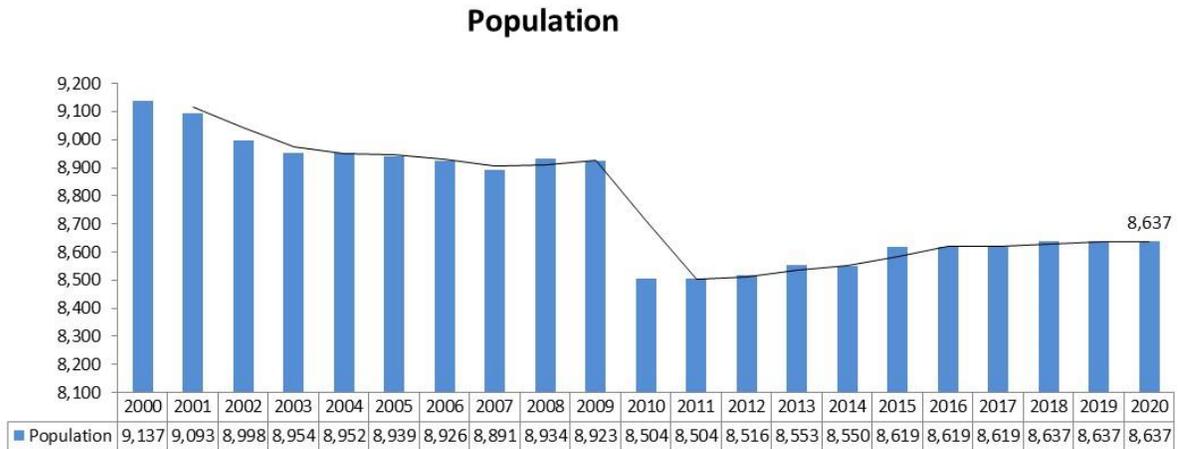
Downtown redevelopment will continue to be a priority for the City. This will include continued streetscape improvements, downtown business recruitment and retention, and development of downtown living spaces. The primary source of funding for this redevelopment has been and will continue to be state and federal grants, requiring a minimal investment of the City. In 2017, the City of Clinton was one of only two communities in the state awarded the opportunity to join the Main Street South Carolina Program. The program is an intense three year effort designed to improve the downtown business climate and vitality of the community by implementing the successful four point approach to revitalization developed by the National Trust for Historic Preservation.

## COMMUNITY DEMOGRAPHICS

### POPULATION

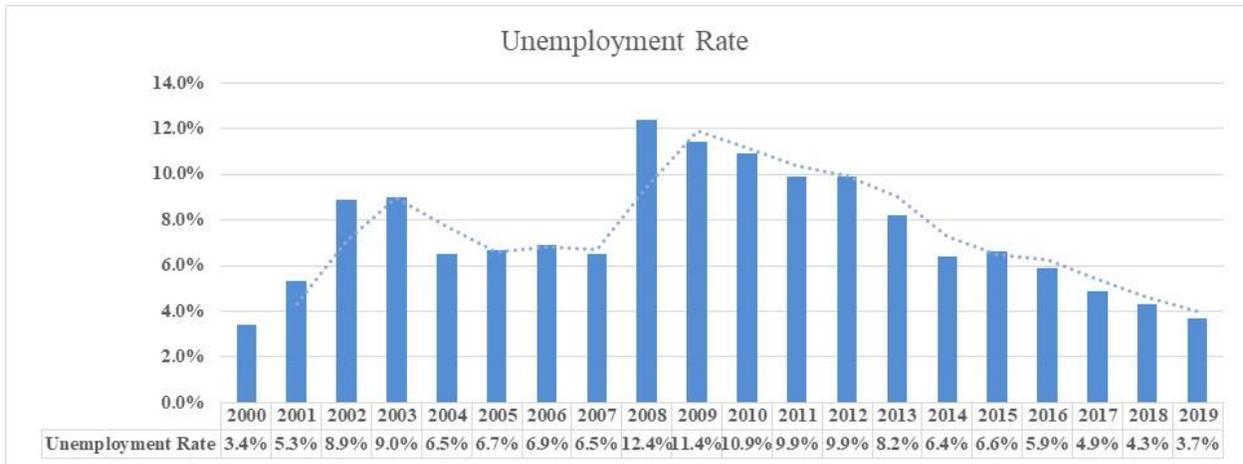
The population in the City of Clinton has declined over the years but is currently growing. In 2000, the U.S. Census Bureau reported the population of Clinton to be 9,137. By the 2010 census, population had declined to 8,489, which was a decrease of seven percent. Recent estimates place the city population at 8,637 individuals.

Figure 5: Population change in the City of Clinton between 2000 and 2020:



### UNEMPLOYMENT RATE:

In 2000, the unemployment rate in the City of Clinton was only 3.4%, but by 2010 it had climbed to 12.3%. The chart below shows how the unemployment rate has changed over time in Clinton. The current unemployment rate 3.7%.



## CLIMATE

The average annual temperature is 60.8 degrees Fahrenheit (F) with an average rainfall of 45.71 inches per year.

<i>Average January Minimum Temperature (degrees Fahrenheit)</i>	29
<i>Average July Maximum Temperature (degrees Fahrenheit)</i>	91
<i>Days with maximum of 90 degrees F or above</i>	36
<i>Days with minimum of 32 degrees F or below</i>	66

## THE UTILITY SYSTEM

The City of Clinton provides electricity, water, and sewer service within Clinton and the surrounding areas which includes slightly more than 4,000 residential and commercial customers. Since the Utility system is owned and operated by the municipality, the rates are set by City Council. The Director of the Department of Public Works & Utilities is responsible for all three systems and reports directly to the City Manager.

## ELECTRIC SYSTEM

The City has owned and operated its own electrical system since 1907. The electrical distribution system is operated inside and outside the corporate limits of the City. The electric system consists of two 24.9 kV delivery points and two 4.16 kV distribution substations.

The City is a member of Piedmont Municipal Power Agency (PMPA). PMPA is a joint action agency made up of ten cities which together jointly own 25% of Nuclear Reactor No. 2 at the Catawba Nuclear Power Station in York County, South Carolina. The power station is operated by Duke Energy on behalf of the owners. The city receives the majority of its power through PMPA from its ownership share in the nuclear facility, but also receives power from hydroelectric sources managed by the Southeastern Power Agency (SEPA) and through a supplemental power purchase agreement between PMPA and Santee Cooper.

### Number of Customers Electric System

#### Last Ten Fiscal Years

2010	4,185
2011	4,285
2012	4,075
2013	4,069
2014	3,999
2015	4,020
2016	4,045
2017	4,093
2018	4,040
2019	4,078

## WATER SYSTEM

In 1907, the City established the Water and Light Department for the purpose of providing electrical and water services to the residents of the City. The City's initial water and light plant commenced operation in 1913.

Presently, the water system unit consists of one water treatment plant and 104 miles of water mains varying in size with a maximum diameter of 20 inches. The sources of water for the water system are the Enoree River Pump Station, which has a pumping capacity of 10 million gallons per day (MGD) and the Duncan Creek Pump Station, which has an average pumping capacity of 3.456 MGD. The Enoree River Pump Station consists of two 2,100 gallons per minute (GPM) and one 3,000 GPM vertical turbine pumps. A new sludge storage basin and a raw water storage facility were added to the water treatment plant in 1990. The Duncan Creek Pump Station was constructed in 1969 has two 1,200 GPM vertical turbine pumps operated by 150 horsepower motors.

The water treatment facility was constructed in 1958 and initially had a capacity of 3 MGD. It was expanded in 1969 to a design capacity of 6 MGD. The finished water pumping station for this plant has a pumping capacity of 6 MGD. The capacity of the ground level reservoir which retains finished water at the City's water treatment plant is 1.5 million gallons. Three elevated storage tanks provide an additional 1.5 million gallons of storage capacity. Additionally, the City owns the Duncan Creek reservoir which has a capacity of 23 million gallons as a raw water source.

The water treatment plant uses pre-treatment and post-treatment of chlorine and chlorine dioxide to kill bacteria and viruses which may be present in the raw water supply and to insure its purity at the point of usage. Lime slurry is used when required to adjust the pH level and liquid alum is used to coagulate foreign materials in the water. Activated carbon is used when required to control taste and odor in Duncan Creek raw water. Constant monitoring of the raw water and potable water is done by personnel at the filter plant.

The water treatment plant laboratory was constructed in 1958. A Class C Water Operator or above is required to be at the plant at all times. Class C is the third highest certificate issued by the State of South Carolina Board of Certification of Environmental Systems Operators. The potable water is produced within the maximum contaminate levels of the Federal Safe Drinking Water Act.

### Number of Customers Water System Last Ten Fiscal Years

2010	4,373
2011	4,377
2012	4,260
2013	4,251
2014	4,154
2015	4,208
2016	4,043
2017	4,093
2018	4,040
2019	4,347

## SEWER SYSTEM

In 1913, the City's Water and Light Department installed nine miles of sewer lines. The sewer unit has steadily grown over the years and now serves over 4,000 customers with approximately 64 miles of sewer lines and mains. Treatment of the domestic and industrial wastewater generated by the City's system is performed by the Laurens County Water Sewer Commission (LCWSC) by an agreement dated September 13, 2004 and amended in 2011 and 2012. Under this agreement, the City agreed to pay to the LCWSC a sum equal to the cost per thousand gallons of such treatment.

**Number of Customers  
Sewer System  
Last Ten Fiscal Years**

2010	4,373
2011	4,377
2012	4,260
2013	4,251
2014	4,154
2015	4,208
2016	4,043
2017	4,093
2018	4,040
2019	4,347

Excessive Sanitary Sewer Overflows in 2012 and 2013 led to the City entering into a voluntary consent order with the State of South Carolina's Department of Health and Environmental Control. The consent order requires the city to undertake a full evaluation of the sewer system and develop a repair and upgrade plan.



# City of Clinton Annual Budget

Fiscal Year  
2020-2021



CLINTON  
*South Carolina*



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## POLICY & PLANNING

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# POLICY AND PLANNING

## STRATEGIC PRIORITIES

The Mayor and City Council for the City of Clinton meet annually to develop an organizational strategic plan. The plan is a collaboration of the City Council, City Staff, and citizens working together to create a cohesive forward direction for Clinton in the upcoming years.

Goals and objectives as outlined by the Mayor and City Council fit into one of five overarching themes:



For each theme, City Council has developed a visioning statement outlining the purpose for the priority and the focus area. As part of the 2018/2019 budget process, the City Council participated in exercises to refine and outline key policy efforts associated with each theme to be addressed in future budgets. In addition, Council agreed and identified, through consensus, key issues to be addressed during FY 21 which were added to the goals associated with current ongoing projects. The four departments of the City of Clinton address these visioning statements and strategic goals by incorporating the performance portion of the budget at the beginning of each budget division. The division budgets are formatted so the reader finds the significant achievements of each division first. Next, the performance measurements that have been used to monitor these goals are shown, if applicable. Finally, the funds that are to be appropriated for the division are presented. The visioning statement and goals are outlined on the following pages.



### Exceptional Infrastructure

Our core mission is the delivery of exceptional services to our citizens. Our infrastructure is one of the primary backbones of our delivery system and we will continually make prudent investments to grow and maintain all infrastructures to support our delivery of services. We will expect our core services to be of the highest quality. We expect our services to our customers to be focused, timely, and cost effective.



### Grow the Economy

We will promote economic growth and diversification in our local economy through effective policies and programs. We will provide leadership to encourage economic development and redevelopment while actively collaborating with our community partners to produce economic benefit to all citizens.



### Develop and Maintain Sustainable Revenue Sources

The ability of Clinton to finance quality services, meet the demands of improving and growing our infrastructure, and provide a high quality of life for the community requires fiscal soundness and growing our revenue sources. We will adhere to sound business practices which obtain true value for dollars spent, diversify our revenue sources through identification of innovative revenue strategies, and implement financial policies which protect city resources.



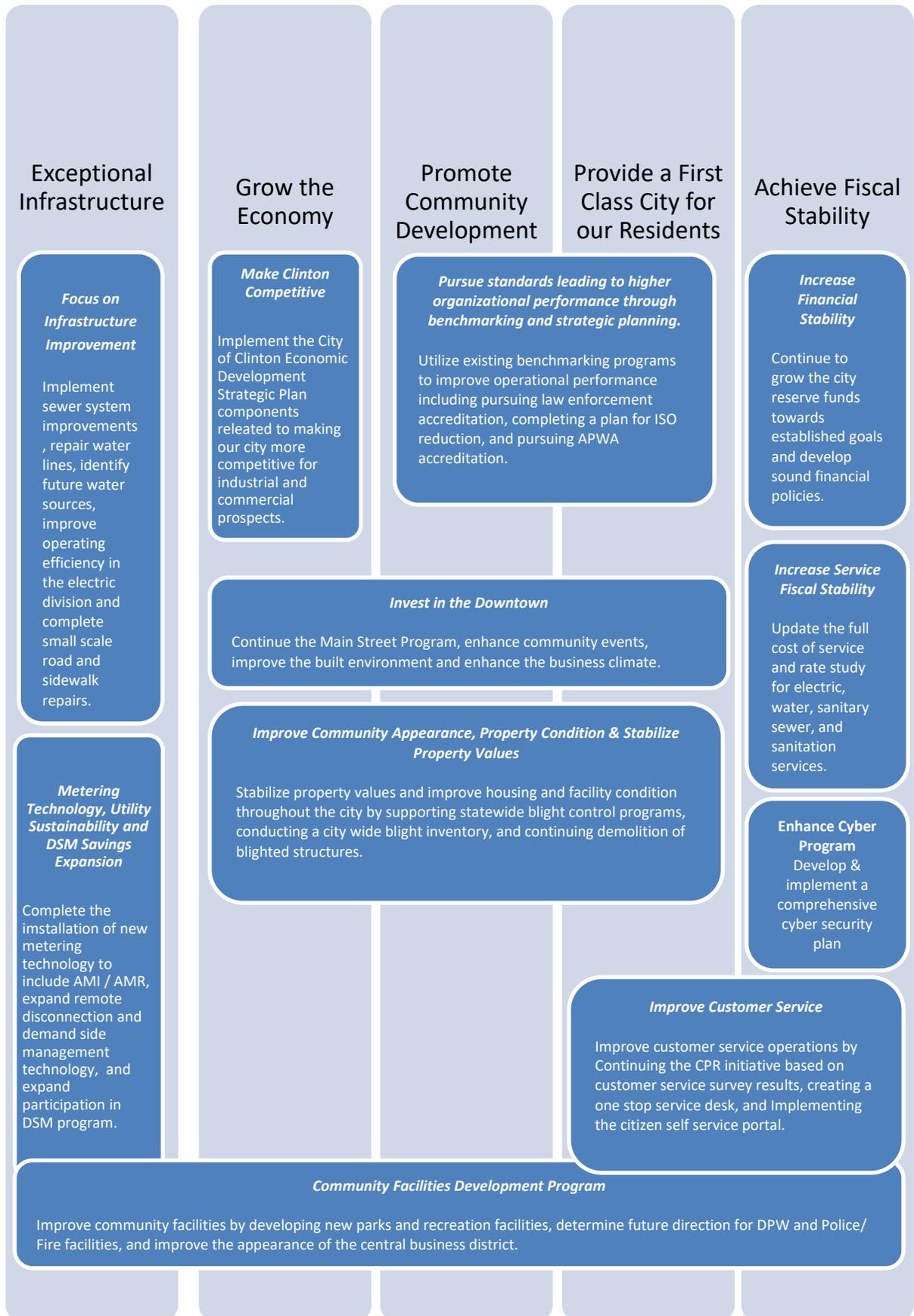
### Promote Community Development

Improving the quality of life for Clinton residents is a top priority. From recreation to improving code enforcement initiatives, our citizens will be proud to live in Clinton.



### Provide a First Class City for our Residents

We will promote programs, projects, and initiatives that are designed to allow for the strategic planning of city services, that are inclusive and diverse and serve all of our citizens, that allow us to benchmark ourselves against other communities, and that ultimately result in a culture of constant improvement that is responsive to the needs of the resident, citizen, taxpayer, and utility rate payer / owner.



**MAKE CLINTON COMPETITIVE:** As part of a concerted effort to foster economic growth and success in our community, the city needs to improve its competitiveness in the realm of traditional economic development by improving economic development product, increasing marketing, and supporting workforce development efforts. To that end, this budget contains funding to support the following priorities:

- Supporting countywide workforce development efforts through the Laurens County Development Corporation and the Laurens County Chamber of Commerce.
- Working with economic development partners to market the city for future economic development opportunities.
- Marketing the 2<sup>nd</sup> Speculative Building at the Clinton I-26 Industrial Park.

**INCREASE SERVICE FISCAL SUSTAINABILITY:** The City of Clinton has relied for many years of several single stream revenue sources to generate a profit that allows for other services to be provided to citizens below cost. By transitioning towards a model in which city services are as self-sustaining as possible, the city can improve its fiscal condition and accurately communicate to the public the cost of certain city services without unfairly overcharging for some services and undercharging for others. During FY 21, the city will continue to implement the recommendations from the full cost of service and rate planning effort for the electric, water, sanitary sewer, and sanitation operations.

**INCREASE FINANCIAL STABILITY:** The ability of Clinton to finance quality services, meet the demands of improving and growing our infrastructure, and provide a high quality of life for the community requires fiscal soundness and growing our revenue sources. We will adhere to sound business practices which obtain true value for dollars spent, diversify our revenue sources through identification of innovative revenue strategies, and implement financial policies which protect city resources.

**INVEST IN DOWNTOWN:** Clinton must become both a great place to do business and a great place to live, and that means focusing on supporting the development of a vibrant downtown core with an attractive built environment, a thriving business community, and special events that drive the public into our downtown to support shopping and entertainment venues. For FY 21 the City will:

- Support the Main Street Clinton program.
- Host of series of events designed to attract individuals to the downtown business core.
- Engage volunteers and main street businesses in planning and organizing events.

**FOCUS ON INFRASTRUCTURE:** Without quality infrastructure, quality of life and potential for economic growth both suffer. During FY 20, the city will address several key infrastructure issues including:

- Implementing strategies outlined the Sewer Corrective Action Plan to improve sewer condition.
- Determining a long range future for raw water resources.
- Continue to address concerns with Sewer Infrastructure in order to compete the consent order and repair lines that contribute to Sewer I & I issues.
- Replacing utility poles and installing trip savers to reduce the impact of system blinks.
- Continuing to reclaim Right of Way.
- Fund small scale street repaving and sidewalk repair.
- Start the Clinton Mill Water CDBG project.

**IMPROVE COMMUNITY APPEARANCE, PROPERTY CONDITION, AND STABILIZE PROPERTY VALUES:** The City must stabilize property values and improve the image of the city by properly dealing with abandoned properties and code violations and conducting community beautification efforts. This will be accomplished using multiple strategies.

- Complete the code enforcement ordinance and revise as needed to provide better tools to neighborhoods for protecting property values.

- Developing an incentive package using existing state and federal resources to encourage redevelopment of dilapidated and abandoned properties first, and demolition second.
- Investing in neighborhood improvements that have a proven track record, such as streetscaping, pocket parks, and other facilities.
- Conducting a city wide blight inventory
- Enhance lighting along Willard Road..

IMPROVE CUSTOMER SERVICE. Quality customer service must be a cornerstone of our operation, and the city proposes to continue to improve customer service. The move of the Customer Service Utility Billing and Inspections has been beneficial for the customer of Clinton. The new location has added a drive through for the customers to pay their utility bills, and it has allowed the customers to conduct other city business while social distancing that would not had been possible in the old location.

IMPROVE UTILITY STABILITY THROUGH METERING TECHNOLOGY UPGRADES, DSM SYSTEM EXPANSION, AND UTILITY SUSTAINABILITY: Fiscal year 20 is the sixth year of a multi- year implementation of new metering systems, and the work will continue through Fiscal Year 21 in order to improve the utility billing operation, improve customer services, and reduce operational costs associated with meter reading. In addition, the city, in partnership with Piedmont Municipal Power Agency, will expand the Demand Side Management program in order to assist customers in reducing utility costs will reducing the city's energy costs related to annual demand pricing, and the city will test a prepay metering system in 2020. In an effort to improve utility sustainability and reduce system consumption, the city will continue to replace streetlights with LED systems and explore installing solar systems on city facilities.

COMMUNITY FACILITY DEVELOPMENT: During Fiscal year 2021, the city will begin to construct new community recreational facilities, and complete the preplanning and engineering required to address longstanding issues in the facilities that house the Department of Public Works and the Department of Public Safety

PURSUE STANDARDS LEADING TO HIGHER ORGANIZATIONAL PERFORMANCE THROUGH BENCHMARKING AND STRATEGIC PLANNING: Successful cities willingly put themselves through processes which require a thoughtful review of operating practices, policies, and long held assumptions by staff. Beginning in Fiscal Year 2015 and continuing over the several years, the City of Clinton will work towards becoming a high performance and efficient organization in the eyes of regulatory agencies, citizens, and reviewing bodies by completing the following, in order of importance:

- Continue to achieve GFOA awards in the Finance Division.
- Pursue American Public Works Association Accreditation as an accredited public works and public utility organization.
- Continue to pursue Tree City and Arbor Day awards.
- Continue to receive awards through the APPA such as RP3.

Many of the goals outlined in the strategic plan represent multi-year tasks and strategies. Many are process-oriented rather than project-oriented, and most all of them involve expenditure of funds; either budgeted or alternatively funded. Because of this, the City will continue to seek new opportunities relative to funding municipal government.

## FINANCIAL POLICIES

The Statement of Financial Policies presents policies that the City follows in managing its financial and budgetary affairs. By inclusion in the budget document, it is understood that these policies are adopted by City Council in conjunction with the budget.

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### OPERATING BUDGET POLICIES

- Essential City services will receive first priority. For the purpose of this policy, that will include services to protect lives and property.
- The City will avoid budgetary procedures that balance current expenditures by obligating future year funds.
- The City will maintain its physical assets at a level adequate to protect the City's capital investments and to minimize future maintenance and replacement costs.
- The City defines a balanced budget as one that is achieved when the City has enough fiscal discipline to be able to equate revenues with expenditures over the business cycles.

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### REVENUE POLICIES

- The City will try to maintain a diversified and stable revenue stream.
- The City will follow an aggressive policy of collecting revenues.
- The City will consider market rates and rates charged by other municipalities of similar size for charges for services.
- Enterprise funds will be self-supporting. The City will seek to establish all user rates, fees and charges at levels related to the costs (operating, direct, indirect and capital) of providing its services. The City will review these rates, fees and charges annually in the budget process and target amounts that are expected to produce revenues sufficient to fully fund the costs of providing potable water, sewer and electric services.
- For the Enterprise fund, as necessary, the City will review its rate structure with an independent consultant that is skilled in the development of utility rates. Fees, as necessary, (water, sewer and electric fees, capacity fees, tap fees, etc.) may also be reviewed by the independent consultant.
- One time Revenues shall not be relied upon for sustained operations.

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### INVESTMENT POLICIES

- The City's investment portfolio will be diversified to avoid incurring unreasonable risks.
- The City will obtain the best possible return on all investments within the limits of State law, local ordinances, and prudent investment practices.
- The Finance Director will receive a monthly investment report outlining the nature, value, yield, purchase price, and any other pertinent information.

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### ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

- An independent audit will be performed annually.

- The City will issue annual financial reports in accordance with generally accepted accounting principles (GAAP) as outlined by the Governmental Accounting, Auditing, and Financial Reporting (GAAFR) book.

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#### TRANSFER POLICY

- It is the policy of the City to allocate funds to and otherwise reimburse the General Fund for costs attributable to the Enterprise Fund. To the extent any transfer from the Enterprise Fund to the General Fund is made under the methodology established herein, such transfer amount shall only be made from those Revenues which constitute surplus funds under the provisions of the Bond. As a part of the annual budget process, the City shall determine the annual transfer from the Enterprise Fund to the General Fund based upon its omnibus allocation methodology, the components of which consist of the following (as further described below): (1) Cost of Service, (2) Operations Fee, and (3) Payment in Lieu of Tax.
  - 1) Cost of Service Allocation. The City shall budget annually, based on the City's review of the costs incurred by the General Fund to support the operations of the Enterprise Fund, a cost of services allocation for the benefit of the Enterprise Fund. The cost of services allocation assumes that the System is an outside, third-party contractor, which is independent of the City and its General Fund operations. The methodology used to determine cost of services shall be based on personnel time of City staff, building usage (on a per square foot-basis), actual material costs and services provided.
  - 2) Operations Fees. The City shall budget annually a service fee that equals the fee that would have been paid by the Enterprise Fund had services of the System been provided by a private, investor-owned utility. The operations fee shall be calculated by multiplying all Revenues of the System made within the City's corporate boundaries by five percent (5%) or such other percentage as determined by the Council.
  - 3) Payment in Lieu of Taxes. The City shall budget annually a payment in lieu of taxes that approximates the amount of ad valorem taxes that would have been paid had services of the System been provided by a private, investor-owned utility. The payment in lieu of taxes shall be calculated by multiplying the total capital assets of the System (as reported in the City's most recent audited financial statements) by 10.5% (or any other appropriate assessment ratio) and then by the then-applicable the City-wide tax rate. The resulting product shall be multiplied by the estimated percentage of fixed assets of the System that are located within the City's corporate boundaries.

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#### CAPITAL ASSETS

- Capital planning is an integral part of any budget. The City of Clinton utilizes the annual operating budget as the primary tool in budgeting for annual/routine operating capital items. An outlay for operating capital is defined as follows:
  - Any item with a useful life of greater than one year; and
  - A unit cost of at least \$5,000 but less than \$100,000.

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#### RESERVED AND UNRESERVED FUND BALANCE POLICIES

The policy, (adopted by City Council on March 7, 2011), in accordance with GASB 54, will ensure the City maintains adequate fund balance and reserves in the City's Governmental and Utility Funds to provide the capacity to:

- Provide sufficient cash flow for daily financial needs.
- Secure and maintain investment grade bond ratings.
- Provide adequate reserves to offset significant economic downturns or revenue shortfalls.
- Provide adequate reserves for unforeseen expenditures related to emergencies.

Fund Balance for the City's Funds will be comprised of the following categories:

- Nonspendable- amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
- Restricted-amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
- Committed-amounts used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
  - Amounts set aside based on self-imposed limitations established and set in place prior to fiscal year-end, but can be calculated after the fiscal year-end.
  - Limitation imposed at the highest level and requires the same action to remove or modify.
  - Ordinances that lapse at fiscal year-end.
- Assigned-amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
- Unassigned-amounts that are not reported in any other classification.

The Governmental Fund will be the only fund that has unassigned fund balance. All other funds will be used as designated by the original intent.

#### UNASSIGNED FUND BALANCE

- The City of Clinton will strive over a 3-5 year period to accumulate a fund balance equal to 17% of the budgeted Governmental Fund expenditures. After this fund balance is achieved the unassigned balance maintained during the following fiscal years should not fall below 8% of the budgeted operating Governmental Fund Expenditures.
- To the extent that the Total Fund unassigned fund balance exceeds 17% the balances may be utilized to fund capital requests or reduce the outstanding debt of the City.
- Management is expected to manage the budget so that revenue shortfalls and expenditures do not impact the units total unassigned fund balance. If a catastrophic economic event occurs that requires a 10% or more deviation from the total budgeted revenues or expenditures then the unassigned fund balance can be reduced by action from the City Council and the City Council will adopt a plan at that time to return spendable fund balance back to the required level.
- The order of expenditure must be classified. The City shall spend funds from restricted fund balance first, and then committed fund balance, assigned fund balance and lastly unassigned fund balance. Whenever multiple revenue sources are available, the City will use resources in this order (as deemed by the agency granting funds or bond ordinances): bond proceeds, Federal funds, State funds, local county funds, and city funds. The City Manager may deviate from this order when it best meets the needs of the City.

- Utility Funds – Even though GASB 54 does not impact enterprise funds, the City will strive to maintain unrestricted net assets greater than 8% of the total operating revenues at fiscal year-end after the desired reserves are achieved. These reserves are for operations and future capital improvements.

#### RESTRICTIONS, RESERVATIONS AND DESIGNATIONS OF NET ASSETS FOR THE UTILITY FUND

For external reporting purposes, net assets will be reported as restricted or unrestricted in accordance with GAAP. For internal purposes, net assets will be reserved or designated as follows:

1. Bond funds and other encumbered balances will continue to fund existing projects. Designations for funding of planned projects in the future periods will reduce the financial demands placed upon a subsequent periods

## DEBT SERVICE

Debt Service is established to account for the accumulation of resources for and the payment of, general long-term debt: general obligation, tax increment financing or revenue bonds as well as major capital lease purchases. The City of Clinton accounts for all debt in the respective funds and not in a debt service fund. Where feasible, the City of Clinton develops and utilizes revenues, special fees, or other revenue in lieu of debt.

It should also be noted that, total general obligation bonded debt will not exceed 8% of the assessed value of taxable property in the City without referendum, as prescribed by Title 5, Chapter 21, Article 1 of the Code of Laws of the State of South Carolina. The City's current bonded debt is at less than 2% of assessed values of the taxable property. The details of each debt obligation the City has for fiscal year 19/20 are listed below:

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### GENERAL OBLIGATION BONDS AND GENERAL FUND CAPITAL LEASES

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. The bonds are direct obligations and pledged by the full faith and credit of the City. The City also has a policy that allows the acquisition of certain fixed assets through the use of lease purchase agreements. For the lease purchases to be paid through the annual appropriations, the debt service is accounted for in the respective governmental fund, and the related liabilities recorded as long-term debt.

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### REVENUE BONDS AND UTILITY FUND CAPITAL LEASES

The City also issues revenue bonds where only the income derived from the acquired or constructed assets is pledged to pay the related debt service. These bonds are liabilities in the proprietary fund or utility fund. The City also has a policy that allows the acquisition of certain fixed assets through the use of lease purchase agreements in the Utility Fund. For the lease purchases to be paid through the annual

appropriations, the debt service is accounted for in the respective governmental fund, and the related liabilities recorded as long-term debt.

	Balance June 30,2019	Balance June 30,2020	Balance June 30,2021
<b>General Obligation Bonds:</b>			
\$450,000 General Obligation Bonds. Annual maturities of \$40,000 to \$51,000 through 2020 and an annual interest rate of 3.02%.	\$ 51,000	\$ -	\$ -
<b>Total general obligation bonds</b>	<b>\$51,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital Lease Obligations:</b>			
Anticipated debt for Fire Building Upgrades	\$ -	\$ -	\$ 1,800,000
\$315,157 Fire Truck capital lease for 5 yrs . Annual payments of \$55,790 including interest of 1.750%.	\$ 108,577	\$ 54,760	\$ -
<b>Total lease obligations</b>	<b>\$108,577</b>	<b>\$54,760</b>	<b>\$1,800,000</b>
<b>Total Governmental Fund Debt</b>	<b>\$159,577</b>	<b>\$54,760</b>	<b>\$1,800,000</b>

	Balance June 30,2019	Balance June 30,2020	Balance June 30,2021
<b>Revenue Bonds:</b>			
\$6,902,000 2017 Combined Utility System Improvement Revenue Bonds. Due in annual Maturities of \$73,000 to \$862,000 through 2028 an annual interest rate of 2.36	\$ 6,775,000	\$ 6,622,000	\$ 5,845,000
\$4,224,433.50 2012A Combined Utility System Improvement And refunding bonds. Annual maturities of 294,258 to \$692,856 through 2020 and an annual interest rate of 1.88%.	\$ 608,406	\$ -	\$ -
<b>Total Utility Revenue Bonds</b>	<b>\$ 7,383,406</b>	<b>\$ 6,622,000</b>	<b>\$ 5,845,000</b>

	Balance June 30,2019	Balance June 30,2020	Balance June 30,2021
<b>Revenue Bonds:</b>			
\$6,902,000 2017 Combined Utility System Improvement Revenue Bonds. Due in annual Maturities of \$73,000 to \$862,000 through 2028 an annual interest rate of 2.36	\$ 6,775,000	\$ 6,622,000	\$ 5,845,000
\$4,224,433.50 2012A Combined Utility System Improvement And refunding bonds. Annual maturities of 294,258 to \$692,856 through 2020 and an annual interest rate of 1.88%.	\$ 608,406	\$ -	\$ -
<b>Total Utility Revenue Bonds</b>	<b>\$ 7,383,406</b>	<b>\$ 6,622,000</b>	<b>\$ 5,845,000</b>

**Capital Lease Obligations:**

\$46,300 Tractor & Mower capital lease for 5 yrs . Annual payments of \$12,304 including interest of 2.60%.	\$ 23,081	\$ 12,304	\$ -
\$234,439 Side Arm Grbg truck capital lease for 5 yrs . Annual payments of \$51,769 including interest of 3.430%.	\$ 234,439	\$ 190,466	\$ 145,231
\$116,880 Knucle Boom truck capital lease for 5 yrs . Annual payments of \$24,971 including interest of 2.060%.	\$ 70,066	\$ 48,298	\$ 24,419
\$81,200 Wheeled Jaruff ROW capital lease for 5 yrs . Annual payments of \$17,291 including interest of 2.060%.	\$ 49,808	\$ 32,880	\$ 16,928
\$61,387 International Cab/Chassis capital lease for 5 yrs . Annual payments of \$13,502 including interest of 3.40%.	\$ 61,387	\$ 49,712	\$ 37,900
\$219,876 Altec Bucket Truck capital lease for 5 yrs . Annual payments of \$46,603 including interest of 1.930%.	\$ 134,581	\$ 88,861	\$ 44,856
\$172,683 Bucket Truck capital lease for 5 yrs . Annual payments of \$37,028 including interest of 2.690%.	\$ -	\$ 138,662	\$ 105,364
\$152,432 Bucket Truck capital lease for 5 yrs . Annual payments of \$26,879 including interest of 1.780%.	\$ 52,223	\$ 25,881	\$ -
\$117,409 Skidsteer Row Equip. Lease for 5 yrs. Annual payments of \$24,834 including interest rate of 1.98%.	\$ 48,232	\$ 23,880	\$ -
<b>Total lease obligations</b>	<b>\$ 673,817</b>	<b>\$ 610,944</b>	<b>\$ 374,697</b>
<b>Total Utility Fund Debt</b>	<b>\$ 8,057,223</b>	<b>\$ 7,232,944</b>	<b>\$ 6,219,697</b>
<b>Grand Total for City</b>	<b>\$ 8,216,800</b>	<b>\$ 7,287,704</b>	<b>\$ 8,019,697</b>

While the preceding schedules address the principal for each current fiscal year, the following schedules show the entire amount (principal and interest) of debt that is due by fund year and type of debt.

**DEBT SERVICE MATURITIES BY FISCAL YEAR TO INCLUDE PRINCIPAL AND INTEREST**

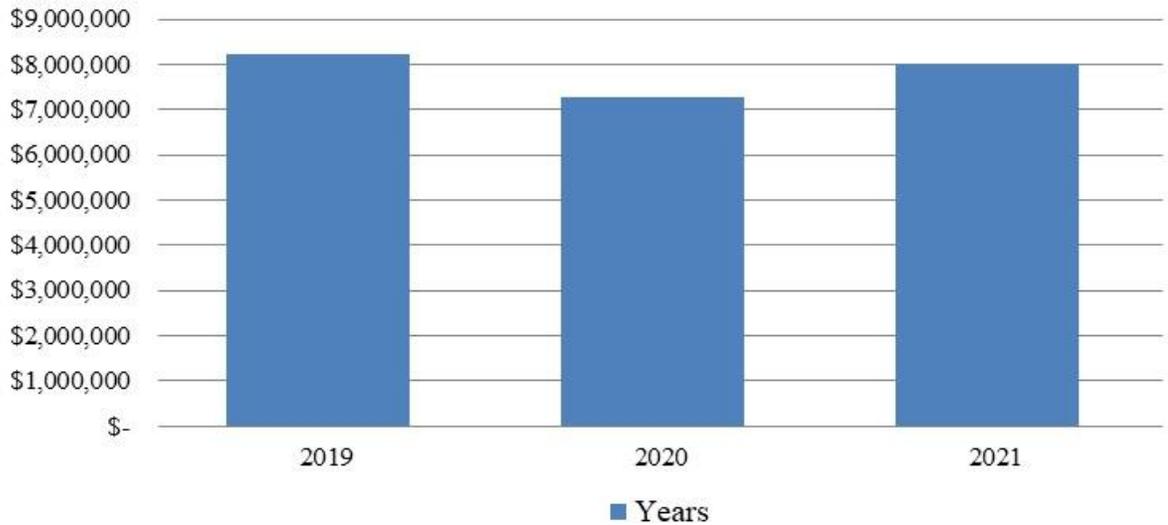
**DEBT SERVICE MATURITIES BY FISCAL YEAR ( INCLUDES PRINCIPAL AND INTEREST)**

FY Ending June 30,	GENERAL FUND		
	2021 GO Bond	Capital Leases	Total General Fund Debt
	Possible Issue For Police Fire	Various Equipment	Principal/Interest
2021	180,000	55,790	235,790
2022	180,000	55,790	235,790
2023	180,000		90,931
2024	180,000		90,931
2025	180,000		90,931
2026	180,000		90,931
2027	180,000		90,931
2028	180,000		90,931
2029	180,000		90,931
2030	180,000		90,871
2031	180,000		90,750
	<u>\$ 1,980,000</u>	<u>\$ 111,580</u>	<u>\$ 1,289,718</u>

**DEBT SERVICE MATURITIES BY FISCAL YEAR ( INCLUDES PRINCIPAL AND INTEREST)**

FY Ending June 30,	UTILITY FUND				Total City Debt By Fiscal Year
	2017 Bonds	2012A Bond	Capital Leases	Total Utility Debt	
	Electric/Water	Refinancing/ Electric/ Water	Various Equipment	Principal/Interest	
2021	933,280		255,097	1,188,377	1,424,167
2022	984,942		206,423	1,191,365	2,481,083
2023	902,952			902,952	902,952
2024	903,426			903,426	903,426
2025	903,452			903,452	903,452
2026	903,030			903,030	903,030
2027	903,158			903,158	903,158
2028	902,816			902,816	902,816
	<u>\$ 7,337,056</u>	<u>\$ -</u>	<u>\$ 461,520</u>	<u>\$ 7,798,576</u>	<u>\$ 9,324,084</u>

## Total Debt by Year



### CITY OF CLINTON GOVERNMENTAL FUND – TOTAL DEBT MARGIN COMPUTATION

June 30, 2019

Total Assessed Value	\$ 12,307,326
Debt Limit (8% of the Assessed Value)	\$ 962,986
Current General Bonded Debt	\$ <u>(52,000)</u>
Legal Debt Margin	\$ <u>910,986</u>

## FINANCIAL MANAGEMENT SYSTEMS

### FORM OF GOVERNMENT

The City operates under the Council-Manager form of government. The governing body is composed of a mayor elected at large, and six council members elected by ward. The Council is a legislative body establishing policies with recommendations by the City Manager who administers all divisions of the City. All division heads are appointed by the City Manager.

### BUDGETARY AND ACCOUNTING SYSTEMS

The accounting policies of the City of Clinton conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for establishing governmental accounting and financial reporting principles. The City of Clinton conforms to GASB in the preparation of the City's financial statements.

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## BUDGETING

In accordance with the General Statutes of the State of South Carolina, the City Council is required by state statute to adopt an annual balanced budget by ordinance prior to July 1. The City defines a balanced budget as the fiscal discipline to be able to equate the revenues with expenditures over the business cycles. City Council has the authority to amend the budget ordinance. Appropriations lapse at year end.

Appropriations are authorized in the annual budget ordinance generally at the department level. The legal level of budgetary control is at the fund level; however, in practice, the City maintains control at the department level. Administrative control is further maintained through more detailed line-item budgets. This control is used as a management device throughout the year. The basis of budgeting for the governmental fund is consistent with the basis of accounting for those funds which is modified accrual. Proprietary funds use the accrual basis of budgeting which is also consistent with their basis of accounting. The following section discusses the basis of accounting for the City.

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## BASIS OF ACCOUNTING

The accounting and financial reporting applied to a fund are determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. Only current assets and current liabilities generally are included on the balance sheet.

Governmental fund revenues and expenditures are recognized on the modified accrual basis. Revenues that are deemed susceptible to accrual are recognized in the period when they become measurable and available. Expenditures are recognized when the fund liability is incurred, except principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due or when funds have been made available for payment. At fiscal year-end, the Comprehensive Annual Financial Statements are prepared using the modified accrual method on the basis consistent with Generally Accepted Accounting Principles (GAAP).

The proprietary fund is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Fund Equity is segregated into contributed capital and retained earnings components. Proprietary fund-type operating statements present increases (revenues) and decreases (expenses) in net total assets.

The proprietary funds use the accrual basis of accounting. Under this method, revenues are recognized when earned and expenses are recognized as incurred. As mentioned in regards to the Governmental fund, the proprietary fund prepares the audited Comprehensive Annual Financial Statements in accordance with (GAAP) while using the accrual basis of accounting for the statements.

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## FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and accounts groups, each of which is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. The operations of each fund are accounted for with separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate.

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## GOVERNMENTAL FUND

Governmental Funds are used to account for all or most of a government's general activities. Examples of these activities include public safety, parks, and sanitation services. These revenues come from property taxes, user fees, licenses, permits, sanitation services, and intergovernmental revenues.

#### GENERAL FUND

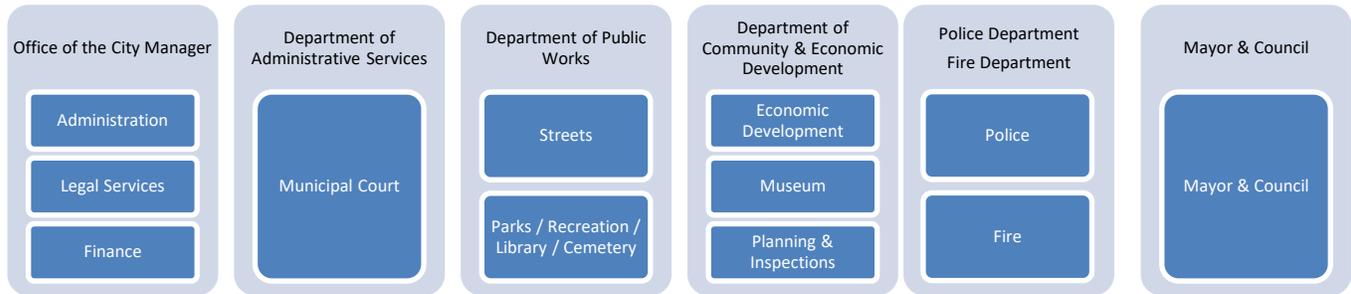
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The General Fund is the City's general operating fund and is used to account for all financial transactions except those required to be accounted for in another fund. The General Fund is the Main Fund for the Governmental sector as all revenues and expenditures in the Governmental sector ultimately flow through this fund. Principal sources of revenue are property taxes, licenses and permits, intergovernmental revenues, and sanitation service charges. The primary expenditures in the General Fund include administration, finance, streets, parks, sanitation, and public safety. In the Budget Summary, charts can be found that show the Actual Budget for two years.

#### DESCRIPTION OF GENERAL FUND DIVISIONS

<u>Mayor and City Council:</u>	The body that sets policy
<u>Administration:</u>	Administration for entire city government
<u>Economic Development:</u>	Recruits and retains industry and business that lead to job creation and property tax base enhancement
<u>Municipal Court:</u>	Administration and adjudication of local and state laws
<u>Legal Services:</u>	Provides advice and counsel the Mayor and City Council and City staff.
<u>Finance:</u>	Collection of business licenses, building permits and other City fees; responsible for accounts payable, cash flow and investment management, financial statements, payroll, general ledger maintenance, and personnel benefits management; City-wide purchasing and inventory control.
<u>Police:</u>	Enforcement of municipal, state, and federal laws; traffic enforcement and accident investigation; investigations of crime; victims' advocacy; animal control; training and certification.
<u>Fire:</u>	Enforcement of fire prevention; fire suppression.
<u>Streets:</u>	General repair and maintenance of City streets, sidewalks, curbs and gutters.
<u>Parks/Recreation/Library/Cemetery:</u>	Maintenance of City-owned parks, library, and cemetery.
<u>Museum:</u>	Protect, preserve, interpret, and display historically relevant artifacts.
<u>Planning and Inspections:</u>	Plan for the growth of the City; enforcement of building and property maintenance codes and ordinances.

The chart below depicts how the above financial divisions fall into our current departmental structure. These departments are responsible for the day to day management of the financial divisions.



**SPECIAL REVENUE FUND**

The Special Revenue Fund is used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. Examples of these funds are Hospitality fees, Accommodations fees, and Economic funds. The City does not adopt a budget for these funds.

**DESCRIPTION OF SPECIAL REVENUE DIVISIONS**

<u>Accommodations Tax Fund:</u>	Monies received from the South Carolina Department of Revenue for designated fees added at hotels inside the City.
<u>Local Hospitality Fee Fund:</u>	A 2% fee imposed on all prepared food inside the City, used to promote quality of life, tourism, and recreational facilities.
<u>Economic Development:</u>	Funds used by the City to promote and pursue economic development inside the City.
<u>Depreciation Funds (Capital Equipment):</u>	Funds used by the City to replace capital equipment.
<u>SII (Sewer Inflow &amp; Infiltration):</u>	Funds used by the City to purchase equipment and perform projects to reduce the impact of inflow and infiltration on the city’s sanitary sewer system.

**ENTERPRISE FUNDS**

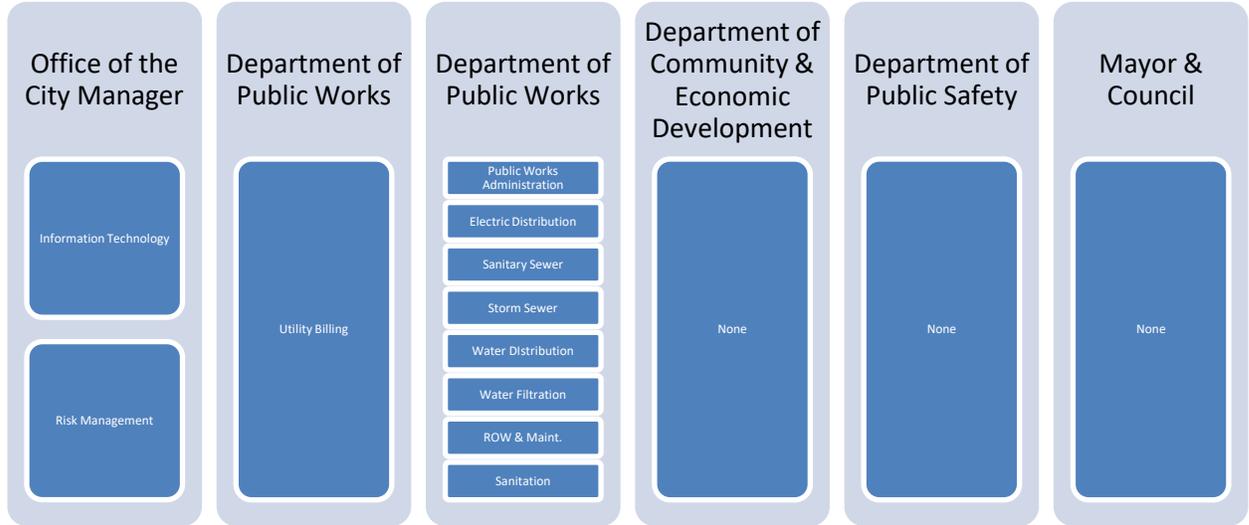
The Enterprise Funds are the major funds used to account for the business-type activities of a government. These are activities which are financed and operated in a manner where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

**DESCRIPTION OF ENTERPRISE FUNDS AND DIVISIONS**

<u>Public Works Administration:</u> division.	Administration of the public works and utilities
<u>Information Technology:</u>	Provides management and support for technology, computers, servers, hardware, and software. Also provides Geographic Information System services.

	<u>Utility Billing:</u>	Collection of utility payments; utility meter reading and billing.
	<u>Sanitation:</u>	Collection and disposal of refuse, including cellulose
electricity.	<u>Electric Distribution:</u>	Manages the safe and efficient distribution of
	<u>Sanitary Sewer:</u>	Operations and maintenance of the City’s sewer collection systems.
	<u>Storm Sewer:</u>	Operations and maintenance of the City’s storm sewer systems.
	<u>Water Distribution:</u>	Operations and maintenance of the City’s water distribution systems.
	<u>Water Filtration:</u>	Operation and maintenance of the City’s Water Treatment Facility.
	<u>Right of Way Maintenance:</u>	Maintenance of the City’s Right of Ways for Infrastructure.
	<u>Fleet Maintenance:</u>	General repair and maintenance of the City’s fleet.
	<u>Risk Management:</u>	Preservation of the City’s human and physical assets through controlling loss exposure, training, and safety initiatives.

The chart below depicts how the above financial divisions fall into our current departmental structure. These departments are responsible for the day to day management of the financial divisions.



## BUDGET PROCESS AND AMENDMENTS

In accordance with the General Statutes of the State of South Carolina, the City Council is required to adopt an annual balanced budget prior to July 1<sup>st</sup>. The City uses the adopted budget as a management control device during the year. *A balanced budget is achieved when the City has enough fiscal discipline to be able to equate the revenues with expenditures over the business cycles.*

The budget process begins in December when budget packages are distributed to the Departments which include Year to Date Expenditures and a budget calendar.

Each department then prepares a comprehensive list of objectives and funding requests they would like to have considered for the next budget year. During this time, the Chief Finance Officer and the City Manager prepare revenue estimates for both the current and the next fiscal years.

Then each department head meets individually with the City Manager and the Chief Finance Officer to review department budgets and capital expenditure requests. During these meetings, the goals of each department are reviewed and expenditure requests are evaluated to determine the fiscal resources necessary to accomplish these goals.

Following these meetings, the City Manager and the Finance Director meet to prepare a draft budget for submission to City Council. This draft budget is submitted to Council at formal budget workshops held in March and April. The public has an opportunity to comment on the budget at a designated public hearing. A public hearing along with two readings are required for formal adoption of the budget. Amendments to the budget are allowable under South Carolina law and are made throughout the year as necessary.

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### BASIS OF BUDGETING

The basis of budgeting for the governmental fund is consistent with the basis of accounting for those funds which is modified accrual. Proprietary funds use the accrual basis of budgeting which is also consistent with their basis of accounting.

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### BUDGET AMENDMENTS

The City Manager is authorized to transfer any sum from one budget line item to another or from one department or division, but no such transfer shall (a) be made from one fund to another fund, (b) conflict with any existing Bond Ordinance, or (c) conflict with any previously adopted policy of the City Council. Any change in the budget which would increase or decrease the total of all authorized expenditures must be approved by City Council.

A Budget Amendment may be initiated by unforeseen occurrences, such as an unexpected Revenue Receipt or unforeseen expenditure beyond the control of the City. The Finance Department should be notified of the request to amend the budget. Then, Finance determines if the request will require additional funding or if only a budget transfer is needed. The amendment is then sent to the City Manager who either approves the transfers within the fund or adds the request to the City Council agenda if the amendment requires additional funding outside of the approved Budget. Upon approval, the Budget is then updated in the Accounting System.

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**BUDGET CALENDAR**

A detailed budget calendar is included below.

***FY 20 – 21 Budget Calendar***

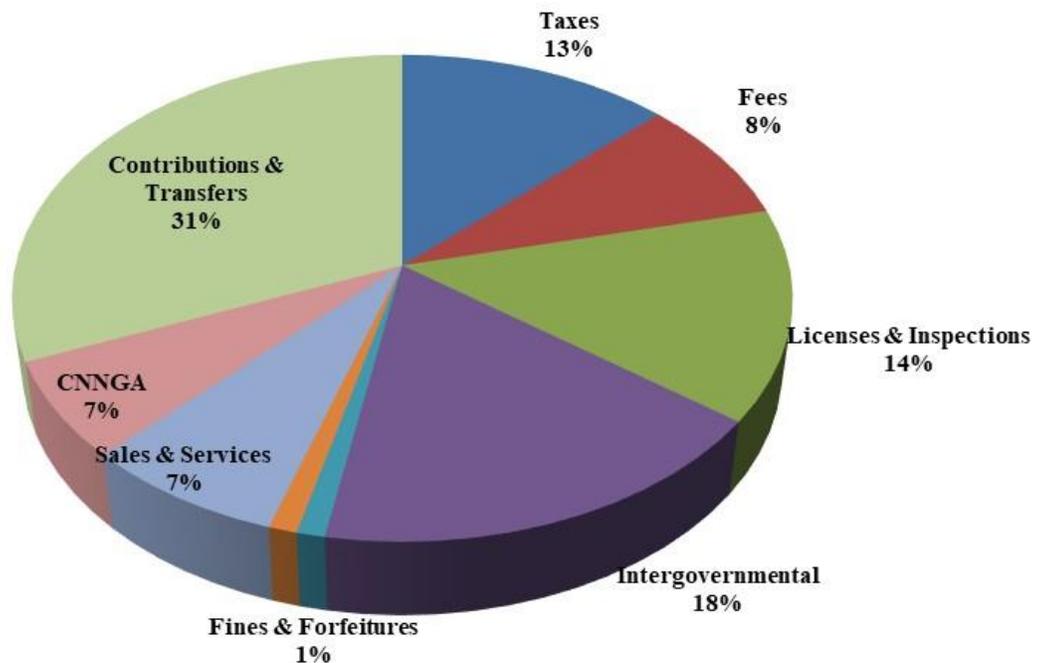
<b><u>Date</u></b>	<b><u>Action</u></b>
<i>December 20, 2019</i>	<i>Departments receive capital budget forms</i>
<i>January 6, 2020</i>	<i>City Council Meeting / Regular Meeting</i>
<i>January 15, 2020</i>	<i>Receive draft midyear financial report for review</i>
<i>January 20, 2020</i>	<i>Departments receive non-capital FY 20 Budget Forms</i>
<i>January 20, 2020</i>	<i>Capital Budget Requests turned in by Departments to Finance</i>
<i>February 3, 2020</i>	<i>City Council Meeting</i>
<i>February 7 &amp; 11, 2020</i>	<i>City Departments Payroll Sessions</i>
<i>February 7, 2020</i>	<i>All budget requests due from Departments</i>
<i>February 17-20, 2020</i>	<i>Departmental Budget Meetings</i>
<i>March 2, 2020</i>	<i>City Council Meeting</i>
<i>March 12, 2020</i>	<i>City Council</i> <ul style="list-style-type: none"> <li>• <i>Draft Budget issued to City Council</i></li> </ul>
<i>April 16, 2020</i>	<i>City Council Meeting</i>
<i>April 26, 2020</i>	<i>City Council Workshop- POSTPONED-COVID 19</i> <ul style="list-style-type: none"> <li>• <i>Utility Fund Revenues and Expenditures</i></li> </ul>
<i>May 4, 2020</i>	<i>City Council Regular Meeting</i>
<i>May 14, 2020</i>	<i>City Council Meeting / Special Called Meeting</i> <ul style="list-style-type: none"> <li>• <i>Budget Workshop</i></li> <li>• <i>First Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2020-2021 Annual Operating Budget</i></li> </ul>
<i>June 1, 2020</i>	<i>City Council Meeting / Regular Meeting</i> <ul style="list-style-type: none"> <li>• <i>Public Hearing for Fiscal Year 2020-2021 Annual Operating Budget</i></li> <li>• <i>Second Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2020-2021 Annual Operating Budget</i></li> </ul>

# PRINCIPAL REVENUE SOURCES

## GENERAL FUND

The cost to finance the many services that the City of Clinton provides requires stable, predictable revenue sources. Those revenue sources include taxes, business license fees, fines, permits, user fees, state-shared revenue, and utility transfers and contributions. Revenue forecasting is facilitated by current rate structures, state regulations, current economic conditions, and three to five year trend analyses.

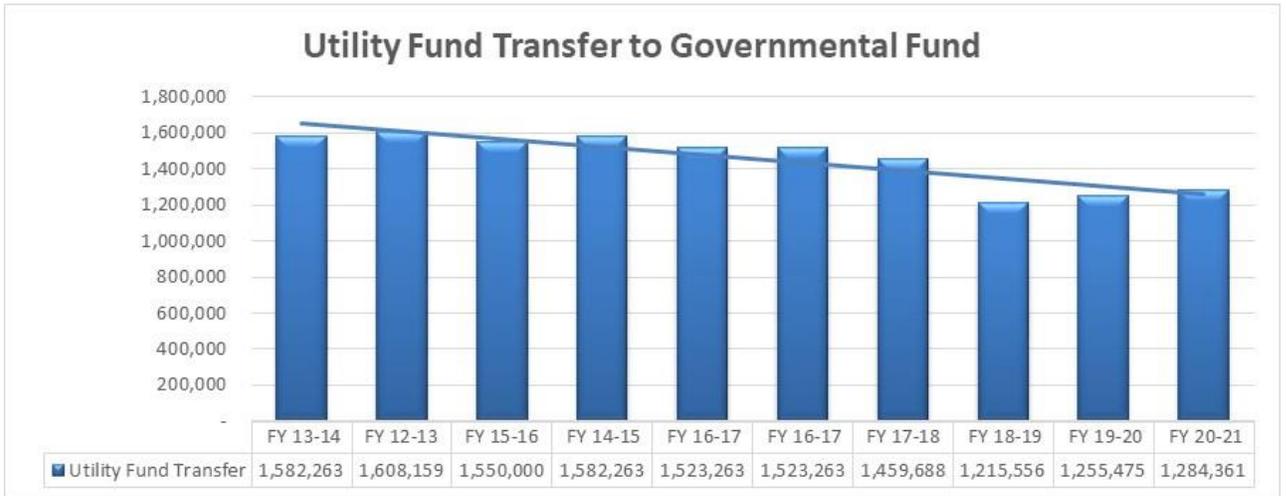
### General Fund Revenue



Major revenue sources within the General Fund are described below:

#### INTERNAL CONTRIBUTIONS AND TRANSFERS

Internal contributions and transfers account for the largest single revenue source, comprising 31% of all General Fund revenues. These contributions and transfers include direct contributions to the City's General Fund from the Utility system's revenues as well as an overhead allocation for all administrative duties performed by staff allocated within the General Fund. It has been the practice of staff as well as City Council to maintain a transfer rate of less than 8% of electric, water, and sewer revenues. At the end of Fiscal Year 16-17, Staff reviewed the Transfer Policy. The amount transferred is based on a "fee In Lieu of taxes" calculation and the amount paid for a Business License, as if the Utility Fund was a privately owned Utility.



#### INTERGOVERNMENTAL REVENUES

Intergovernmental revenues account for 18% of all General Fund revenues. Funds designated under the intergovernmental category include state-shared revenue, local option sales taxes, law enforcement grants, state accommodations taxes, and Piedmont Municipal Power Agency grants. Local option sales tax revenue, accounting for over 65% of intergovernmental revenue, is generated through an additional 1% sales tax on retail sales of tangible goods. While this revenue source is dependent on the local economy, it has remained relatively stable over the past five years. Through a City Council Resolution, 71% of local options sales tax proceeds are dedicated to lowering property taxes within the City of Clinton, therefore as local option sales tax grows, property tax revenue must decrease.

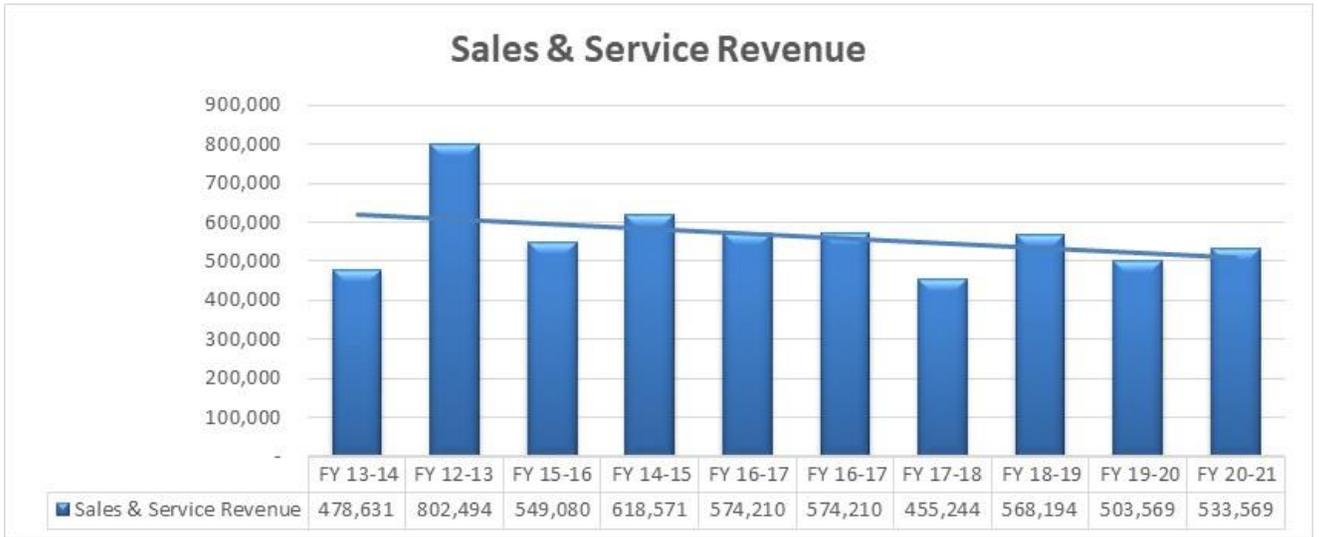
#### LICENSES AND INSPECTIONS

Licenses and Inspections revenues account for 14% of the total General Fund budget, and include business licenses, franchise fees, and permit and inspection fees. Business license revenue accounts for 88% of this category and has remained stable over the past few years. Additionally, with the continued economic development efforts made by the City of Clinton, business license revenue should increase.



**SALES AND SERVICES**

Sales and Services revenue accounts for 7% of the total General Fund budget, which is primarily composed of the Laurens County fire contract (58%).



**PROPERTY AND VEHICLE TAX**

Property and vehicle tax revenue only accounts for 13% of Clinton’s General Fund budget. While there has been fluctuation in tax collections over the past ten years, efforts are currently underway to improve Clinton’s tax base by recruiting and retaining businesses and industry within the corporate limits of Clinton. For the past two years the city has retained 29% of the Local Option Sales Tax to fund Public Safety services and equipment replacement. For FY 2020-2021, the city did not raise the millage by the allowable CPI of 1.018%. State law allows the look back of three years. The city may choose to add this year’s CPI to next year’s.



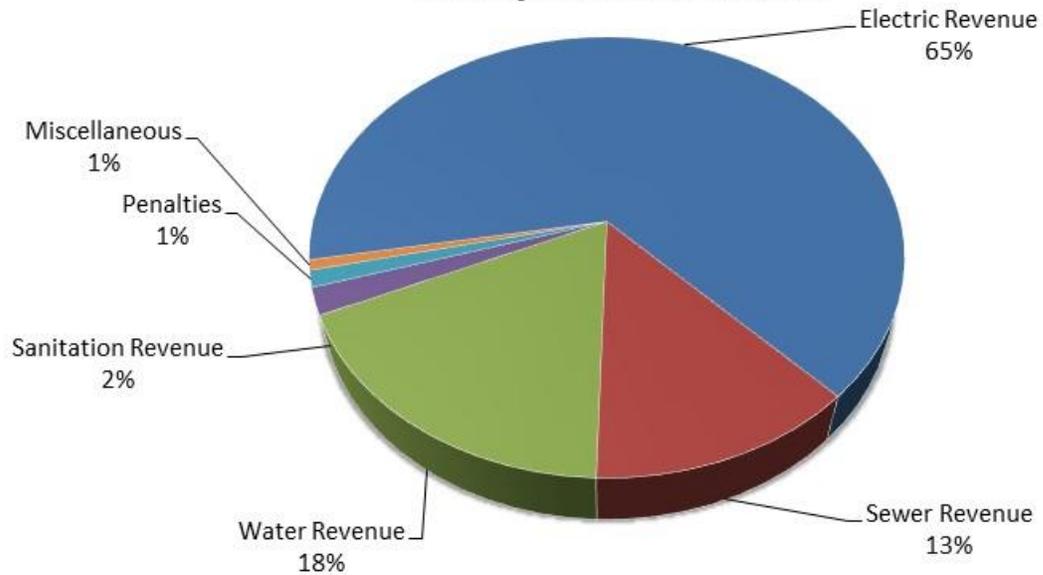
#### CLINTON NEWBERRY NATURAL GAS AUTHORITY

Clinton Newberry Natural Gas Authority revenue accounts for 7% of all General Fund revenues. These funds are directly allocated to the City of Clinton by CNNGA and are budgeted each year by its board of directors. This funding relationship exists because the CNNGA was formed by the Cities of Clinton and Newberry to serve natural gas to customers in Laurens and Newberry Counties. Since the revenue stays fairly level, no chart will be displayed.

#### UTILITY FUND

The City’s Utility Fund is comprised primarily of revenue from Electric, Water, Sanitation and Sewer utility fees. Rates for each of these services are set each year by the Mayor and City Council and encompass the cost to provide the services as well as plan for future maintenance, repair, and expansion. In addition to the cost to provide the services, the Mayor and Council and City Staff also make every effort remain competitive with neighboring utilities and also affordable to our most disadvantaged customers.

## Utility Fund Revenue



### ELECTRIC REVENUE

Electric revenue accounts for 65% of all Utility Fund revenue. The City of Clinton is a member, with nine other municipalities, of the Piedmont Municipal Power Agency – a joint action agency that provides wholesale electric service to its members primarily through a 25% ownership interest in the Catawba Nuclear Station, located in York County, South Carolina.

The City has also has seen a decreasing trend in the number of electric customers and has no one major utility customer and has had annual rate increases as needed in order to cover the cost of wholesale electric purchases. Additional increases will be required as wholesale power costs continue to increase.

Number of Customers Electric System Last Ten Fiscal Years	
2010	4,185
2011	4,285
2012	4,075
2013	4,069
2014	3,999
2015	4,020
2016	4,045
2017	4,093
2018	4,040
2019	4,076

### WATER & SEWER REVENUE

Water Revenue accounts for 18% of the overall Utility System revenue. Current revenue projections are based on historical trends, system growth, and current economic conditions. Using this data and the projected expenditures to treat and distribute quality drinking water, the Mayor and City Council evaluate the City’s rate structure each year.

Sewer Revenue accounts for approximately 13% of all Utility System Revenue. The sewer rates are divided into segments. The first segment is a base charge and a collection rate and is designed to offset the costs of operating and maintains the existing sewer system. The second component is a treatment charge which is based on the charges that the Laurens County Water & Sewer Commission charges to treat, by contract, the sewer generated by the City of Clinton.

**Number of Customers  
Sewer System**

**Last Ten Fiscal Years**

2010	4,373
2011	4,377
2012	4,260
2013	4,251
2014	4,154
2015	4,208
2016	4,043
2017	4,093
2018	4,040
2019	4,347

**Number of Customers  
Water System**

**Last Ten Fiscal Years**

2010	4,373
2011	4,377
2012	4,260
2013	4,251
2014	4,151
2015	4,208
2016	4,043
2017	4,093
2018	4,040
2019	4,347

#### SANITATION FUND

The City of Clinton has provided residential and limited commercial garbage collection and charged \$14.50 per month for residential pick-up. Refuse collection has increase from 2,365 tons per year collected in 2004 to 3,900 tons collected in 2012 – an increase of over 67% in eight years. Due to the increased consciousness of the citizens of Clinton the amount collected last year decreased to 1,600. The City has planned to outsource garbage collection during the past fiscal year, but rates to outsource were higher than the amount that we currently charge to our customers. This budget makes adjustments for keeping the Garbage collection in house.

#### UTILITY RATE DETERMINATIONS

In determining rates for all utilities, the City of Clinton used a rate consultant who provided a Cost of Service study. The rates calculated by this consultant are used in this budget. The Mayor and City Council as well as City Staff evaluate three primary areas:

- Cost Efficiency – Are the rates covering the cost to provide the services?
- Competitiveness – Are our rates competitive with neighboring utility providers?
- Affordability – What is the effect of our utility rates on our customers?
- 

#### COST EFFICIENCY

The City of Clinton is committed to keeping operational costs low to minimize any operational rate increases. Utility rates are designed to recover the cost of providing the utility service and provide a return on investment to the citizens.

#### COMPETITIVENESS

City Staff survey various other organizations to gauge our competitiveness in our utility rates. The central question is: Are we in line with other utilities with our utility rates? One of the major issues with the City's utility rates is the size of the utility system. Because Clinton's customer base is smaller than many surveyed, one should assume that we will have higher rates. In some instances that is true, while in other areas we are below many of the larger utility providers. The charts below compare the approved FY 18/19 utility rates with the proposed FY 19/20 utility rates and the utility rates of other utility systems in the region. Water and Sewer rate data is readily available in our region; however electric rate utility comparisons are more difficult to perform due to the fact that cooperatives and investor owned electric utilities are not required to release rate information to non-customers.

## AFFORDABILITY

The Mayor and City Council and City Staff strive to make decisions that will not only continue to be of benefit to the organization, but are also mindful of our customers and the economic conditions that many face. While rate increases are sometimes unavoidable, those increases are always weighed with the customer in mind.

### Monthly Impact of Tax & Utility Rates on a Typical Residential Household

Monthly Impact of Tax & Utility Rates* on A Typical Residential Household											
Type	2012/2013	2013/2014	2014/2015	2015/2016	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Notes
Electricity	\$ 135.08	\$ 142.76	\$ 153.64	\$ 153.64	\$ 153.64	\$ 144.61	\$ 144.61	\$ 144.61	\$ 144.61	\$ 145.51	1
Sewer	\$ 33.85	\$ 34.52	\$ 37.06	\$ 37.06	\$ 37.06	\$ 39.71	\$ 42.43	\$ 45.40	\$ 46.31	\$ 46.76	2
Water	\$ 18.24	\$ 18.48	\$ 19.85	\$ 19.85	\$ 20.39	\$ 30.26	\$ 32.42	\$ 34.35	\$ 37.85	\$ 45.86	2
I & I	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	
Sanitation	\$ 11.00	\$ 12.00	\$ 12.50	\$ 12.50	\$ 13.00	\$ 13.00	\$ 13.00	\$ 14.50	\$ 15.50	\$ 16.50	3
Taxes	\$ 32.52	\$ 32.50	\$ 34.50	\$ 35.83	\$ 35.83	\$ 35.83	\$ 35.83	\$ 36.70	\$ 36.70	\$ 36.70	3
Local Option Credit	\$ (28.56)	\$ (23.04)	\$ (23.04)	\$ (23.04)	\$ (23.04)	\$ (23.04)	\$ (23.04)	\$ (23.60)	\$ (23.60)	\$ (23.60)	
Public Works Fee				\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	4
<b>Total</b>	<b>\$ 205.13</b>	<b>\$ 220.22</b>	<b>\$ 237.51</b>	<b>\$ 240.51</b>	<b>\$ 241.55</b>	<b>\$ 245.04</b>	<b>\$ 249.92</b>	<b>\$ 256.63</b>	<b>\$ 262.04</b>	<b>\$ 272.40</b>	

#### Notes

- 1:Based on average use of 903 kwh per month.
- 2:Based on 4,800 gallons per month
- 3:Based on a home value of \$100,000
- 4:Represents a \$20 per year fee, that has a 3 year sunset clause.





City of Clinton

Annual Budget

Fiscal Year  
2020-2021



CLINTON  
*South Carolina*



**BUDGET  
SUMMARY  
& PERSONNEL  
AUTHORIZATIONS**



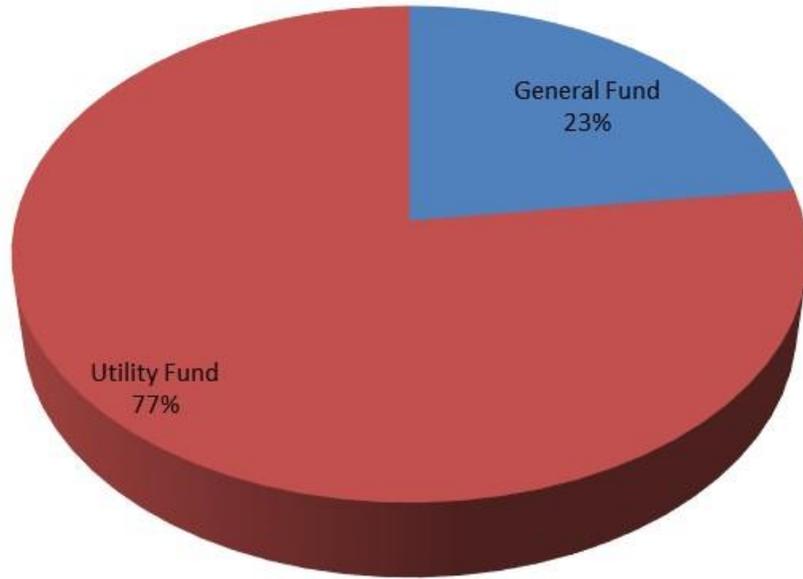


# Revenue & Expenditure Summary

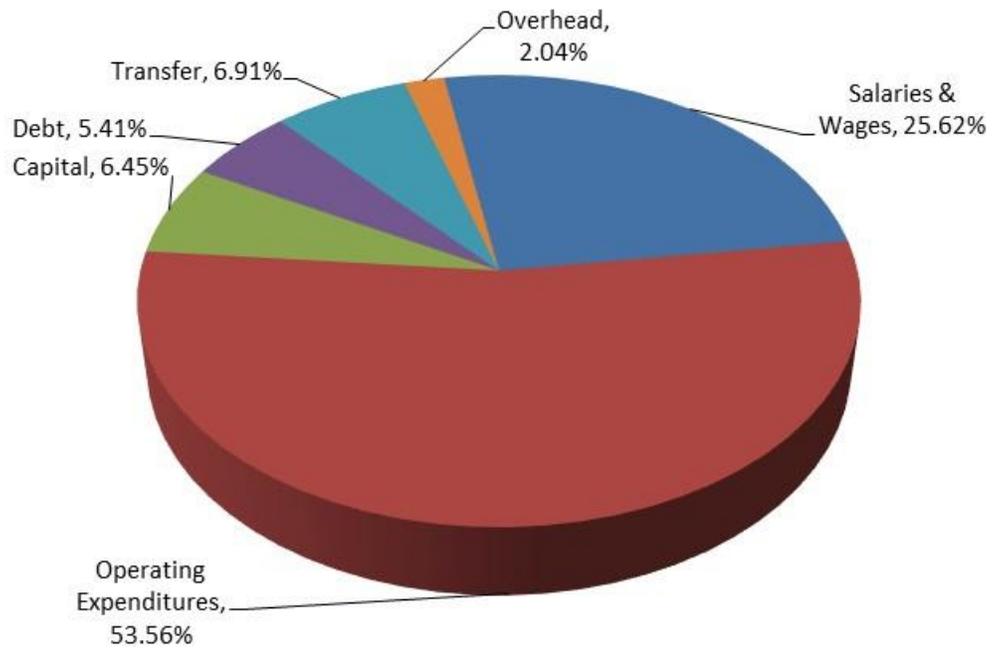
FY 20/21

	2017 - 2018		2018 - 2019		2019 - 2020		2020-2021	
	Approved Budget	Actual	Approved Budget	Actual	Approved Budget	Actual	Requested Budget	Actual
General Fund Revenues	\$ 6,693,510	\$ 7,900,462	\$ 6,700,840	\$ 6,700,840	\$ 6,880,716	\$ 7,194,507	\$ 7,194,507	\$ 7,194,507
General Fund Expenses	\$ 6,693,510	\$ 7,943,622	\$ 6,700,840	\$ 6,700,840	\$ 6,880,716	\$ 7,194,507	\$ 7,194,507	\$ 7,194,507
Surplus	\$ 0	\$ (43,160)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Fund Revenues	\$ 23,172,868	\$ 22,515,087	\$ 23,295,334	\$ 23,295,334	\$ 23,957,713	\$ 24,164,532	\$ 24,164,532	\$ 24,164,532
Utility Fund Expenses	\$ 23,172,868	\$ 21,826,631	\$ 23,295,334	\$ 23,295,334	\$ 23,957,713	\$ 24,164,532	\$ 24,164,532	\$ 24,164,532
Surplus	\$ 0	\$ 688,456	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Revenues	\$ 29,866,378	\$ 30,415,549	\$ 29,996,174	\$ 29,996,174	\$ 30,838,429	\$ 31,359,039	\$ 31,359,039	\$ 31,359,039
Total Expenses	\$ 29,866,378	\$ 29,770,253	\$ 29,996,174	\$ 29,996,174	\$ 30,838,429	\$ 31,359,039	\$ 31,359,039	\$ 31,359,039
Surplus	\$ 0	\$ 645,296	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

### Budget FY 20-2021



### BOTH FUNDS Expenditures by Category



Consolidated Financial Summary for Current and Prior Year Budget

General Fund Revenue

	2019-20 Budget	2019-2021 Budget	% Diff.
Taxes	\$ 926,415	\$ 926,415	0.00%
Fees	575,000	600,000	4.35%
Licenses & Inspections	926,000	1,011,000	9.18%
Intergovernmental	1,072,000	1,260,000	17.54%
Fines & Forfeitures	162,000	74,370	-54.09%
Interest Income	20,000	75,000	275.00%
Sales & Services	503,569	533,569	5.96%
CNNGA	465,000	465,000	0.00%
Other Financing Sources	2,230,732	2,249,153	0.83%
<b>TOTAL GENERAL FUND</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	<b>4.56%</b>

General Fund Expenses

Expenditures	TOTAL			PERSONNEL			OPERATIONS			CAPITAL			DEBT		
	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.
<b>DEPARTMENTS</b>	<b>\$ 108,649</b>	<b>\$ 109,889</b>	<b>1.14%</b>	<b>\$ 70,439</b>	<b>\$ 71,679</b>	<b>1.76%</b>	<b>\$ 38,210</b>	<b>\$ 38,210</b>	<b>0.00%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
Mayor & City Council	585,615	641,617	9.94%	269,308	299,767	11.31%	106,350	136,850	28.68%	-	-	0.00%	207,957	206,000	-1.42%
City Administration	248,941	256,404	3.03%	102,091	111,044	8.77%	146,850	145,450	-0.95%	-	-	0.00%	-	-	0.00%
Economic Development	170,457	141,516	-16.98%	81,757	85,816	4.96%	88,700	55,700	-37.20%	-	-	0.00%	-	-	0.00%
Municipal Court	60,000	88,000	46.67%	-	-	0.00%	60,000	88,000	46.67%	-	-	0.00%	-	-	0.00%
Legal Services	501,244	480,175	-4.20%	246,744	247,675	0.38%	254,500	232,500	-8.64%	-	-	0.00%	-	-	0.00%
Finance	2,247,493	2,559,688	13.89%	1,893,068	2,138,062	12.94%	334,425	328,626	-1.73%	-	65,000	0.00%	20,000	28,000	40.00%
Police	1,150,516	1,239,116	7.70%	934,672	978,100	4.65%	122,054	167,226	37.01%	-	-	0.00%	93,790	93,790	0.00%
Fire	631,440	507,763	-19.59%	332,235	183,903	-44.65%	77,945	84,600	8.54%	207,000	225,000	8.70%	14,260	14,260	0.00%
Streets	830,252	773,387	-6.85%	90,227	57,762	-35.98%	290,025	285,625	-1.52%	450,000	430,000	-4.44%	-	-	0.00%
Parks/Recreation/Library	25,247	25,247	0.00%	15,772	15,772	0.00%	9,475	9,475	0.00%	-	-	0.00%	-	-	0.00%
Museum	282,012	330,765	17.29%	200,512	207,515	3.49%	81,500	93,250	14.42%	-	30,000	100.00%	-	-	0.00%
Planning & Inspections	40,850	40,850	0.00%	-	-	0.00%	40,850	40,850	0.00%	-	-	0.00%	-	-	0.00%
Accommodations	6,880,716	7,194,507	4.56%	4,236,826	4,397,095	3.78%	1,650,884	1,706,362	3.36%	657,000	750,000	14.16%	336,007	341,050	1.50%
<b>TOTAL</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	<b>4.56%</b>	<b>\$ 4,236,826</b>	<b>\$ 4,397,095</b>	<b>3.78%</b>	<b>\$ 1,650,884</b>	<b>\$ 1,706,362</b>	<b>3.36%</b>	<b>\$ 657,000</b>	<b>\$ 750,000</b>	<b>14.16%</b>	<b>\$ 336,007</b>	<b>\$ 341,050</b>	<b>1.50%</b>

Consolidated Financial Summary for Current and Prior Year Budget

Utility Fund Revenue Summary

	2019-20 Budget	2019-2021 Budget	% Diff.
Utility Sales	\$ 23,510,013	\$ 23,648,926	0.59%
Interdepartmental utility sales	-	-	0.00%
Hookup fees	63,100	73,100	15.85%
Penalties	295,000	295,000	0.00%
Miscellaneous	89,600	147,506	64.63%
<b>Total Operating Revenues</b>	<b>\$ 23,957,713</b>	<b>\$ 24,164,532</b>	<b>0.86%</b>

Utility Fund Expenses

Expenditures	TOTAL			PERSONNEL			OPERATIONS			CAPITAL			DEBT			TRANSFERS			OVERHEAD		
	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.	2019-20 Budget	2019-2021 Budget	% Diff.
Public Works Administration	\$ 1,333,609	\$ 1,478,063	9.99%	\$ 994,773	\$ 210,423	8.04%	\$ 261,691	\$ 344,150	31.51%	\$ 0	\$ 15,000	100%	\$ 897,155	\$ 908,489	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sanitation	513,225	604,476	17.78%	241,265	269,999	11.91%	132,375	134,125	1.32%	15,000	72,000	380.00%	91,740	91,740	0.00%	21,640	24,438	-100.00%	11,208	12,174	-100.00%
IT Department	671,555	632,521	-5.81%	207,355	234,746	13.21%	260,200	243,775	-6.31%	200,000	150,000	-25.00%	4,000	4,000	0.00%	-	-	0.00%	-	-	0.00%
Utility Billing	498,924	540,763	10.15%	306,591	323,430	5.49%	171,500	214,500	25.07%	10,000	-	-100.00%	2,833	2,833	0.00%	-	-	0.00%	-	-	0.00%
Electric Distribution	14,772,877	13,954,426	-5.54%	696,149	714,510	2.64%	12,023,579	11,453,590	-4.74%	192,000	134,000	-30.21%	505,802	317,102	-37.31%	892,802	891,254	-0.18%	462,455	443,970	-4.00%
Right of Way Maintenance	561,597	707,590	26.02%	371,141	469,424	26.48%	122,450	108,950	-11.02%	-	55,000	0.00%	67,916	74,216	0.00%	-	-	0.00%	-	-	0.00%
Sanitary Sewer	2,159,062	2,470,393	14.42%	310,034	311,894	0.60%	1,389,400	1,448,100	4.22%	240,000	245,000	2.08%	6,167	239,487	0.00%	140,626	150,794	7.23%	72,835	75,117	3.13%
Storm Sewer	40,600	40,600	0.00%	-	-	0.00%	40,600	40,600	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
Water Distribution	1,284,307	1,906,845	48.45%	325,874	333,438	2.32%	278,100	287,200	3.27%	220,000	370,000	68.18%	156,445	589,800	277.00%	200,330	217,875	8.76%	103,758	108,532	4.60%
Water Filtration	1,822,857	1,502,181	-17.59%	501,081	509,570	1.69%	717,787	756,950	5.46%	158,449	224,011	41.38%	445,540	11,650	-97.39%	-	-	0.00%	-	-	0.00%
Maintenance	153,049	157,808	3.11%	122,269	122,528	0.21%	26,280	26,280	0.00%	4,500	9,000	100.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
Risk Management	133,931	168,865	26.08%	104,256	138,565	32.91%	29,675	30,300	2.11%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
<b>TOTAL</b>	<b>\$ 23,957,713</b>	<b>\$ 24,164,531</b>	<b>0.86%</b>	<b>\$ 3,380,785</b>	<b>\$ 3,638,528</b>	<b>7.62%</b>	<b>\$ 15,453,637</b>	<b>\$ 15,088,520</b>	<b>-2.36%</b>	<b>\$ 1,039,949</b>	<b>\$ 1,274,011</b>	<b>22.51%</b>	<b>\$ 2,177,608</b>	<b>\$ 2,229,317</b>	<b>2.33%</b>	<b>\$ 1,255,478</b>	<b>\$ 1,284,361</b>	<b>2.30%</b>	<b>\$ 680,256</b>	<b>\$ 639,793</b>	<b>-1.61%</b>

Governmental Fund - Fund Balance				FY 20/21	
FY Ending June 30,					
Revenues	Approved Budget 18-19	Actual Rev./Exp. 18-19	Approved Budget 19-20	Requested Budget 20-21	
Taxes	\$ 850,000	\$ 817,830	\$ 873,806	\$ 873,806	
Licenses and Permits	\$ 896,000	\$ 1,084,914	\$ 926,000	\$ 1,011,000	
Intergovernmental revenues	\$ 1,013,000	\$ 969,776	\$ 1,072,000	\$ 1,260,000	
Fines and forfeitures	\$ 162,000	\$ 72,535	\$ 162,000	\$ 74,370	
Accomodations tax	\$ 110,000	\$ 281,155	\$ 150,000	\$ 150,000	
Hospitality tax	\$ 420,000	\$ 455,940	\$ 425,000	\$ 450,000	
Charges for services	\$ 440,244	\$ 419,104	\$ 503,569	\$ 533,569	
Contributions	\$ 800,000	\$ 1,637,182	\$ 842,609	\$ 842,609	
Interest	\$ 20,000	\$ 119,930	\$ 20,000	\$ 75,000	
Miscellaneous	\$ 102,609	\$ 155,109	\$ 277,609	\$ 277,609	
<b>Total Revenues</b>	<b>\$ 4,813,853</b>	<b>\$ 6,013,475</b>	<b>\$ 4,974,984</b>	<b>\$ 5,270,354</b>	
Expenditures	Approved Budget 18-19	Actual Rev./Exp. 18-19	Approved Budget 19-20	Requested Budget 20-21	
Current					
General Government	\$ 1,592,756	\$ 1,211,485	\$ 1,570,799	\$ 1,585,584	
Police & Fire	\$ 3,067,228	\$ 3,412,564	\$ 3,192,219	\$ 3,743,014	
Streets	\$ 302,537	\$ 394,139	\$ 471,440	\$ 282,763	
Museum	\$ 25,247	\$ 1,374	\$ 25,247	\$ 25,247	
Culture and recreation	\$ 478,658	\$ 550,744	\$ 397,252	\$ 343,387	
Economic Development	\$ 265,666	\$ 1,239,460	\$ 282,012	\$ 330,765	
Capital Outlay	\$ 743,000	\$ 1,026,118	\$ 743,000	\$ 685,000	
Debt Service					
Principal retirement	\$ 225,747	\$ 101,892	\$ 198,747	\$ 198,747	
Interest		\$ 5,846			
<b>Total Expenditures</b>	<b>\$ 6,700,840</b>	<b>\$ 7,943,622</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	
Revenues Under Expenditures	\$ (1,886,987)	\$ (1,930,147)	\$ (1,905,732)	\$ (1,924,153)	
<b>Other Financing Sources</b>					
Proceeds from capital leases *		\$ -			
Issuance of Long term Debt		\$ -			
Proceeds from sale of capital assets		\$ -			
Operating transfers in					
Overhead allocation transfer	\$ 671,431	\$ 671,431	\$ 650,257	\$ 639,792	
Contributions transfer	\$ 1,215,556	\$ 1,215,556	\$ 1,255,475	\$ 1,284,361	
Operating transfers out		\$ -			
<b>Total Other Financing Sources and Uses</b>	<b>\$ 1,886,987</b>	<b>\$ 1,886,987</b>	<b>\$ 1,905,732</b>	<b>\$ 1,924,153</b>	
Net Change in Fund Balance	\$ 0	\$ (43,160)	\$ 0	\$ 0	
Fund Balance - Beginning of Year		\$ 9,457,356			
Fund Balance - End of Year		<u>\$ 9,414,196</u>			

Utility Fund Balance		FY 20/21			
FY Ending June 30,					
Revenues	Approved Budget 18-19	Actual Rev./Exp. 18-19	Approved Budget 19-20	Requested Budget 20-21	
Utility Sales	\$ 22,882,635	\$ 21,401,832	\$ 23,545,012	\$ 23,683,926	
Interdepartmental utility sales	\$ -	\$ 303,845	\$ -	\$ -	
Hookup fees	\$ 43,100	\$ 41,035	\$ 43,100	\$ 53,100	
Penalties	\$ 295,000	\$ 238,328	\$ 295,000	\$ 295,000	
Miscellaneous	\$ 74,600	\$ 131,565	\$ 74,600	\$ 132,506	
<b>Total Operating Revenues</b>	<b>\$ 23,295,334</b>	<b>\$ 22,116,605</b>	<b>\$ 23,957,712</b>	<b>\$ 24,164,532</b>	
Expenditures	Approved Budget 18-19	Actual Rev./Exp. 18-19	Approved Budget 19-20	Requested Budget 20-21	
Public works administration department	\$ 1,211,472	\$ 649,288	\$ 1,353,620	\$ 1,478,063	
Sanitation department	\$ 337,202	\$ 403,062	\$ 513,226	\$ 592,302	
IT department	\$ 503,440	\$ 385,467	\$ 671,555	\$ 632,521	
Utility billing department	\$ 696,116	\$ 668,602	\$ 490,924	\$ 540,763	
Electric distribution department	\$ 13,318,674	\$ 11,988,236	\$ 13,417,540	\$ 12,619,202	
Right of Way Maintenance	\$ 481,519	\$ 322,813	\$ 561,507	\$ 707,590	
Sanitary sewer department	\$ 1,761,411	\$ 2,262,938	\$ 1,945,601	\$ 2,244,481	
Water distribution department	\$ 990,483	\$ 825,139	\$ 980,419	\$ 1,580,438	
Water plant department	\$ 1,756,326	\$ 1,162,044	\$ 1,822,857	\$ 1,502,182	
Storm sewer department	\$ 11,600	\$ 83,036	\$ 40,600	\$ 40,600	
Maintenance department	\$ 233,686	\$ 132,806	\$ 153,049	\$ 157,808	
Risk management department	\$ 106,420	\$ 103,173	\$ 133,931	\$ 168,865	
Depreciation		\$ 1,277,081			
<b>Total Operating Expenses</b>	<b>\$ 21,408,349</b>	<b>\$ 20,263,685</b>	<b>\$ 22,084,828</b>	<b>\$ 22,264,815</b>	
<b>Operating Income</b>	<b>\$ 1,886,985</b>	<b>\$ 1,852,920</b>	<b>\$ 1,872,884</b>	<b>\$ 1,899,717</b>	
<b>Nonoperating Revenues (Expenses)</b>					
Interest revenue		\$ 115,740			
Interest expense		\$ (197,391)			
Bond issue cost amortization		\$ -			
<b>Total Nonoperating Revenues (Expenses)</b>		<b>\$ (81,651)</b>			
<b>Income Before Transfers</b>	<b>\$ 1,886,985</b>	<b>\$ 1,771,269</b>	<b>\$ 1,872,884</b>	<b>\$ 1,899,717</b>	
Capital Contributions-federal grants/state funds		\$ 282,742			
<b>Transfers to Other Funds</b>	<b>\$ (1,886,986)</b>	<b>\$ (1,365,555)</b>	<b>(1,872,884)</b>	<b>1,899,717</b>	
<b>Net Income</b>	<b>\$ 0</b>	<b>\$ 688,456</b>	<b>\$ (0)</b>	<b>\$ 0</b>	
Prior Period Adjustment		\$ -			
<b>Net Assets - Beginning of Year</b>	<b>\$ 10,523,581</b>	<b>\$ 10,523,581</b>	<b>\$ 11,212,037</b>	<b>\$ 11,212,037</b>	
<b>Net Assets - End of Year</b>	<b>\$ 10,523,581</b>	<b>\$ 11,212,037</b>	<b>\$ 11,212,037</b>	<b>\$ 11,212,037</b>	

# PERSONNEL AUTHORIZATIONS

## SUMMARY

The City of Clinton has had a .3% decrease in full-time equivalent positions since 2000. The employee to citizen ratio is 13.66 employees to every 1,000 citizens.

Every position is carefully reviewed to make sure that it falls both within the financial restrictions of the organization and also within the overall goals and objectives of the community. The number of employees remained the same but employees were reallocated.

## Personnel Overview - FTE Only

	2014-2015 Approved	2015-2016 Approved	2016-2017 Approved	2017-2018 Approved	2018-2019 Approved	2019-2020 Approved	2020-2021 Proposed
Mayor & City Council	0	0	0	0	0	0	0
City Administration	3	3	3	3	3	4	3
Economic Development	1	2	2	2	2	2	1
Municipal Court	1	1	1	1	1	1	1
Legal Services	0	0	0	0	0	0	0
Finance	3	3	3	3	3	3	3
Police	40	42	42	42	42	32	34
Fire					0	14	14
Streets	4	3	3	3	4	5	3
Parks/Recreation/Library/Ceme	2	1	1	1	3	1	1
Museum	0	0	0	0	0	0	0
Planning & Inspections	2	2	2	2	2	3	3
<b>General Fund</b>	<b>56</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>60</b>	<b>65</b>	<b>63</b>
	Approved	Approved	Approved	Proposed	Proposed	Proposed	Proposed
Public Works Administration	2	2	2	2	2	3	3
Utility Billing	9	9	9	9	10	6	6
Sanitation	6	7	7	7	0	6	5
IT	1	1	2	2	3	3	3
Electric Distribution	9	8	8	8	8	8	8
Maintenance / Right of Way	0	4	4	4	5	5	8
Sanitary Sewer	5	4	4	4	6	5	5
Storm Sewer	2	0	0	0	0	0	0
Water Distribution	3	5	5	5	6	6	6
Water Filtration	7	7	7	7	7	7	7
Maintenance	1	1	1	1	2	2	2
Risk Management	1	1	1	1	1	2	2
<b>Utility Fund</b>	<b>46</b>	<b>49</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>53</b>	<b>55</b>
<b>Total Organization</b>	<b>102</b>	<b>106</b>	<b>107</b>	<b>107</b>	<b>110</b>	<b>118</b>	<b>118</b>



# City of Clinton Annual Budget

Fiscal Year  
2020-2021



CLINTON  
*South Carolina*



CLINTON  
*South Carolina*



## GENERAL FUND

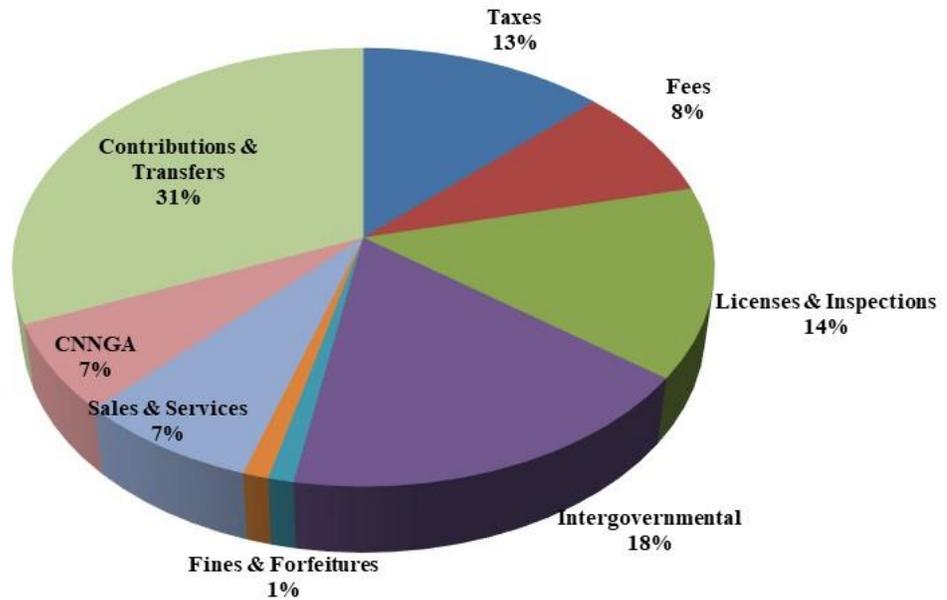


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# GENERAL FUND SUMMARY

## GENERAL FUND REVENUE SUMMARY

### General Fund Revenue



### General Fund Revenue FY 20/21

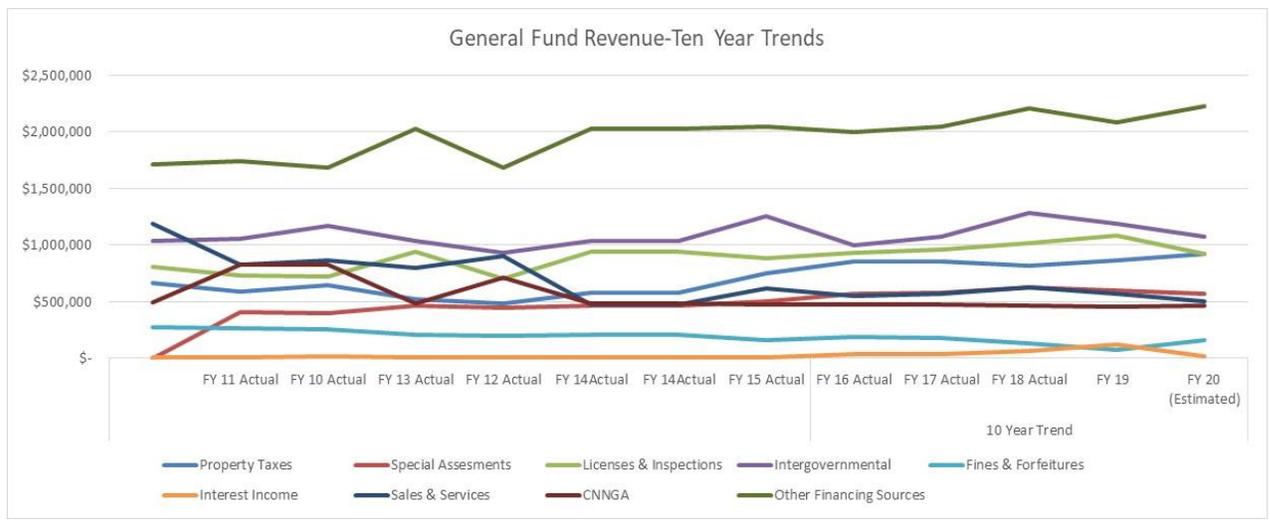
Taxes	\$ 926,415
Fees	\$ 600,000
Licenses & Inspections	\$ 1,011,000
Intergovernmental	\$ 1,260,000
Fines & Forfeitures	\$ 74,370
Interest	\$ 75,000
Sales & Services	\$ 533,569
CNGA	\$ 465,000
Contributions & Transfers	\$ 2,249,153
<b>General Fund Revenue</b>	<b>\$ 7,194,507</b>

## GENERAL FUND REVENUE DETAIL

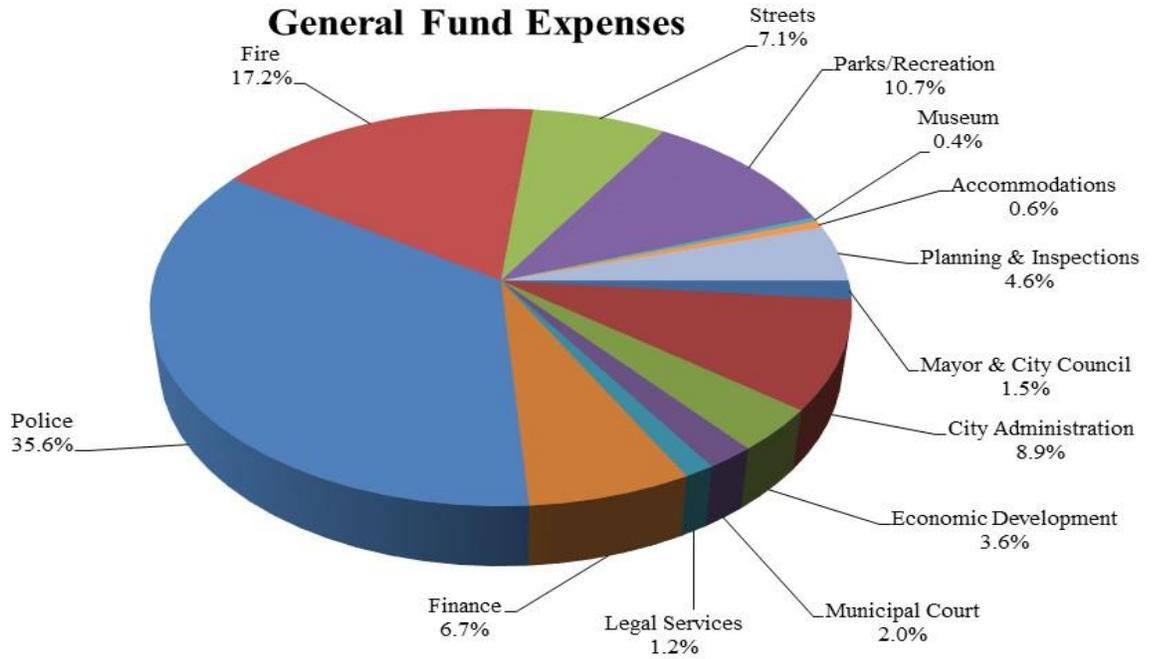
General Fund Revenue							FY 20/21
	2017-2018 Approved Budget	2017-2018 Actual Revenue	2018-2019 Approved Budget	2018-2019 Actual Revenue	2019-2020 Approved Budget	2020-2021 Requested Budget	Difference From Previous Year
Current Property Tax	\$ 721,037	\$ 663,893	\$ 740,000	\$ 708,733	\$ 758,000	\$ 758,000	\$ -
Vehicle Tax	\$ 100,000	\$ 105,909	\$ 110,000	\$ 109,097	\$ 115,806	\$ 115,806	\$ -
Public Works Fees	\$ 52,609	\$ 52,000	\$ 52,609	\$ 52,609	\$ 52,609	\$ 52,609	\$ -
<b>Total Property Taxes</b>	<b>\$ 873,646</b>	<b>\$ 821,802</b>	<b>\$ 902,609</b>	<b>\$ 870,439</b>	<b>\$ 926,415</b>	<b>\$ 926,415</b>	<b>\$ -</b>
Local Hospitality	\$ 400,000	\$ 447,125	\$ 420,000	\$ 455,940	\$ 425,000	\$ 450,000	\$ 25,000
Local Accommodations	\$ 100,000	\$ 185,405	\$ 110,000	\$ 146,897	\$ 150,000	\$ 150,000	\$ -
<b>Total Special Assessments</b>	<b>\$ 500,000</b>	<b>\$ 632,530</b>	<b>\$ 530,000</b>	<b>\$ 602,837</b>	<b>\$ 575,000</b>	<b>\$ 600,000</b>	<b>\$ 25,000</b>
Business License	\$ 750,000	\$ 830,480	\$ 790,000	\$ 947,032	\$ 800,000	\$ 885,000	\$ 85,000
Franchise Fees	\$ 76,000	\$ 78,761	\$ 76,000	\$ 81,329	\$ 76,000	\$ 76,000	\$ -
Permits & Inspections	\$ 30,000	\$ 106,854	\$ 30,000	\$ 53,553	\$ 50,000	\$ 50,000	\$ -
<b>Total Licenses &amp; Inspections</b>	<b>\$ 856,000</b>	<b>\$ 1,016,095</b>	<b>\$ 896,000</b>	<b>\$ 1,081,914</b>	<b>\$ 926,000</b>	<b>\$ 1,011,000</b>	<b>\$ 85,000</b>
State Shared Revenue	\$ 180,000	\$ 191,765	\$ 190,000	\$ 191,738	\$ 190,000	\$ 200,000	\$ 10,000
LOST	\$ 675,000	\$ 744,156	\$ 700,000	\$ 778,037	\$ 700,000	\$ 750,000	\$ 50,000
PMPA Grant	\$ 28,000	\$ 24,035	\$ 28,000	\$ -	\$ 28,000	\$ 28,000	\$ -
State Accommodations	\$ 75,000	\$ 84,485	\$ 75,000	\$ 134,257	\$ 75,000	\$ 75,000	\$ -
Law Enforcement Grants	\$ -	\$ 1,887	\$ -	\$ 56,617	\$ 52,000	\$ 180,000	\$ 128,000
Other Grants-EDC related	\$ -	\$ 236,806	\$ -	\$ -	\$ -	\$ -	\$ -
PARD Grants	\$ -	\$ -	\$ 20,000	\$ 33,804	\$ 27,000	\$ 27,000	\$ -
<b>Total Intergovernmental</b>	<b>\$ 958,000</b>	<b>\$ 1,283,134</b>	<b>\$ 1,013,000</b>	<b>\$ 1,194,453</b>	<b>\$ 1,072,000</b>	<b>\$ 1,260,000</b>	<b>\$ 188,000</b>
Fines & Forfeitures	\$ 150,000	\$ 123,316	\$ 150,000	\$ 66,429	\$ 150,000	\$ 67,000	\$ (83,000)
Fees & Assessments	\$ 12,000	\$ 9,604	\$ 12,000	\$ 6,105	\$ 12,000	\$ 7,370	\$ (4,630)
<b>Total Fines &amp; Forfeitures</b>	<b>\$ 162,000</b>	<b>\$ 132,920</b>	<b>\$ 162,000</b>	<b>\$ 72,534</b>	<b>\$ 162,000</b>	<b>\$ 74,370</b>	<b>\$ (87,630)</b>
<b>Interest Income</b>	<b>\$ 15,000</b>	<b>\$ 61,761</b>	<b>\$ 20,000</b>	<b>\$ 119,525</b>	<b>\$ 20,000</b>	<b>\$ 75,000</b>	<b>\$ 55,000</b>
County Fire Contract	\$ 279,744	\$ 293,068	\$ 279,744	\$ 293,068	\$ 293,069	\$ 293,069	\$ -
Sale of Cemetery Lots	\$ 500	\$ 1,400	\$ 500	\$ 2,600	\$ 500	\$ 500	\$ -
Sale of Equipment	\$ 5,000	\$ 3,000	\$ 40,000	\$ 30,680	\$ 40,000	\$ 40,000	\$ -
CSX ROW Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Income	\$ 55,000	\$ 53,751	\$ 55,000	\$ 41,445	\$ 55,000	\$ 55,000	\$ -
Misc	\$ 50,000	\$ 211,423	\$ 50,000	\$ 135,173	\$ 50,000	\$ 50,000	\$ -
SRO Program	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 90,000	\$ 30,000
Fire Service Fee	\$ 5,000	\$ 6,827	\$ 5,000	\$ 5,228	\$ 5,000	\$ 5,000	\$ -
<b>Total Sales &amp; Services</b>	<b>\$ 455,244</b>	<b>\$ 629,469</b>	<b>\$ 490,244</b>	<b>\$ 568,194</b>	<b>\$ 503,569</b>	<b>\$ 533,569</b>	<b>\$ 30,000</b>
CNNGA Contributions	\$ 475,000	\$ 463,186	\$ 475,000	\$ 460,825	\$ 465,000	\$ 465,000	\$ -
CNNGA Sponsorship	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CNNGA Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total CNNGA</b>	<b>\$ 480,000</b>	<b>\$ 463,186</b>	<b>\$ 475,000</b>	<b>\$ 460,825</b>	<b>\$ 465,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>
Contributions - Utility	\$ 1,459,688	\$ 1,459,688	\$ 1,215,556	\$ 1,215,555	\$ 1,255,475	\$ 1,284,361	\$ 28,886
Contributions - ED	\$ 150,000	\$ 112,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ -
Overhead Allocation - Sanitation	\$ 93,922	\$ 93,922	\$ -	\$ -	\$ 11,208	\$ 12,174	\$ 966
Overhead Allocation PW	\$ 449,792	\$ 449,791	\$ 671,431	\$ 671,431	\$ 639,049	\$ 627,618	\$ (11,431)
CEDC Payment	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ -
Other/LCTC Paving Grant	\$ 165,218	\$ 91,217	\$ 100,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ -
<b>Total Other Financing</b>	<b>\$ 2,393,620</b>	<b>\$ 2,207,118</b>	<b>\$ 2,211,987</b>	<b>\$ 2,086,986</b>	<b>\$ 2,230,732</b>	<b>\$ 2,249,153</b>	<b>\$ 18,421</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 6,693,510</b>	<b>\$ 7,248,015</b>	<b>\$ 6,700,840</b>	<b>\$ 7,057,707</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	<b>\$ 313,791</b>

## GENERAL FUND REVENUE TRENDS

General Fund Revenue							FY 20/21
	2017-2018 Approved Budget	2017-2018 Actual Revenue	2018-2019 Approved Budget	2018-2019 Actual Revenue	2019-2020 Approved Budget	2020-2021 Requested Budget	Difference From Previous Year
Property Taxes	\$ 873,646	\$ 821,802	\$ 902,609	\$ 870,439	\$ 926,415	\$ 926,415	\$ -
Special Assesments	\$ 500,000	\$ 632,530	\$ 530,000	\$ 602,837	\$ 575,000	\$ 600,000	\$ 25,000
Licenses & Inspections	\$ 856,000	\$ 1,016,095	\$ 896,000	\$ 1,081,914	\$ 926,000	\$ 1,011,000	\$ 85,000
Intergovernmental	\$ 958,000	\$ 1,283,134	\$ 1,013,000	\$ 1,194,453	\$ 1,072,000	\$ 1,260,000	\$ 188,000
Fines & Forfeitures	\$ 162,000	\$ 132,920	\$ 162,000	\$ 72,534	\$ 162,000	\$ 74,370	\$ (87,630)
Interest Income	\$ 15,000	\$ 61,761	\$ 20,000	\$ 119,525	\$ 20,000	\$ 75,000	\$ 55,000
Sales & Services	\$ 455,244	\$ 629,469	\$ 490,244	\$ 568,194	\$ 503,569	\$ 533,569	\$ 30,000
CNNGA	\$ 480,000	\$ 463,186	\$ 475,000	\$ 460,825	\$ 465,000	\$ 465,000	\$ -
Other Financing Sources	\$ 2,393,620	\$ 2,207,118	\$ 2,211,987	\$ 2,086,986	\$ 2,230,732	\$ 2,249,153	\$ 18,421
<b>TOTAL GENERAL FUND</b>	<b>\$ 6,693,510</b>	<b>\$ 7,248,015</b>	<b>\$ 6,700,840</b>	<b>\$ 7,057,707</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	<b>\$ 313,791</b>



**GENERAL FUND EXPENDITURE SUMMARY**



**General Fund Expenses FY 20/21**

Mayor & City Council	\$ 109,889
City Administration	\$ 641,617
Economic Development	\$ 256,494
Municipal Court	\$ 141,516
Legal Services	\$ 88,000
Finance	\$ 480,175
Police	\$ 2,559,688
Fire	\$ 1,239,116
Streets	\$ 507,763
Parks/Recreation	\$ 773,387
Museum	\$ 25,247
Accommodations	\$ 40,850
Planning & Inspections	\$ 330,765
<b>Total Expenditures</b>	<b>\$ 7,194,507</b>

## GENERAL FUND EXPENSES DETAIL

General Fund Expenses										FY 20/21
	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference	
Mayor & City Council	\$ 104,629	\$ 50,096	\$ 96,261	\$ 127,625	\$ 113,566	\$ 108,649	\$ 109,889	\$ 1,240	1%	
City Administration	1,307,597	247,047	485,070	926,921	587,692	583,615	641,617	58,002	10%	
Economic Development	272,677	114,572	237,399	332,511	258,176	248,941	256,494	7,553	3%	
Municipal Court	139,709	58,923	118,346	169,625	169,451	170,457	141,516	(28,941)	-17%	
Legal Services	42,310	39,004	78,008	54,500	60,000	60,000	88,000	28,000	47%	
Finance	457,829	253,996	497,598	515,579	505,973	501,244	480,175	(21,069)	-4%	
Police	2,514,007	1,131,881	2,406,882	2,194,217	2,306,684	2,247,493	2,559,688	\$312,195	14%	
Fire	1,063,241	485,226	1,023,036	924,514	966,334	1,150,516	1,239,116	\$88,600	8%	
Streets	481,847	239,280	530,882	328,953	489,537	631,440	507,763	(123,678)	-20%	
Parks/Recreation/Library/Cem	510,928	211,383	827,393	789,091	911,658	830,252	773,387	(56,865)	-7%	
Museum	1,373	-	-	43,833	25,247	25,247	25,247	-	0%	
Planning & Inspections	270,365	178,633	307,598	245,292	265,666	282,012	330,765	48,753	17%	
Accommodations	59,520	-	70,000	40,850	40,850	40,850	40,850	-	0%	
<b>TOTAL</b>	<b>\$ 7,226,033</b>	<b>\$ 3,010,041</b>	<b>\$ 6,678,473</b>	<b>\$ 6,693,510</b>	<b>\$ 6,700,834</b>	<b>\$ 6,880,716</b>	<b>\$ 7,194,507</b>	<b>\$ 313,791</b>	<b>5%</b>	

## GENERAL FUND EXPENSES BY CATEGORY

General Fund Expenses						FY 20/21
	Salaries & Wages	Operating Expenditures	Capital	Debt	Total	
Mayor & City Council	\$ 71,679	\$ 38,210	\$ -	\$ -	\$ 109,889	
City Administration	\$ 299,767	\$ 136,850	\$ -	\$ 205,000	\$ 641,617	
Economic Development	\$ 111,044	\$ 145,450	\$ -	\$ -	\$ 256,494	
Municipal Court	\$ 85,816	\$ 55,700	\$ -	\$ -	\$ 141,516	
Legal Services	\$ -	\$ 88,000	\$ -	\$ -	\$ 88,000	
Finance	\$ 247,675	\$ 232,500	\$ -	\$ -	\$ 480,175	
Police	\$ 2,138,062	\$ 328,626	\$ 65,000	\$ 28,000	\$ 2,559,688	
Fire	\$ 978,100	\$ 167,226	\$ -	\$ 93,790	\$ 1,239,116	
Streets	\$ 183,903	\$ 84,600	\$ 225,000	\$ 14,260	\$ 507,763	
Parks/Recreation/Library/Cemetery	\$ 57,762	\$ 285,625	\$ 430,000	\$ -	\$ 773,387	
Museum	\$ 15,772	\$ 9,475	\$ -	\$ -	\$ 25,247	
Planning & Inspections	\$ 207,515	\$ 93,250	\$ 30,000	\$ -	\$ 330,765	
Accommodations	\$ -	\$ 40,850	\$ -	\$ -	\$ 40,850	
<b>TOTAL</b>	<b>\$ 4,397,095</b>	<b>\$ 1,706,362</b>	<b>\$ 750,000</b>	<b>\$ 341,050</b>	<b>\$ 7,194,507</b>	
<b>Percentages</b>	<b>61%</b>	<b>24%</b>	<b>10%</b>	<b>5%</b>	<b>100%</b>	

# GENERAL FUND REVENUE DETAIL

## PROPERTY & VEHICLE TAXES

Taxes levied on all residential, commercial, and personal property in the City of Clinton. The tax levy on a particular piece of property is determined by three factors:

Market Value is determined by the Laurens County Assessor's Office using a variety of factors such as size, condition, location, and recent selling prices of comparable properties.

Assessment Ratio is a percentage which is multiplied by the appraised market value of a property to determine the assessed value. Owner-occupied residences are assessed at 4%. Commercial properties are generally assessed at 6% and personal property at 10%.

Millage is a term used to describe the rate of taxes levied. A mil is calculated at one dollar per one thousand dollars of assessed value:

$$(\$1 \text{ of tax}) / (\$1,000 \text{ assessed value}) = .001 = 1 \text{ mil}$$

For property taxes to be fair and uniform, property values need to be updated to reflect market values for every property. State law requires reassessment every five years. The current City millage is 112.4 mils. This budget suggests a 112.4 millage. The City of Clinton has adopted a local option sales tax which is partially to provide property tax relief. The sales tax fluctuates each year and 71% of collections are credited back to the property owner to reduce their property taxes.

*Example: Calculation of City tax on a \$100,000 owner-occupied residence, using current City millage. Please note that this total tax bill is reduced by Local Option Sales Tax as discussed in item B under Intergovernmental Funds.*

*The example below is for illustration purposes only:  
(Market Value x Assessment Ratio x Millage Rate) – Local Options Sales Tax Credit = Tax Owed*

	<b>Market Value</b>	<b>\$ 100,000</b>
<b>X</b>	Assessment Ratio	4%
=	Assessed Value	\$ 4,000
<b>X</b>	Millage Rate	0.112.4
=	Subtotal	\$ 450
-	Local Option Sales Tax Credit	\$ 290
=	<b>Property Tax</b>	<b>\$160</b>

## PUBLIC WORKS FEE

The City of Clinton also charges a public works fee assessed at \$20.00 per parcel on all real estate parcels within the city. The revenue from this fee supports capital equipment replacement in the streets division.

## LOCAL HOSPITALITY & ACCOMMODATIONS FEES

The City of Clinton collects 2% on all prepared foods and beverages and 3% on all accommodations provided inside the City of Clinton.

## LICENSES & INSPECTION FEES

Business Licenses - The City of Clinton collects business license fees from all businesses operating inside the City of Clinton. Business License rates are adopted by the Mayor and City Council and are available in the Clerk/Treasurer's Office.

Franchise Fees - Clinton collects 5% of gross proceeds from companies like Charter Communications for operations inside the City of Clinton.

Permits & Inspections – In accordance with the International Building Code, Clinton has established permit and inspection fees:

Inspection Fees	Amount
<b>Administrative Fee (No Inspection Required)</b>	\$10.00
<b>Residential Inspection</b>	\$25.00
<b>Commercial / Industrial Inspection</b>	\$50.00

### Building Permit Fees:

Construction / Renovation Cost Range	Base Fee	Additional Fee Per Thousand	Notes
<b>\$100.00 to \$1,000.00</b>	\$17.25	\$0.00	
<b>\$1,000.01 to \$50,000.00</b>	\$17.25	\$5.75	
<b>\$50,000.01 to \$100,000.00</b>	\$299.00	\$4.60	A
<b>\$100,000.01 to \$500,000.00</b>	\$529.00	\$3.45	B
<b>\$500,000.01 to Maximum</b>	\$1,909.00	\$2.30	C

### Notes:

- A Base fee of \$299.00 for the first \$50,000 plus \$4.60 for each additional thousand or fraction thereof.  
 B Base fee of \$529.00 for the first \$100,000 plus \$3.45 for each additional thousand or fraction thereof.  
 C Base fee of \$529.00 for the first \$500,000 plus \$2.30 for each additional thousand or fraction thereof.

## INTERGOVERNMENTAL

State Shared Revenue – These funds are based on both the State's total budget for the previous year as well as the City's population. Funds are distributed quarterly.

Local Option Sales Tax – Laurens County, which includes the City, adopted a local option sales tax in 1999 to offset the citizens' property taxes. The tax is 1%, and the revenue received is a reduction to the property tax bill received by citizens.

PMPA Economic Development Grant – Piedmont Municipal Power Agency allocates a small grant for each member city to use for economic development purposes.

State Accommodations Tax – The State of South Carolina imposes a 1% accommodations tax on all transient accommodations throughout the State. These funds are distributed back to the City and/or County from where they were collected. If a municipality or county collects more than \$50,000 per year, a specific formula must be followed in regard to dispersing these funds to the governing body and other tourism-related organizations.

## FINES & FORFEITURES

The City of Clinton Municipal Court may assess fines and penalties for violations of municipal ordinances and traffic violations.

## SALES & SERVICES

County Fire Contract – Laurens County contracts with the City of Clinton for fire protection outside the corporate limits of Clinton.

Sale of Cemetery Lots – The City of Clinton owns, maintains, and sells burial plots to individuals in Rosemont Cemetery.

# of Plots Purchased	City Resident	Non-Resident
1	\$ 400.00	\$ 700.00
2	\$ 700.00	\$ 1,200.00
3	\$ 950.00	\$ 1,600.00
4	\$ 1,150.00	\$ 1,900.00
5	\$ 1,355.00	\$ 2,200.00
6	\$ 1,550.00	\$ 2,500.00
<b>Add \$200 for each additional grave after 6.</b>		

Sale of Equipment – The City of Clinton occasionally sales surplus equipment to the general public. Sales are conducted by public auction.

CSX Right-of-Way Maintenance – The City of Clinton provides ROW maintenance on CSX railways throughout the City in order to maintain the appearance of Clinton thoroughfares.

Rental Income – The City of Clinton leases portions of its property to various organizations. A current lease exists with Laurens County School District 56.

Miscellaneous Revenue – Revenue not normally budgeted is accounted for in this line-item.

## CLINTON NEWBERRY NATURAL GAS AUTHORITY

CNNGA Contributions – The Clinton Newberry Natural Gas Authority was formed by the Cities of Clinton and Newberry to serve natural gas to citizens and customers in Laurens and Newberry Counties. The Mayors and two members of each City Council, plus one at-large member, serve as the Board of Directors of the CNNGA. Surplus revenues are allocated, per formula, to each of the cities for use in their general operations.

## OTHER FINANCING SOURCES

Utility System Contributions – The Utility System contributes approximately 8% of their revenue to the General Fund for operational support. A history of this transfer is shown in the table below. The City has made a concerted effort to gradually reduce the utility system contribution. For this fiscal year, the Finance office followed guidelines and policies set forth by Bond Ordinance and calculated the transfer based on the Assets and revenues of the Utility fund, as if it was a private entity; thereby, the contribution will be increased by almost \$26,886, or approximately 2%.

UTILITY	FY 12-13 Adopted Budget	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	FY 15-16 Adopted Budget	FY 16-17 Adopted Budget	FY 17-18 Adopted Budget	FY 18-19 Adopted Budget	FY 19-20 Adopted Budget	FY 20-21 Requested Budget
Electric	\$1,266,285	\$1,271,784	\$1,271,784	\$1,239,521	\$1,212,784	\$1,079,567	\$ 872,615	\$ 892,882	\$ 891,254
Water	\$ 196,018	\$ 142,367	\$ 142,367	\$ 142,367	\$ 142,367	\$ 215,966	\$ 202,552	\$ 200,330	\$ 150,794
Sewer	\$ 145,897	\$ 168,112	\$ 168,112	\$ 168,112	\$ 168,112	\$ 164,155	\$ 140,389	\$ 140,623	\$ 215,875
Sanitation								\$ 21,640	\$ 24,438
Total	\$1,608,200	\$1,582,263	\$1,582,263	\$1,550,000	\$1,523,263	\$1,459,688	\$1,215,556	\$1,255,475	\$1,282,361

Economic Development Contribution – The Utility System contributes toward the Economic Development of the City by paying a portion of liabilities incurred by the General Fund for the overall growth of the City which, in turn, generates more utility revenue.

Overhead Contributions – The Utility System transfers funds to the General Fund for work that Council, Administration, Finance, and Legal Services Divisions perform for the Utility System.

Museum Reimbursement – The Museum Commission reimburses the City for a portion of a part-time staff member. Museum funds are generated through its annual fundraising campaign.

# MAYOR AND COUNCIL

## MAYOR AND COUNCIL

### MISSION

The mission of the Mayor and City Council is to serve the citizens of Clinton as the governing body of the City, responsible for formulating and enacting public policy which provides for the growth and development of the community and directs the government to provide services which meet the needs of the citizens and enhances the quality of life.

### GOALS AND OBJECTIVES

To set the vision and provide policy direction for the City of Clinton and to provide support to the City staff charged under state law with enacting that vision and with implementing approved policy.

### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	0	0	0	0	0	0	0	0
Part - Time	7	7	7	7	7	7	7	0
Total	7	7	7	7	7	7	7	0

### BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 56,931	\$ 31,094	\$ 62,188	\$ 65,025	\$ 69,016	\$ 70,439	\$ 71,679	\$ 1,240	2%
Operating Expenditures	47,698	19,002	34,073	62,600	44,550	38,210	38,210	-	0%
Capital Outlay Request	-	-	-	-	-	-	-	-	0%
<b>TOTAL</b>	<b>\$ 104,629</b>	<b>\$ 50,096</b>	<b>\$ 96,261</b>	<b>\$ 127,625</b>	<b>\$ 113,566</b>	<b>\$ 108,649</b>	<b>\$ 109,889</b>	<b>\$ 1,240</b>	<b>1%</b>

The 2020-2021 Mayor and City Council budget has a \$1,240 increase from the approved 2019-2020 budget due to the anticipated increase in benefits obtained through the state.

### CAPITAL REQUESTS

There are no capital requests in the 2020-2021 Mayor and City Council budget.

### DEBT SERVICE

There is no debt service included in the 2020-2021 Mayor and City Council budget.



# OCM: CITY ADMINISTRATION

## OFFICE OF CITY MANAGER: CITY ADMINISTRATION

### MISSION

The Administration Department's mission is to provide leadership and direction in the administration and execution of all policies set by City Council and supervise City departments to ensure low-cost, high-quality community services.

### SIGNIFICANT ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Completed Water and Sewer Lines on South Broad Street</li> <li>City Staff continued to work towards completing strategies outlined the Sewer Corrective Action Plan to improve sewer condition.</li> <li>Completed repairing and replacing the Sunset Drive water line.</li> <li>City Staff replaced utility poles and installing trip savers to reduce the impact of system blinks.</li> <li>City staff continued to reclaim Right of Way.</li> <li>Installed control valve at critical junctions on the water system.</li> <li>Funded small scale sidewalk repair and street repaving with the assistance of Laurens County Transportation Committee.</li> <li>Completed Technology Way extension to I-26 Corporate Park.</li> </ul>
Grow the Economy	<ul style="list-style-type: none"> <li>Enhance the entrance to the City at Exit 54 by additions of Sign and Landscaping.</li> <li>Started the construction of 60,000 Ft. speculative building road at the I-26 Commerce Park and completed by end of May, 2019.</li> <li>Supported countywide workforce development efforts through the Laurens County Development Corporation and the Laurens County Chamber of Commerce</li> <li>Completed a video with the assistance of grants from the private sector.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Continued to host events downtown with the assistance and volunteers from the Clinton Main Street corridor. .</li> <li>Able to add a new festival with cooperation of Presbyterian College and Greenville Hospital System.</li> <li>Kept ISO rating to a 2.</li> </ul>
Achieve Fiscal Stability	<ul style="list-style-type: none"> <li>Continued to set aside funds from the PMPA savings in a separate fund to offset anticipated increased costs in the future.</li> <li>Continued to implement the MUNIS operating system.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>Received Brownsfield grant to help clear blight.</li> <li>Continued to identify opportunities to improve the police and fire facility on North Broad Street.</li> </ul>

### PRIMARY GOALS AND OBJECTIVES FOR FY 2020

Primary Objectives	<p><b>MAKE CLINTON COMPETITIVE:</b> As part of a concerted effort to foster economic growth and success in our community, the city needs to improve its competitiveness in the realm of traditional economic development by improving economic development product, increasing marketing, and supporting workforce development efforts. To that end, this budget contains funding to support the following priorities:</p> <ul style="list-style-type: none"> <li>Marketing the 2<sup>nd</sup> Speculative Building at I26 Commerce Park.</li> </ul>
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- Supporting countywide workforce development efforts through the Laurens County Development Corporation and the Laurens County Chamber of Commerce.
- Working with economic development partners to market the city for future economic development opportunities.

**INCREASE SERVICE FISCAL SUSTAINABILITY:** The City of Clinton has relied for many years of several single stream revenue sources to generate a profit that allows for other services to be provided to citizens below cost. By transitioning towards a model in which city services are as self-sustaining as possible, the city can improve its fiscal condition and accurately communicate to the public the cost of certain city services without unfairly overcharging for some services and undercharging for others. During FY 21, the city will continue to follow the recommendations from the full cost of service and rate planning effort for the electric, water, sanitary sewer, and sanitation operations.

**INCREASE FINANCIAL STABILITY:** The ability of Clinton to finance quality services, meet the demands of improving and growing our infrastructure, and provide a high quality of life for the community requires fiscal soundness and growing our revenue sources. We will adhere to sound business practices which obtain true value for dollars spent, diversify our revenue sources through identification of innovative revenue strategies, and implement financial policies which protect city resources.

**INVEST IN DOWNTOWN:** Clinton must become both a great place to do business and a great place to live, and that means focusing on supporting the development of a vibrant downtown core with an attractive built environment, a thriving business community, and special events that drive the public into our downtown to support shopping and entertainment venues. For FY 21, the City will:

- Continue to Support a Main Street Clinton program.
- Host of series of events designed to attract individuals to the downtown business core.
- Engage more volunteers and main street businesses in planning and organizing events.

**FOCUS ON INFRASTRUCTURE:** Without quality infrastructure, quality of life and potential for economic growth both suffer. During FY 21, the city will address several key infrastructure issues including:

- Putting full focus on completing the strategies outlined the Sewer Corrective Action Plan to improve sewer condition.
- Determining a long range future for raw water resources.
- Continue replacing utility poles and installing trip savers to reduce the impact of system blinks, plus autolinks to isolate outages
- Continuing to reclaim Right of Way.
- Fund small scale street repaving and sidewalk repair.
- Replace and repair sewer issues to combat Sewer I & I.

**IMPROVE COMMUNITY APPEARANCE, PROPERTY CONDITION, AND STABILIZE PROPERTY VALUES:** The City must stabilize property values and improve the image of the city by properly dealing with abandoned properties and code violations and

conducting community beautification efforts. This will be accomplished using multiple strategies.

- Developing an incentive package using existing state and federal resources to encourage redevelopment of dilapidated and abandoned properties first, and demolition second.
  - Investing in neighborhood improvements that have a proven track record, such as streetscaping, pocket parks, and other facilities.
  - Continue to Conduct the city wide blight inventory
  - Replace and/or repair city facilities.
  - Enhancing lighting along Willard Rd..
- OPERATING SYSTEM: The city will upgrade the TYLER / MUNIS operating systems to the latest proven version, 2019.1.

**IMPROVE CUSTOMER SERVICE.** Quality customer service must be a cornerstone of our operation, and the city proposes to continue to improve customer service based on the data gathered during 2014 customer service satisfaction survey by conducting a thorough policy and procedure review and making adjustments where needed, implementing the survey results based CPR (Courtesy, Professionalism, Respect) program, and enhancing customer service training for employees. The Citizen Self Service Portal that has been set up will need to be promoted which will also enhance customer service.

**IMPROVE UTILITY STABILITY THROUGH METERING TECHNOLOGY UPGRADES, DSM SYSTEM EXPANSION, AND UTILITY SUSTAINABILITY:** Fiscal year 21 is the seventh year of a multi-year implementation of new metering systems, and the work will continue through Fiscal Year 21 in order to improve the utility billing operation, improve customer services, and reduce operational costs associated with meter reading. In addition, the city, in partnership with Piedmont Municipal Power Agency, will expand the Demand Side Management program in order to assist customers in reducing utility costs will reducing the city's energy costs related to annual demand pricing, and the city will test a prepay metering system in 2021. In an effort to improve utility sustainability and reduce system consumption, the city will continue to replace streetlights with LED systems and explore installing solar systems on city facilities.

**COMMUNITY FACILITY DEVELOPMENT:** During Fiscal year 2021, the city will begin to construct new community recreational facilities, and complete the preplanning and engineering required to address longstanding issues in the facilities that house the Department of Public Works and the Departments of Police and Fire.

**PURSUE STANDARDS LEADING TO HIGHER ORGANIZATIONAL PERFORMANCE THROUGH BENCHMARKING AND STRATEGIC PLANNING:** Successful cities willingly put themselves through processes which require a thoughtful review of operating practices, policies, and long held assumptions by staff. Beginning in Fiscal Year 2015 and continuing over the next four years, the City of Clinton will work towards becoming a high performance and efficient organization in the eyes of regulatory agencies, citizens, and reviewing bodies by completing the following:

- Continue to achieve GFOA awards in the Finance Division.
- Pursue American Public Works Association Accreditation as an accredited public works and public utility organization.
- Continue to pursue Tree City and Arbor Day awards.
- Continue to receive awards through the APPA such as RP3.

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	2	2	2	3	3	3	3	0
Part - Time	0	0	0	0	0	0	0	0
Total	2	2	2	3	3	3	3	0

### Budgetary Analysis

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 211,110	\$ 119,709	\$ 239,418	\$ 285,805	\$ 262,885	\$ 269,308	\$ 299,767	\$ 30,459	11%
Operating Expenditures	258,377	42,818	128,632	419,459	176,850	166,350	136,850	(29,500)	-18%
Debt Service	52,020	52,020	52,020	221,657	147,957	147,957	205,000	57,043	39%
Capital Outlay Request	786,090	32,500	65,000	-	-	-	-	-	100%
<b>TOTAL</b>	<b>\$ 1,307,597</b>	<b>\$ 247,047</b>	<b>\$ 485,070</b>	<b>\$ 926,921</b>	<b>\$ 587,692</b>	<b>\$ 583,615</b>	<b>\$ 641,617</b>	<b>\$ 58,002</b>	<b>10%</b>

There were no significant changes in the Administration budget. The budget increased by \$58,002. The increase is mainly due to change in positions and an increase in debt service. The City is currently exploring different options for improvements to current buildings which will require some type of financing.

## DEBT SERVICE

The Administration Department's budget includes an annual debt service payment as described below:

- General Obligation Debt 2021 – estimated annual payment of \$180,000.

## CAPITAL FUNDING

No capital funding is requested in FY 21.

ADMINISTRATION 220410							FY 20/21			
							241342			
							#REF!			
	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference	
<b>Salaries &amp; Wages</b>										
50100 SALARIES	\$ 151,514	\$ 90,060	\$ 180,120	\$ 206,181	\$ 192,304	\$ 193,585	\$ 221,560	\$ 27,975	14.55%	
50110 SALARIES	4,715	1,360	2,720	1,000	1,000	2,000	2,000	-	0.00%	
50400 SOCIAL SECURITY	11,413	6,902	13,804	15,773	14,711	14,809	16,949	2,140	14.55%	
50500 SC RETIREMENT	21,604	13,789	27,578	28,094	25,922	28,184	34,451	6,267	24.18%	
50700 WORKMENS COMPENSATION	4,517	1,885	3,770	3,829	3,906	4,431	5,006	575	14.72%	
51741 GROUP HEALTH INS.	17,141	5,615	11,230	30,619	24,753	26,009	19,469	(6,540)	-26.42%	
51750 GROUP LIFE-SC RETIREMENT	206	98	196	309	288	290	332	42	14.55%	
<b>Total Wages</b>	<b>\$ 211,110</b>	<b>\$ 119,709</b>	<b>\$ 239,418</b>	<b>\$ 285,805</b>	<b>\$ 262,885</b>	<b>\$ 269,308</b>	<b>\$ 299,767</b>	<b>\$ 30,459</b>	<b>11.59%</b>	
<b>Operational Expenditure</b>										
52100 OFFICE SUPPLIES	\$ 2,323	\$ 1,361	\$ 2,722	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%	
52120 PRINTER LEASE	7,657	2,439	4,878	10,000	10,000	10,000	10,000	-	0%	
52125 PRINTING EXPENSE	124	274	548	500	500	500	500	-	0%	
52130 POSTAGE	354	153	306	2,000	2,000	500	500	-	0%	
52210 CLEANING SUPPLIES	2,203	917	1,834	-	-	1,000	1,000	-	0%	
52220 FUEL OIL LUBRICATION	30	241	482	1,500	-	-	-	-	0%	
52221 VEHICLE REPAIRS	-	215	430	250	-	-	-	-	0%	
52222 VEH TIRE PURCHASE/REPAIRS	-	-	-	250	-	-	-	-	0%	
52223 VEHICLE MAINTENANCE	915	216	432	250	-	-	-	-	0%	
RADIO MAINT	-	-	-	-	-	-	-	-	0%	
52720 BLDG & GROUND MAINT.	885	1,158	2,316	-	-	-	-	-	0%	
EQUIP MAINT. - SERVICE	-	-	-	-	-	-	-	-	0%	
53000 PROF SERVICE	174,005	15,685	31,370	-	-	-	-	-	0%	
53277 SOFTWARE MAINTENANCE	3,539	-	6,000	-	6,000	6,000	6,000	-	0%	
53225 PUBLIC ACCESS/Internet	5,275	875	1,750	9,600	9,600	9,600	9,600	-	0%	
53300 ADVERTISING LEGAL NOTICES	26,352	885	30,000	15,000	30,000	28,000	-	(28,000)	-100%	
53555 BOND INSURANCE	-	-	-	250	250	250	250	-	0%	
53623 UTILITIES PURCHASED	2,473	385	770	2,500	2,500	2,500	2,500	-	0%	
53630 POWER CONSUMED	2,518	987	1,974	10,000	10,000	2,000	2,000	-	0%	
53635 TELEPHONE	8,572	4,184	8,368	4,000	4,000	6,000	6,000	-	0%	
53782 State Accom Taxes	-	-	-	-	-	-	-	-	0%	
54015 ANNEXATIONS	-	-	-	-	-	-	-	-	0%	
CULTURAL	-	-	-	-	-	-	-	-	0%	
ED EXPENSES	-	-	-	-	-	-	-	-	0%	
54043 Car Allowance	6,000	3,000	6,000	-	6,000	6,000	6,000	-	0%	
54040 MEMBERSHIP DUES	3,609	1,300	4,000	4,000	6,000	6,000	4,500	(1,500)	-25%	
54041 PROFESSIONAL DEVELOPMENT	1,140	295	5,000	5,000	6,000	4,000	4,000	-	0%	
54042 TRAVEL	2,151	562	7,500	7,500	7,500	7,500	7,500	-	0%	
54046 SPECIAL EVENTS	2,981	2,210	6,000	4,000	6,000	6,000	6,000	-	0%	
54050 INCIDENTAL EXPENSE	1,771	2,976	5,952	7,500	7,500	7,500	7,500	-	0%	
54069 LAURENS COUNTY DEV CORP	1,000	-	-	-	-	-	-	-	0%	
55069 WEBSITE GRANT	-	-	-	1,000	1,000	1,000	1,000	-	0%	
SANITATION FUND TRANSFER	-	-	-	262,359	-	-	-	-	0%	
56055 GENERAL OBLIG BOARD	-	-	-	-	-	-	-	-	0%	
57071 LOCAL HOSP TAX TRANSFER	-	-	-	-	-	-	-	-	0%	
57072 LOCAL A-TAX TRANSFER	-	-	-	-	-	-	-	-	0%	
55073 GRANT EXPENSES	-	-	-	-	-	-	-	-	0%	
57250 DEPRECIATION FUN	-	2,500	5,000	-	-	-	-	-	0%	
<b>TOTAL</b>	<b>\$ 255,877</b>	<b>\$ 42,818</b>	<b>\$ 128,632</b>	<b>\$ 349,459</b>	<b>\$ 116,850</b>	<b>\$ 106,350</b>	<b>\$ 76,850</b>	<b>(29,500)</b>	<b>-28%</b>	
<b>Capital Expenditure</b>										
55023 CAPITAL OUTLAY	-	-	-	-	-	-	\$ -	\$ -	0%	
55044 CAPOUT FAC	721,090	-	-	-	-	-	-	-	0%	
56030 PURCHASE LAND-VANCE TRUST	-	-	-	165,218	-	-	-	-	0%	
56055 GENERAL OBLIG BOND 2010	52,020	52,020	52,020	51,439	52,020	52,020	-	(52,020)	-100%	
Capital Lease Program 20-21	-	-	-	-	90,937	90,937	180,000	89,063	-	
57200 CONTINGENCY/RESERVES	60,000	30,000	60,000	60,000	60,000	60,000	60,000	-	0%	
57250 DEPRECIATION FUND	5,000	2,500	5,000	5,000	5,000	5,000	25,000	20,000	400%	
57255 INS RESERVE	2,500	-	-	10,000	-	-	-	-	0%	
<b>TOTAL</b>	<b>\$ 840,610</b>	<b>\$ 84,520</b>	<b>\$ 117,020</b>	<b>\$ 291,657</b>	<b>\$ 207,957</b>	<b>\$ 207,957</b>	<b>\$ 265,000</b>	<b>\$ 57,043</b>	<b>27%</b>	
<b>Total Expenditures</b>										
Salaries and Wages	\$ 211,110	\$ 119,709	\$ 239,418	\$ 285,805	\$ 262,885	\$ 269,308	\$ 299,767	\$ 30,459	11%	
Operating Expenditures	258,377	42,818	128,632	419,459	176,850	166,350	136,850	(29,500)	-18%	
Debt Service	52,020	52,020	52,020	221,657	147,957	147,957	205,000	57,043	39%	
Capital Outlay Request	786,090	32,500	65,000	-	-	-	-	-	100%	
<b>TOTAL</b>	<b>\$ 1,307,597</b>	<b>\$ 247,047</b>	<b>\$ 485,070</b>	<b>\$ 926,921</b>	<b>\$ 587,692</b>	<b>\$ 583,615</b>	<b>\$ 641,617</b>	<b>\$ 58,002</b>	<b>10%</b>	

# DCD: COMMUNITY & ECONOMIC DEVELOPMENT

## DEPARTMENT OF COMMUNITY DEVELOPMENT: COMMUNITY & ECONOMIC DEVELOPMENT

### MISSION

The Community and Economic Development Divisions' mission is to strengthen the City's economy through job creation, business location and retention, redevelopment, and tourism.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Completed the landscaping of the exit 54.</li> <li>Completed the signage at I-26 exit 54.</li> <li>Completed Technology Way extension.</li> </ul>
Grow the Economy	<ul style="list-style-type: none"> <li>Started the construction of 60,000 Ft. speculative building road at the I-26 Commerce Park and completed by end of May, 2019.</li> <li>Completed a marketing video on Clinton Park Corporate Center III &amp; Clinton 26 Corporate Park.</li> <li>Updated Master plan on Clinton Park Corporate center III.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Continued Rhythm on the Rails as a signature Spring Festival with the addition of a SBN sanctioned BBQ contest.</li> <li>Hosted special events of various sizes with the assistance and volunteers from the Clinton Main Street Corridor.</li> <li>Added another Main Street event with the cooperation of Presbyterian College and the Greenville Hospital System.</li> </ul>

### PERFORMANCE MEASURES

#### Economic Development / Industrial Development Measures

Measure	FY15	FY16	FY17	FY18	FY19
Number of RFIs Clinton was submitted on (Multiple Sites in Clinton could have been submitted on a project)	26	9	20	2	9
No product to submit	Data Not avail.	20	11	0	7
Number of retention visits	5	4	4	0	4
Number of outreach efforts	91	25	126	105	105

#### Community Facility Use

Facility	FY14	FY15	FY16	FY17	FY18	FY19
Legion Hut / Veteran's Hall	22	29	25	14	0	0
Community Building	67	113	22	64	87	89

## Special Events Permits

Permit Type	Permits Requested/ Approved FY14	Permits Requested/ Approved FY15	Permits Requested/ Approved FY16	Permits Requested/ Approved FY17	Permits Requested/ Approved FY18	Permits Requested/ Approved FY19
Special Use / Events Permits	23/23	31/31	39/39	33/33	10/10	8/8

## Special Events

Event Type	Events FY15	Events FY16	Events FY17	Events FY18	Events FY19
Holiday Related Events	6	5	5	5	5
Town Rhythms	4	5	7	0	0
Whiten Center Partnership Events	3	3	3	3	3
P.C. Partnership Events	2	2	2	2	2
Youth Events	2	6	6	3	3
Other	1	5	5	1	1
Festivals	1	2	2	2	2

## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Incorporate 300 Acre Whiten Center property into the I-26 Commerce Park and begin development.</li> <li>Construct a third Speculative Building.</li> </ul>
Grow the Economy	<ul style="list-style-type: none"> <li>Actively market the current 60,000 sf speculative Building in the I-26 Commerce Park.</li> <li>Market 6 acre retail site at Exit 54</li> <li>Start process of developing Recreation Complex.</li> <li>Complete a Clinton "Story Map" to be used for marketing.</li> <li>Seek and work with developers on reuse of existing empty buildings– i.e. Industrial Supply, DE Tribble, Lydia Mill and Bailey gas station.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Expand Rhythm on the Rails programs.</li> <li>Host more special events of various sizes to attract more individuals to downtown.</li> <li>Engage volunteers and main street businesses in planning and organizing events.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	0	0	0	2	1	1	1	0
Part - Time	0	0	0	1	1	1	1	0
Total	0	0	0	3	2	2	2	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 113,917	\$ 56,270	\$ 111,379	\$ 162,211	\$ 107,926	\$ 102,091	\$ 111,044	\$ 8,953	8%
Operating Expenditures	158,760	58,302	126,020	170,300	150,250	146,850	145,450	(1,400)	-1%
Capital Outlay Request	-	-	-	-	-	-	-	-	0%
<b>TOTAL BUDGET</b>	<b>\$ 272,677</b>	<b>\$ 114,572</b>	<b>\$ 237,399</b>	<b>\$ 332,511</b>	<b>\$ 258,176</b>	<b>\$ 248,941</b>	<b>\$ 256,494</b>	<b>\$ 7,553</b>	<b>3%</b>

The Community and Economic Development Department budget increased by \$7,663 as compared to the previous year due to the number of anticipated hours worked by part time employees. No changes are significant in this budget.

### CAPITAL FUNDING

There are no capital funds allocated in the Economic Development Division.

### DEBT SERVICE

There is no debt service the Economic Development Division.

COMMUNITY & ECONOMIC DEVELOPMENT 260415								FY 20/21		#REF!
	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage	
Salaries & Wages	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference	
50100 SALARIES	\$ 78,851	40,385	\$ 80,770	\$ 120,654	\$ 68,910	\$ 70,288	79,587	\$ 9,299	13%	
50110 OVERTIME SALARIES	\$ 3,000	409	\$ 3,050		\$ 3,000	\$ 3,000	\$ 3,000			
50400 SOCIAL SECURITY	6,008	2,974	6,179	9,230	5,272	5,377	6,088	711	13%	
50500 SC RETIREMENT	11,862	6,218	8,812	16,361	9,241	10,129	12,264	2,136	21%	
50700 WORKMENS COMPENSATION	4,731	1,975	3,950	4,000	1,061	1,192	222	(970)	-81%	
51741 GROUP HEALTH INS.	9,339	4,258	8,516	11,785	20,339	12,000	9,763	(2,237)	-19%	
51750 GROUP LIFE-SC RETIREMENT	126	51	102	181	103	105	119	14	13%	
									0%	
<b>TOTAL</b>	<b>\$ 113,917</b>	<b>\$ 56,270</b>	<b>\$ 111,379</b>	<b>\$ 162,211</b>	<b>\$ 107,926</b>	<b>\$ 102,091</b>	<b>\$ 111,044</b>	<b>\$ 8,953</b>	<b>9%</b>	
Operational Expenditure	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage	
	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference	
52100 OFFICE SUPPLIES	681	178	400	400	400	500	400	(100)	-20.00%	
52120 PRINTER LEASE	-	-	150	150	-	-	-	-	#DIV/0!	
PRINTING EXPENSE	-	-	250	250	250	100	100	-	0.00%	
52130 POSTAGE	189	48	96	700	700	250	200	(50)	-20.00%	
52220 FUEL OIL LUBRICATION	412	25	100	-	100	300	200	(100)	0.00%	
53030 Professional Services	175	1,925	3,850	-	-	-	-	-	-	
53277 SOFTWARE MAINT	-	-	-	7,000	7,000	3,600	3,500	(100)	-2.78%	
53300 ADVERTISING LEGAL NOTICES	4,659	-	-	1,500	1,500	3,000	2,750	(250)	-8.33%	
ED ADVERTISING	5,609	9,790	10,000	10,000	10,000	10,000	10,000	-	-	
ENGINEERING / CONSULTING	11,278	-	-	20,000	15,000	12,500	12,000	(500)	-	
53623 UTILITIES PURCHASED	-	-	-	500	500	-	-	-	#DIV/0!	
53635 TELEPHONE	521	332	664	1,500	1,500	1,250	1,200	(50)	-4.00%	
54028 ECON. DEV. EXPENSE	17,777	-	-	-	-	100	100	-	-	
54029 ECON DEV CORP	-	-	-	-	-	-	-	-	0.00%	
54032 MAIN STREET CLINTON	36,401	7,064	50,000	50,000	50,000	50,000	50,000	-	0.00%	
54040 MEMBERSHIP DUES	620	580	1,160	1,800	1,800	1,250	1,250	-	0.00%	
54041 EMPLOYEE TRAINING	1,820	190	2,000	2,000	2,000	2,000	2,000	-	0.00%	
54042 TRAVEL	3,672	2,290	4,580	10,000	8,000	8,000	8,000	-	0.00%	
54046 SPECIAL EVENTS	63,369	35,020	50,000	50,000	50,000	50,000	50,000	-	0.00%	
54050 INCIDENTAL EXPENSE	10,087	335	670	1,500	1,500	2,000	1,750	(250)	-12.50%	
54069 LAURENS COUNTY DEV CORP	-	-	-	-	-	-	-	-	0.00%	
54090 INDUSTRIAL PARK PROGRAM	1,490	525	2,100	13,000	-	2,000	2,000	-	0.00%	
<b>TOTAL</b>	<b>\$ 158,760</b>	<b>\$ 58,302</b>	<b>\$ 126,020</b>	<b>\$ 170,300</b>	<b>\$ 150,250</b>	<b>\$ 146,850</b>	<b>\$ 145,450</b>	<b>\$ (1,400)</b>	<b>-1%</b>	
Capital Expenditure	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage	
	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference	
55024 Capital - Equipment	-	-	-	-	-	-	-	-	0.00%	
55044 Capital - Facility	-	-	-	-	-	-	-	-	-	
<b>TOTAL</b>	<b>\$ -</b>	<b>-</b>								
Total Expenditures	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage	
	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference	
Salaries and Wages	\$ 113,917	\$ 56,270	\$ 111,379	\$ 162,211	\$ 107,926	\$ 102,091	\$ 111,044	\$ 8,953	8%	
Operating Expenditures	158,760	58,302	126,020	170,300	150,250	146,850	145,450	(1,400)	-1%	
Capital Outlay Request	-	-	-	-	-	-	-	-	0%	
<b>TOTAL BUDGET</b>	<b>\$ 272,677</b>	<b>\$ 114,572</b>	<b>\$ 237,399</b>	<b>\$ 332,511</b>	<b>\$ 258,176</b>	<b>\$ 248,941</b>	<b>\$ 256,494</b>	<b>\$ 7,553</b>	<b>3%</b>	

# DAS: MUNICIPAL COURT

## DEPARTMENT OF ADMINISTRATIVE SERVICES: MUNICIPAL COURT

### MISSION

The mission of the Municipal Court is to provide efficient, high quality services to the public in the administration of the law, to render judicial decisions fairly and impartially, and to administer the Municipal Court of the City of Clinton in a dignified, professional, customer focused, and efficient manner consistent with both the expectations of the citizens of Clinton and the standards set forth by local, state, and federal regulating agencies.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Working with the Department of Public Safety and an outside contractor, the division has begun the process of reviewing the future space and security needs of the court.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Examined the feasibility of taking all fines and fees at the customer service desk at the municipal center and determined that state regulations regarding court officer training in would make this impossible at this time, however, additional CSRs will be cross trained in court operations.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>All magistrates and staff completed state required training</li> <li>Managed the court in a fair, equitable, and efficient manner.</li> </ul>

### PERFORMANCE MEASURES

#### COURT CASE PROCESSING

Type	Number of Cases- FY15	Number of Cases- FY16	Number of Cases- FY17	Number Of Cases FY 18	Number Of Cases FY 19
Jury Trails	5	9	7	2	1
Jury Trials (Guilty)	2	8	3	1	0
Jury Trials (Not Guilty)	3	1	4	1	1
Bench Trials	821	802	731	720	646
Bench Trials (Guilty)	781	794	718	705	633
Bench Trials (Not Guilty)	40	8	13	15	13
Nol Prose	219	502	532	250	83
Bond Forfeiture	186	128	146	150	117
Total Cases	1907	1826	1883	1600	1551

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Complete plan for courtroom office and room remodeling.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>All magistrates and staff will complete state required training</li> <li>Continue to manage the court in a fair, equitable, and efficient manner.</li> <li>Explore additional ways for fines to be paid.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	1	1	1	1	1	1	1	0
Part - Time	3	3	3	3	3	3	3	0
Total	4	4	4	4	4	4	4	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 78,082	\$ 39,698	\$ 79,396	\$ 79,525	\$ 80,751	\$ 81,757	\$ 85,816	\$ 4,059	5%
Operational	61,627	19,225	38,950	90,100	88,700	88,700	55,700	(33,000)	-37%
Capital	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 139,709</b>	<b>\$ 58,923</b>	<b>\$ 118,346</b>	<b>\$ 169,625</b>	<b>\$ 169,451</b>	<b>\$ 170,457</b>	<b>\$ 141,516</b>	<b>\$ (28,941)</b>	<b>-17%</b>

Municipal Court decreased by \$28,941. Fines have decreased due to State guidelines that have reduced bench warrants that can be issued.

## CAPITAL FUNDING

The Municipal Court has no capital funding for this fiscal year.

## DEBT SERVICE

The Municipal Court Division has no existing debt.

## MUNICIPAL COURT 250420

FY 20/21

#REF!

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Salaries & Wages	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
50100 SALARIES	\$ 30,938	\$ 15,978	\$ 31,956	\$ 30,306	\$ 30,700	\$ 31,314	32,358	\$ 1,044	3%
50101 SALARIES- CONTRACT	33,791	17,233	34,466	32,000	32,000	32,000	32,960	960	3%
50400 SOCIAL SECURITY	2,331	1,206	2,412	2,318	2,349	2,396	2,475	80	3%
50500 SC RETIREMENT	4,422	2,428	4,856	8,449	8,408	8,490	10,066	1,575	19%
50700 WORKMENS COMPENSAT	129	54	108	350	1,030	1,157	1,369	212	18%
51741 GROUP HEALTH INS.	6,355	2,766	5,532	6,008	6,170	6,305	6,490	185	3%
51750 GROUP LIFE-SC RETIREMI	116	33	66	93	94	95	98	3	3%
<b>Total</b>	<b>\$ 78,082</b>	<b>\$ 39,698</b>	<b>\$ 79,396</b>	<b>\$ 79,525</b>	<b>\$ 80,751</b>	<b>\$ 81,757</b>	<b>\$ 85,816</b>	<b>\$ 4,059</b>	<b>5%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Operational Expenditure	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
52100 OFFICE SUPPLIES	919	192	384	500	500	500	500	-	0%
52110 OFFICE EQUIP-MAINTNEN	-	-	-	-	-	-	-	-	-
52120 PRINTER LEASE	380	145	290	600	400	400	400	-	0%
52125 PRINTING EXPENSE	-	-	-	600	-	-	-	-	0%
52130 POSTAGE	633	252	504	750	1,000	1,000	1,000	-	0%
52210 CLEANING SUPPLIES	-	-	-	100	-	-	-	-	0%
52720 BLDG & GROUND MAINT.	-	-	-	300	-	-	-	-	0%
53260 UNIFORMS	-	-	-	150	-	-	-	-	0%
53300 ADVERTISING LEGAL NOT	-	-	-	200	-	-	-	-	0%
UTILITIES PURCHASED	-	-	-	-	-	-	-	-	0%
53630 POWER CONSUMED	1,420	186	372	3,500	3,500	3,500	3,500	-	0%
53635 TELEPHONE	-	-	-	800	700	700	700	-	0%
54040 MEMBERSHIP DUES	335	-	500	500	500	500	500	-	0%
54041 EMPLOYEE TRAINING	1,090	755	1,510	1,400	1,400	1,400	1,400	-	0%
54042 TRAVEL	2,519	924	1,848	3,000	3,000	3,000	3,000	-	0%
54050 INCIDENTAL EXPENSE	80	-	-	200	200	200	200	-	0%
54101 STATE FINE TRANSFER	44,441	14,275	28,550	60,000	60,000	60,000	30,000	(30,000)	-50%
54110 POLICE FINES- REFUNDS	3,029	458	916	4,000	4,000	4,000	4,000	-	0%
54111 JURY DUTY FEES	140	90	180	1,500	1,500	1,500	1,500	-	0%
54112 VICTIM'S RIGHTS	6,641	1,948	3,896	12,000	12,000	12,000	9,000	(3,000)	-25%
<b>Total</b>	<b>\$ 61,627</b>	<b>\$ 19,225</b>	<b>\$ 38,950</b>	<b>\$ 90,100</b>	<b>\$ 88,700</b>	<b>\$ 88,700</b>	<b>\$ 55,700</b>	<b>\$ (33,000)</b>	<b>-37%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Capital Expenditure	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
55044 CAPITAL FACILITIES	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Total Expenditures	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
Salaries and Wages	\$ 78,082	\$ 39,698	\$ 79,396	\$ 79,525	\$ 80,751	\$ 81,757	\$ 85,816	\$ 4,059	5%
Operational	61,627	19,225	38,950	90,100	88,700	88,700	55,700	(33,000)	-37%
Capital	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 139,709</b>	<b>\$ 58,923</b>	<b>\$ 118,346</b>	<b>\$ 169,625</b>	<b>\$ 169,451</b>	<b>\$ 170,457</b>	<b>\$ 141,516</b>	<b>\$ (28,941)</b>	<b>-17%</b>

# OCM: LEGAL SERVICES

## OFFICE OF THE CITY MANAGER: LEGAL SERVICES

### MISSION

The mission of the Legal Services division is to serve as legal counsel and provide legal services to the Mayor and City Council, Office of the City Manager, boards and commissions, and all departments of the City of Clinton.

### BUDGETARY ANALYSIS

#### LEGAL SERVICES 220430

**FY 20/21**

Operational Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
53000 PROF SERVICE	\$ 6,050	\$ 16,902	\$ 33,804	\$ 18,500	\$ 20,000	\$ 20,000	\$ 48,000	\$ 28,000	140%
53020 LEGAL SERVICES	36,260	22,102	44,204	35,000	40,000	40,000	40,000	-	0%
54040 MEMBERSHIP DUES	-	-	-	100	-	-	-	-	0%
54042 TRAVEL	-	-	-	900	-	-	-	-	0%
<b>TOTAL LEGAL</b>	<b>\$ 42,310</b>	<b>\$ 39,004</b>	<b>\$ 78,008</b>	<b>\$ 54,500</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 88,000</b>	<b>\$ 28,000</b>	<b>47%</b>

Legal services increased in Professional Services by \$28,000 because Professional Services in Administration was reallocated to this department.

### CAPITAL REQUESTS

There are no capital requests in the Legal Services Division.

### DEBT SERVICE

There is no debt service in the Legal Services Division.

# OCM: FINANCE

## OFFICE OF THE CITY MANAGER – DIVISION OF FINANCE & BUDGET

### MISSION

The Division of Finance & Budget’s mission is to provide administrative leadership, support and direction for all programs related to the management of the fiscal assets of the City of Clinton. The Office of Finance & Budget serves as the division which provides the Municipal Clerk to City Council and provides support services which include the maintenance of all records of the City, codification of ordinances, and compilation of minutes. The Office of Finance provides accounting, financial reporting and internal control services to City departments and is responsible for management of the budget, audit, and provision of fiscal controls, cash management, accounts payable, accounts receivable and payroll functions of the City.

### ACHIEVEMENTS

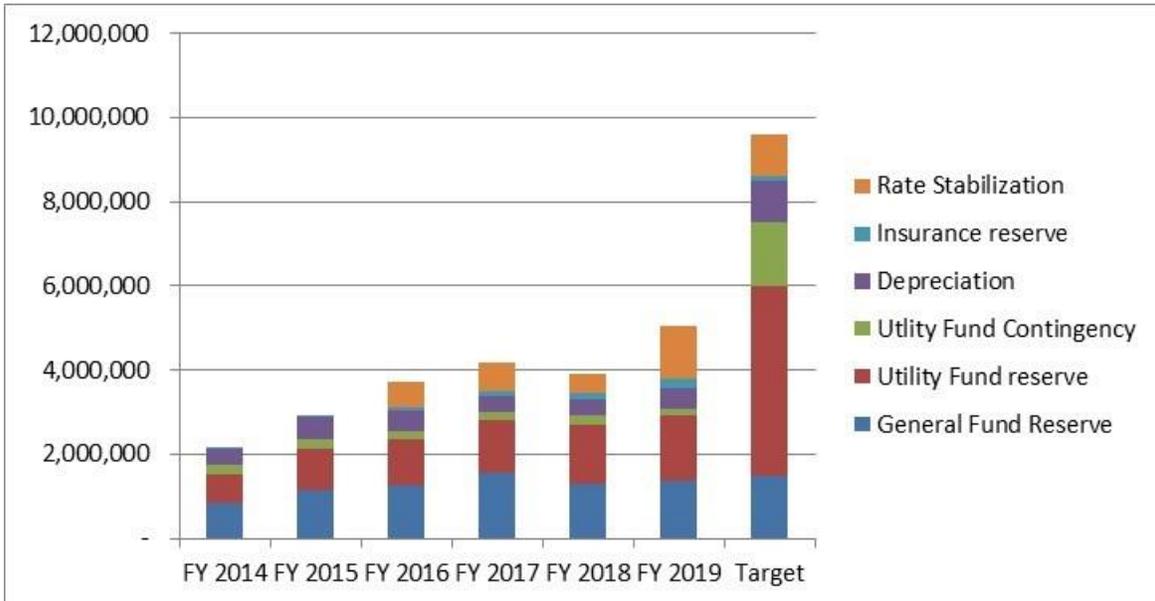
Fiscal Stability	<ul style="list-style-type: none"> <li>Continued to annually grow the following funds: Depreciation, Utility Fund Reserve, General Fund Reserve, Insurance Reserve, Rate Stabilization Reserves and Utility Contingency creating a combined reserve fund in excess of \$4.4 million.</li> <li>Continued to transfer to the utility stabilization fund based on the PMPA adjustment. The current balance in the fund is \$1,152,000 with the goal of a setting aside addition PMPA savings.</li> <li>Utilized LOST funds to provide capital improvement funds for the Department of Public Safety.</li> </ul>
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### PERFORMANCE MEASURES

**TO be UPDATED at year end**

Award / Recognition	Consecutive Years
GFOA Certificate of Excellence in Financial Reporting	30
GFOA Certificate of Excellence in Budget	8

Year	Gen. Fund Reserve	Utility Fund Reserve	Insurance Fund Reserve	Depreciation	Utility Fund Contingency	Rate Stabilization Fund	Total
FY 19 (Current)	\$1,380,497	\$1,527,621	\$155,574	\$507,959	\$211,916	\$1,245,242	\$5,028,809
Target	\$1,500,000	\$4,500,000	\$100,000	\$1,000,000	\$1,500,000	\$1,000,000	\$9,600,000



**PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES**

The Division has identified the following new goals and objectives for the next fiscal year.

Fiscal Stability	Objectives
	<ul style="list-style-type: none"> <li>Continue to annually grow the following funds: Depreciation, Utility Fund Reserve, General Fund Reserve, Insurance Reserve, and Utility Contingency.</li> <li>Complete the LOST (Local Option Sales Tax) adjustment analysis and renew LOST adjustment for an additional twelve (12) month period.</li> <li>Continue to grow rate stabilization.</li> <li>Renew the Public Works Fee for collection through County/City Tax bills.</li> </ul>

**PERSONNEL ANALYSIS**

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	3	3	3	3	3	3	3	0
Part - Time	0	0	0	0	0	0	0	0
Total	3	3	3	3	3	3	3	0

**BUDGETARY ANALYSIS**

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 252,802	\$ 126,307	\$ 252,614	\$ 238,779	\$ 238,841	\$ 246,744	\$ 247,675	931	0%
Operational	205,027	127,689	244,984	276,800	267,132	254,500	232,500	(22,000)	-9%
Capital	-	-	-	-	-	-	-	-	0%
Total	\$ 457,829	\$ 253,996	\$ 497,598	\$ 515,579	\$ 505,973	\$ 501,244	\$ 480,175	\$ (21,069)	-4%

**CAPITAL REQUESTS**

The Office of Finance & Budget has no capital requests for FY 20/21.

**DEBT SERVICE**

There is no debt service in the Office of Finance & Budget.

<b>FINANCE 220440</b>										<b>FY 20/21</b>
										#REF!
	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21		
	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Percentage	
		2019	Projections	Budget	Budget	Budget	Budget	Increase	Difference	
<b>Salaries &amp; Wages</b>										
50100 SALARIES	182,391	93,318	186,636	181,751	181,631	185,279	188,301	3,022		2%
50110 Overtime	-	-	-	250	250	250	250			
50400 SOCIAL SECURITY	13,198	6,862	13,724	13,904	13,895	14,174	14,405	231		2%
50500 SC RETIREMENT	27,146	14,276	28,552	24,645	24,357	26,699	29,017	2,318		9%
50700 WORKMENS COMPENSAT	3,451	1,441	2,882	2,870	2,859	3,222	2,311	(911)		-28%
51741 GROUP HEALTH INS.	26,344	10,292	20,584	15,086	15,577	16,842	13,108	(3,734)		-22%
51750 GROUP LIFE-SC RETIREMI	272	118	236	273	273	278	283	5		2%
<b>Total</b>	<b>\$ 252,802</b>	<b>\$ 126,307</b>	<b>\$ 252,614</b>	<b>\$ 238,779</b>	<b>\$ 238,841</b>	<b>\$ 246,744</b>	<b>\$ 247,675</b>	<b>\$ 931</b>		<b>0%</b>
<b>Operational Expenditure</b>										
52100 OFFICE SUPPLIES	2,554	220	440	2,000	1,600	1,600	1,600	-		0%
52120 PRINTER LEASE	945	362	724	450	450	450	450	-		0%
52125 PRINTING EXPENSE	3,749	3,536	7,072	5,500	5,500	4,000	4,000	-		0%
52130 POSTAGE	958	186	372	1,500	1,100	1,000	1,000	-		0%
52210 CLEANING SUPPLIES	17	202	404	50	50	50	50	-		0%
52240 SAFETY MATERIAL	-	-	-	-	-	-	-	-		0%
52720 BLDG & GROUND MAINT.	22,315	4,538	9,076	30,000	27,000	25,000	25,000	-		0%
52725 EQUIP MAINT. - SERVICE	245	-	-	1,000	-	-	-	-		0%
53000 PROF SERVICE	19,195	5,250	16,000	16,000	16,000	16,000	16,000	-		0%
53025 BANKING SERVICES	84	35	70	500	500	500	500	-		0%
53040 OTHER SERVICES(SHRED)	110	322	644	-	-	-	-	-		0%
53277 SOFTWARE MAINTENANC	8,583	2,261	10,000	12,000	10,000	10,000	10,000	-		0%
53550 PROPERTY INSURANCE	77,311	66,226	78,000	67,000	68,000	68,000	68,000	-		0%
53623 UTILITIES PURCHASED	1,960	385	770	1,100	1,300	1,000	1,000	-		0%
53630 POWER CONSUMED	1,538	796	1,592	5,000	4,300	2,000	2,000	-		0%
53635 TELEPHONE	1,051	798	1,596	1,600	1,800	800	800	-		0%
53820 POSTAGE MACHINE-RENT	960	710	1,420	1,000	1,000	1,000	1,000	-		0%
54040 MEMBERSHIP DUES	1,293	230	1,000	800	800	1,300	1,300	-		0%
54041 EMPLOYEE TRAINING	275	1,019	1,019	1,000	1,000	1,000	3,000	2,000		200%
54042 TRAVEL	1,229	558	675	1,000	1,000	1,500	1,500	-		0%
54050 INCIDENTAL EXPENSE	2,886	128	256	300	300	300	300	-		0%
SANITATION SERVICES	-	7,500	15,000	15,000	15,000	15,000	15,000	-		0%
54085 GASB 45 CURRENT FUNDI	57,769	32,427	64,854	80,000	76,432	70,000	70,000	-		0%
54086 GASB 45 FUTURE FUNDING	-	-	34,000	34,000	34,000	34,000	10,000	(24,000)		-71%
<b>Total</b>	<b>\$ 205,027</b>	<b>\$ 127,689</b>	<b>\$ 244,984</b>	<b>\$ 276,800</b>	<b>\$ 267,132</b>	<b>\$ 254,500</b>	<b>\$ 232,500</b>	<b>\$ (22,000)</b>		<b>-9%</b>
<b>Capital Expenditure</b>										
55023 CAPITAL OUTLAY-EQUIP	-	-	-	-	-	-	-	-		0%
55024 CAPITAL OUTLAY	-	-	-	-	-	-	-	-		-
<b>Total</b>	<b>\$ -</b>		<b>0%</b>							
<b>Total Expenditures</b>										
Salaries and Wages	\$ 252,802	\$ 126,307	\$ 252,614	\$ 238,779	\$ 238,841	\$ 246,744	\$ 247,675	931		0%
Operational	205,027	127,689	244,984	276,800	267,132	254,500	232,500	(22,000)		-9%
Capital	-	-	-	-	-	-	-	-		0%
<b>Total</b>	<b>\$ 457,829</b>	<b>\$ 253,996</b>	<b>\$ 497,598</b>	<b>\$ 515,579</b>	<b>\$ 505,973</b>	<b>\$ 501,244</b>	<b>\$ 480,175</b>	<b>\$ (21,069)</b>		<b>-4%</b>

# PD: POLICE

## DEPARTMENT OF POLICE

### MISSION

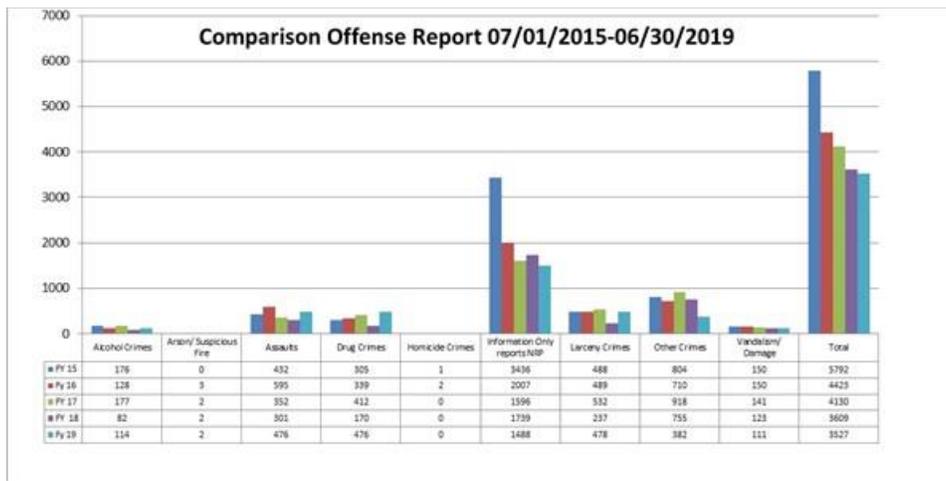
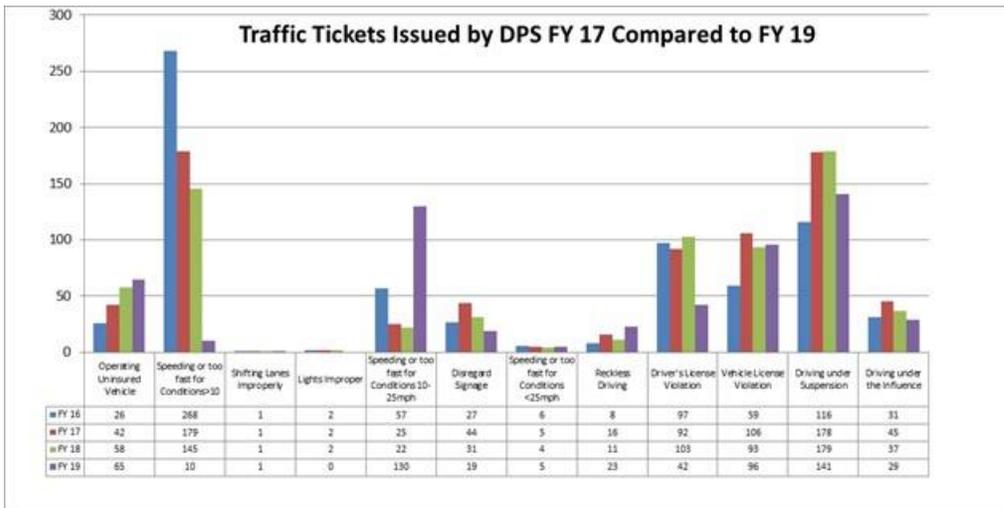
The mission of the Police Department is to deliver high quality services to the citizens of Clinton through enforcement of criminal statutes, and to provide programs and services to improve the safety, security, and well-being of residents.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"><li>Continued to improve department training facility by the addition of steel targets, metal storage building and agility course..</li><li>Completed upgrade to department training tower to allow for repelling training.</li><li>Replaced several pieces of critical operational equipment including patrol cars (3) through the purchase from the SC department of Administration at a substantial savings.</li></ul>
First Class City	<ul style="list-style-type: none"><li>Enrolled with Lexipol to improve training and policy manuals.</li><li>Continued walkthrough of schools and schools safety plan reviews.</li><li>Provided outreach programs and safety talks with various groups..</li></ul>

**PERFORMANCE MEASURES WILL BE COMPLETED AT FISCAL YEAR END**

### PERFORMANCE MEASURES



## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Complete an analysis of existing facilities and develop a facility replacement or repair plan to address roof replacement (critical), generator replacement (critical), HVAC replacement (critical), employee workspace, evidence storage, and records storage.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Develop strategies to recruit and retain employees by enhancement of training, equipment, and employee satisfaction which will then ensure that the City of Clinton remains a safe, stable community that enhance the quality of life.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Continue with equipment replacement to achieve a stable and predictable equipment replacement program.</li> <li>Identify and develop alternative funding sources for department resources and programs.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>Continue to enforce crime statutes, provide emergency response, rescue, and fire suppression at the highest achievable levels.</li> </ul>

- Continue to conduct public outreach programs, including National Night Out throughout the city.
- Strengthen, develop and sustain partnerships in order to have the confidence and support of the people who live and work in our community.

## PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	31	31	31	31	31	32	34	2
Part - Time	0	0	0	0	0	0	0	0
Total	31	31	31	31	31	32	34	2

## BUDGETARY ANALYSIS

Total Expenditures	2017-2018 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 1,987,893	\$ 950,142	\$ 1,900,284	\$ 1,684,742	\$ 1,835,226	\$ 1,893,068	\$ 2,138,062	\$ 244,994	13%
Operational	407,450	171,739	314,942	319,475	331,458	334,425	328,626	(5,799)	-2%
Capital	98,665	-	171,656	170,000	120,000	-	65,000	65,000	0%
Debt	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 28,000	\$ 8,000	40%
<b>Total</b>	<b>\$2,514,007</b>	<b>\$ 1,131,881</b>	<b>\$ 2,406,882</b>	<b>\$ 2,194,217</b>	<b>\$ 2,306,684</b>	<b>\$ 2,247,493</b>	<b>\$ 2,559,688</b>	<b>\$ 312,195</b>	<b>14%</b>

The 2020-2021 Police Department has a total increase of \$312,195 in expenditures from last year, primarily due to an increase in salaries and wages. The City received a grant from the State for additional School Resource Officers which offsets this increase, although costs have increased the city by the state in regards to the South Carolina Law Enforcement Officers Retirement System. In addition, capital increased due to Capital equipment that will be purchased through LOST funds.

## CAPITAL REQUESTS

The Police Department has capital requests in the operating budget.

Any Capital equipment will be purchased through LOST funds that are outlined at the end of the budget and Depreciation Funds. The Police Department will spend funds on 800 radios for \$55,000 and the up-fit of a vehicle for Canine usage for \$10,000.

## DEBT SERVICE

The Police Department had a total annual debt service as follows:

- \$28,000 – Depreciation Funds (Capital Equipment Replacement Fund) payment for the purchase of patrol cars using Depreciation Funds.

**POLICE 230450**

**FY 20/21**

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 1,329,948	\$ 643,358	\$ 1,286,716	\$ 1,118,549	\$ 1,198,265	\$ 1,237,848	1,423,129	\$ 185,281	15%
50110 OVERTIME SALARIES	\$ 35,949	23,685	47,370	35,000	35,000	35,000	35,000	-	0%
50400 SOCIAL SECURITY	\$ 102,079	49,388	98,776	88,246	94,345	98,201	108,869	10,669	11%
50500 SC RETIREMENT	\$ 14,213	9,627	19,254	15,506	15,334	15,334	-	(15,334)	-100%
50600 SC POLICE RETIREMENT	\$ 227,333	107,420	214,840	169,666	177,236	195,150	260,130	64,980	33%
50700 WORKMENS COMPENSATION	\$ 63,851	27,670	55,340	36,347	78,831	68,221	52,151	(16,070)	-24%
50800 UNEMPLOYMENT CLAIMS	\$ -	-	-	900	900	-	-	-	0%
50900 PART-TIME FIREFIGHTER PA'	\$ -	-	-	-	-	-	-	-	0%
51741 GROUP HEALTH INS.	\$ 208,940	86,060	172,120	215,974	230,442	238,507	252,950	14,443	6%
51750 GROUP LIFE-SC RETIREMENT	\$ 25	0	1	80	80	171	-	(171)	-100%
51760 ACCIDENTAL DEATH INS	\$ 2,718	1,426	2,852	2,237	2,397	2,318	2,916	598	26%
51770 GROUP LIFE-SC RETIREMENT	\$ 2,837	1,508	3,016	2,237	2,397	2,318	2,916	598	26%
<b>Total</b>	<b>\$ 1,987,893</b>	<b>\$ 950,142</b>	<b>\$ 1,900,284</b>	<b>\$ 1,684,742</b>	<b>\$ 1,835,226</b>	<b>\$ 1,893,068</b>	<b>\$ 2,138,062</b>	<b>\$ 244,994</b>	<b>13%</b>

	2017-2018 Actual	Through December 2018	FY 18-19 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	2,768	445	890	2,400	2,250	2,250	2,250	-	0%
52105 MATERIALS/SUPPLIES	1,098	52	104	3,000	3,000	3,000	2,000	(1,000)	-33%
FILM/DEVELOPING	-	-	-	-	-	-	-	-	#DIV/0!
52112 AMMUNITION	2,694	-	-	3,500	3,500	3,500	3,500	-	0%
52120 PRINTER LEASE	7,580	3,530	7,060	6,000	6,000	5,000	7,000	2,000	40%
52125 PRINTING EXPENSE	-	29	58	375	375	375	375	-	0%
52130 POSTAGE	1,340	214	428	563	563	450	450	-	0%
52210 CLEANING SUPPLIES	8,168	1,093	2,186	6,375	6,375	6,300	3,000	(3,300)	-52%
52220 FUEL OIL LUBRICATION	68,231	30,520	61,040	51,333	51,333	60,000	60,000	-	0%
52221 VEHICLE REPAIRS	-	-	-	-	(1)	-	-	-	#DIV/0!
52222 VEH TIRE PURCHASE/REPAIR	6,183	1,948	3,896	6,667	6,667	6,000	8,000	2,000	33%
52223 VEHICLE MAINTENANCE	21,806	9,646	19,292	15,973	15,973	17,000	25,000	8,000	47%
52225 RADIO MAINT	12,426	10,027	20,054	18,667	17,333	20,000	20,000	-	0%
52230 MEALS FOR PRISONERS	1,738	1,066	2,132	3,000	3,000	3,000	3,000	-	0%
52235 TRUSTEE MAINTENANCE	17,475	5,365	10,730	20,000	20,000	20,000	18,000	(2,000)	-10%
52240 SAFETY MATERIAL	254	-	-	1,125	1,125	1,000	1,000	-	0%
52300 SPECIAL RESPONSE TEAM-DP	776	200	400	1,500	1,499	1,500	1,500	-	0%
52305 SUPPORT EQUIPMENT	79,245	7,136	14,272	16,667	26,667	27,000	27,000	-	0%
52306 SUPPORT EQUIPMENT LOST	2,304	-	-	-	-	-	-	-	#DIV/0!
52400 SMALL TOOLS EQUIPMENT	643	9	18	750	750	1,000	1,000	-	0%
52720 BLDG & GROUND MAINT.	15,673	1,590	3,180	12,500	12,000	10,000	10,000	-	0%
52725 EQUIP MAINT. - SERVICE	3,967	678	1,356	4,875	4,875	2,500	2,500	-	0%
52920 FIRE PREVENTION	-	-	-	-	-	-	-	-	0%
53000 PROF SERVICE	797	-	-	-	-	-	-	-	0%
53121 RADIO MAINT	-	-	-	-	-	-	-	-	0%
53226 JUVENILE COSTS	4,825	6,275	12,550	1,550	1,550	3,000	3,500	500	17%
53231 PRISONER HOUSING	420	525	1,050	3,000	3,000	3,000	3,000	-	0%
53260 UNIFORMS	11,579	7,218	14,436	13,500	11,250	12,000	12,000	-	0%
53275 SLED COMPUTER	6,682	2,657	5,314	8,500	8,498	8,500	8,500	-	0%
53277 Software Maint	20,696	12,145	24,290	7,170	11,143	20,000	15,000	(5,000)	-25%
53300 ADVERTISING LEGAL NOTICE	764	535	1,070	638	638	500	500	-	0%
53402 EXPLORER PROGRAM	-	-	-	1,500	1,498	-	-	-	0%
53620 GAS	1,784	121	242	-	-	-	-	-	0%
53623 UTILITIES PURCHASED	9,804	1,083	2,166	5,000	5,000	-	10,000	10,000	0%
53630 POWER CONSUMED	12,643	5,099	10,198	26,000	26,000	26,000	12,000	(14,000)	-54%
53635 TELEPHONE	5,401	4,993	9,986	7,250	7,250	4,000	8,000	4,000	100%
53900 ANIMAL CONTROL-POUND	28,726	28,536	28,536	25,000	25,000	28,000	28,600	600	2%
54040 MEMBERSHIP DUES	381	1,125	2,250	2,250	2,250	2,000	2,000	-	0%
54041 EMPLOYEE TRAINING	3,255	998	1,996	5,250	5,250	5,250	5,250	-	0%
54042 TRAVEL	3,762	697	1,394	2,250	3,000	3,000	3,500	500	17%
54050 INCIDENTAL EXPENSE	20,675	11,130	22,260	6,000	6,000	6,000	6,000	-	0%
54051 MEDICAL EXPENSES	11,963	2,868	5,736	11,250	12,750	2,500	2,500	-	0%
54054 FIRST RESPONDER	-	-	-	1,125	1,125	800	800	-	0%
54300 911 EXPENSES	8,926	12,186	24,372	16,973	16,973	20,000	11,901	(8,099)	-40%
<b>Total</b>	<b>407,450</b>	<b>171,739</b>	<b>314,942</b>	<b>319,475</b>	<b>331,458</b>	<b>334,425</b>	<b>328,626</b>	<b>(5,799)</b>	<b>-2%</b>

	2017-2018	Through	FY 18-19 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Capital Expenditure	Actual	December	End	Approved Budget	Approved Budget	Requested Budget	Requested Budget	Requested Increase	Difference
		2018	Projections						
55023 CAPITAL OUTLAY-EQUIPMEN	-	-	90,000	90,000	-	-	-	-	0%
55024 CAPITAL-VEHICLES	26,857	-	80,000	80,000	90,000	-	-	-	0%
55027 CAPITAL-LOST	29,382	-	1,656	-	-	-	65,000	65,000	0%
55044 CAPITAL OUTLAY-FACILITIES	42,426	-	-	-	30,000	-	-	-	0%
<b>Total</b>	<b>98,665</b>	<b>-</b>	<b>171,656</b>	<b>170,000</b>	<b>120,000</b>	<b>-</b>	<b>65,000</b>	<b>65,000</b>	<b>0%</b>

	2017-2018	Through	FY 18-19 Year	FY 17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21	Percentage
Debt Service/ Fund Transfers	Actual	December	End	Approved Budget	Approved Budget	Requested Budget	Requested Budget	Requested Increase	Difference
		2018	Projections						
56070 NOTE PAYMENT-FIRE TRUCK	-	-	-	-	-	-	-	-	0
57250 DEPRECIATION FUND	20,000	10,000	20,000	20,000	20,000	20,000	28,000	8,000	40.00%
<b>Total Debt</b>	<b>\$ 20,000</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 28,000</b>	<b>\$ 8,000</b>	<b>40.00%</b>

	2017-2018	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Total Expenditures	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
		2019	Projections						
Salaries and Wages	\$ 1,987,893	\$ 950,142	\$ 1,900,284	\$ 1,684,742	\$ 1,835,226	\$ 1,893,068	\$ 2,138,062	\$ 244,994	13%
Operational	407,450	171,739	314,942	319,475	331,458	334,425	328,626	(5,799)	-2%
Capital	98,665	-	171,656	170,000	120,000	-	65,000	65,000	0%
Debt	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 28,000	\$ 8,000	40%
<b>Total</b>	<b>\$2,514,007</b>	<b>\$ 1,131,881</b>	<b>\$ 2,406,882</b>	<b>\$ 2,194,217</b>	<b>\$ 2,306,684</b>	<b>\$ 2,247,493</b>	<b>\$ 2,559,688</b>	<b>\$ 312,195</b>	<b>14%</b>

# FD: FIRE

## FIRE DEPARTMENT

### MISSION

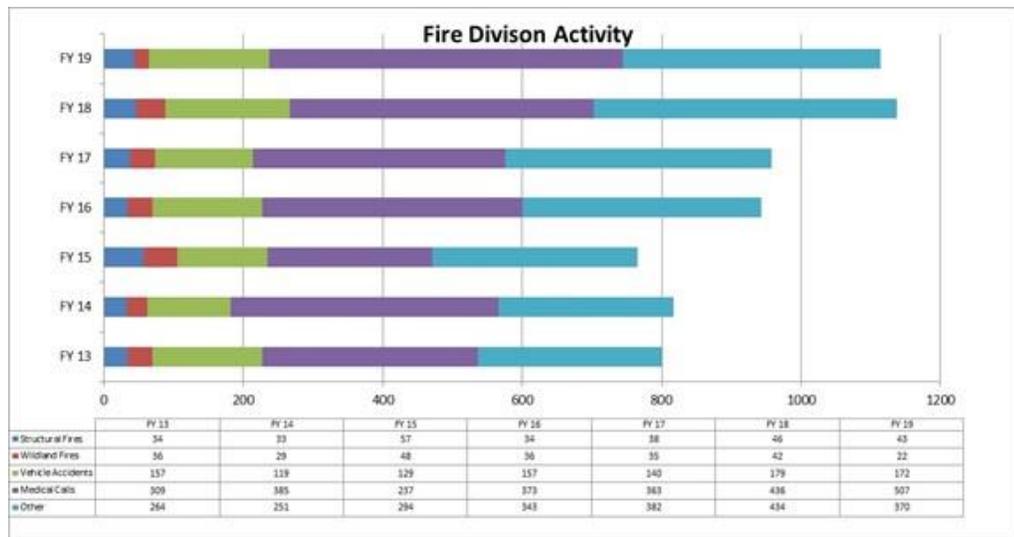
The mission of the Fire Department is quality services to the citizens of Clinton through enforcement of criminal statutes, and to provide programs and services to improve the safety, security, and well-being of residents.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Continued with equipment replacement to achieve a stable and predictable equipment replacement program by equipment upgrades and sell of surplus.</li> <li>Purchased and upgraded software which included software to track department activities and added an 'app' to cell phones called "Active 911" which provides maps for fire locations and hydrants.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Reviewed and revised the fire department mission statement and LOGO.</li> <li>Five department personnel received training to achieve Firefighter I and II certifications.</li> <li>Provided 320 smoke alarms through a smoke alarm blitz to continue public outreach to our citizens.</li> <li>Continued to provide Firefighter training at Clinton High School.</li> </ul>

PERFORMANCE MEASURES WILL BE COMPLETED AT FISCAL YEAR END

### PERFORMANCE MEASURES



### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Complete an analysis of existing facilities and develop a facility replacement or repair plan to address roof replacement (critical), HVAC replacement (critical), employee workspace, and fire bays.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Continue with equipment replacement to achieve a stable and predictable equipment replacement program.</li> <li>Plan for the replacement of aging radio and communications systems.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>Continue to enforce fire suppression at the highest achievable levels.</li> <li>Continue to conduct public outreach programs through investment and involvement to cover the entire service area.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Every Fire Department member will meet National Fire Protection Association training requirements for their employment level to include: Firefighter II, Driver Operator, Engine Aerial, Rural Water, Fire Instructor, Fire Officer I and Fire Officer II.</li> <li>Create and/or update Fire Policies that apply good management, safety, and professionalism in response.</li> <li>Develop strategies to recruit and retain employees by enhancement of training, equipment, and employee satisfaction which will then ensure that the City of Clinton 72.5 Square miles of response area is covered with the adequate number of employees.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	11	11	11	11	11	14	14	0
Part - Time	8	8	8	8	8	8	8	0
Total	19	19	19	19	19	22	22	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 687,621	\$ 399,728	\$ 799,456	\$ 668,908	\$ 675,620	\$ 934,672	\$ 978,100	\$ 43,428	6%
Operational	183,238	66,498	129,862	156,066	161,174	122,054	167,226	45,172	\$0
Capital	98,665	-	-	-	30,000	-	-	-	0%
Debt	\$ 93,718	\$ 19,000	\$ 93,718	\$ 99,540	\$ 99,540	\$ 93,790	\$ 93,790	- \$	-
Total	\$1,063,241	\$ 485,226	\$ 1,023,036	\$ 924,514	\$ 966,334	\$ 1,150,516	\$ 1,239,116	\$ 88,600	9%

The 2020-2021 Fire Department has a total increase of \$88,600 in expenditures from last year, primarily due to an increase in the number of part time fire employees, an increase in costs passed on to the city by the state in regards to the South Carolina Law Enforcement Officers Retirement System, support equipment, and vehicle maintenance.

## CAPITAL REQUESTS

The Fire Department has no capital requests in the operating budget. Any Capital equipment will be purchased through LOST funds that are outlined at the end of the budget and Depreciation Funds.

## DEBT SERVICE

The Fire Department had a total annual debt service as follows:

- \$38,000 – Depreciation Funds payment for the purchase of Fire Trucks using Depreciation Funds.
- \$55,790 – Loan Payment for a 2015 Fire Truck.

**FIRE 230460** **FY 20/21**

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 443,316	\$ 275,702	\$ 551,404	\$ 405,088	\$ 407,698	\$ 574,614	587,917	\$ 13,303	2%
50110 OVERTIME SALARIES	\$ 11,983	886	1,772	15,000	15,000	15,000	15,000	-	0%
50400 SOCIAL SECURITY	\$ 34,026	21,333	42,666	34,967	35,167	58,958	59,976	1,018	2%
50500 SC RETIREMENT	\$ 4,738	35	70	-	-	-	-	-	0%
50600 SC POLICE RETIREMENT	\$ 75,778	48,395	96,790	68,222	67,855	99,291	107,560	8,269	8%
50700 WORKMENS COMPENSATION	\$ 21,284	9,223	18,446	49,653	50,135	54,475	42,985	(11,490)	-21%
50800 UNEMPLOYMENT CLAIMS	\$ -	-	-	900	900	-	-	-	0%
50900 PART-TIME FIREFIGHTER PA	\$ 24,990	8,979	17,958	37,000	37,000	33,000	67,000	34,000	103%
51741 GROUP HEALTH INS.	\$ 69,647	34,367	68,734	56,377	60,154	97,432	95,706	(1,726)	-2%
51750 GROUP LIFE-SC RETIREMENT	\$ 8	8	16	80	80	-	-	-	0%
51760 ACCIDENTAL DEATH INS	\$ 906	400	800	810	815	951	978	27	3%
51770 GROUP LIFE-SC RETIREMENT	\$ 946	400	800	810	815	951	978	27	3%
<b>Total</b>	<b>\$ 687,621</b>	<b>\$ 399,728</b>	<b>\$ 799,456</b>	<b>\$ 668,908</b>	<b>\$ 675,620</b>	<b>\$ 934,672</b>	<b>\$ 978,100</b>	<b>\$ 43,428</b>	<b>5%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	\$ 923	99	198	800	750	750	1,000	250	33%
52105 MATERIALS/SUPPLIES	\$ 366	270	540	1,000	1,000	1,000	-	(1,000)	-100%
FILM/DEVELOPING	-	-	-	-	-	-	-	-	0%
52112 AMMUNITION	-	-	-	-	-	-	-	-	0%
52120 PRINTER LEASE	2,526	82	164	2,000	2,000	1,000	1,000	-	0%
52125 PRINTING EXPENSE	-	-	-	125	125	125	125	-	0%
52130 POSTAGE	\$ 142	45	90	188	188	250	250	-	0%
52210 CLEANING SUPPLIES	\$ 2,356	565	1,130	2,125	2,125	2,125	2,000	(125)	-6%
52220 FUEL OIL LUBRICATION	33,606	6,515	13,030	25,667	25,667	25,667	25,000	(667)	-3%
52221 VEHICLE REPAIRS	-	8,840	17,680	-	-	-	-	-	0%
52222 VEH TIRE PURCHASE/REPAIR	3,046	4,067	5,000	3,333	3,333	3,333	4,000	667	20%
52223 VEHICLE MAINTENANCE	10,741	22,705	45,410	24,027	24,027	18,293	30,000	11,707	64%
52225 RADIO MAINT	6,120	823	1,646	9,333	8,667	6,667	14,000	7,333	110%
52230 MEALS FOR PRISONERS	-	-	-	-	-	-	-	-	0%
52235 TRUSTEE MAINTENANCE	-	-	-	-	-	-	-	-	0%
52240 SAFETY MATERIAL	250	-	-	375	375	750	750	-	0%
52300 SPECIAL RESPONSE TEAM-DF	-	-	-	-	-	-	-	-	0%
52305 SUPPORT EQUIPMENT	39,031	463	926	8,333	13,333	-	12,000	12,000	#DIV/0!
52306 SUPPORT EQUIPMENT LOST	-	-	-	-	-	-	-	-	0%
52400 SMALL TOOLS EQUIPMENT	317	15	30	250	250	250	500	250	100%
52720 BLDG & GROUND MAINT.	15,673	2,305	4,610	12,500	12,000	-	-	-	#DIV/0!
52725 EQUIP MAINT. - SERVICE	1,467	576	1,152	1,625	1,625	1,200	5,000	3,800	317%
52920 FIRE PREVENTION	3,897	-	-	4,000	4,000	2,800	2,500	(300)	-11%
53000 PROF SERVICE	-	-	-	-	-	-	6,000	6,000	-
53121 RADIO MAINT	-	-	-	-	-	-	-	-	0%
53226 JUVENILE COSTS	-	-	-	-	-	-	-	-	0%
53231 PRISONER HOUSING	-	-	-	-	-	-	-	-	0%
53260 UNIFORMS	3,860	1,181	2,362	4,500	3,750	3,750	3,750	-	0%
53275 SLED COMPUTER	-	-	-	-	-	-	-	-	0%
53277 Software Maint	6,899	595	1,190	2,390	3,714	3,811	5,200	1,389	36%
53300 ADVERTISING LEGAL NOTICE	-	170	340	213	213	250	-	(250)	-100%
53402 EXPLORER PROGRAM	-	-	-	-	-	-	-	-	0%
53620 GAS	1,784	-	-	-	-	-	-	-	0%
53623 UTILITIES PURCHASED	9,804	1,205	2,410	5,000	5,000	5,000	5,000	-	0%
53630 POWER CONSUMED	12,643	-	-	26,000	26,000	26,000	12,000	(14,000)	-54%
53635 TELEPHONE	5,401	3,714	7,428	7,250	7,250	4,000	8,000	4,000	100%
53900 ANIMAL CONTROL-POUND	-	-	-	-	-	-	-	-	0%
54040 MEMBERSHIP DUES	127	-	-	750	750	750	750	-	0%
54041 EMPLOYEE TRAINING	1,085	385	770	1,750	1,750	1,750	2,500	750	43%
54042 TRAVEL	1,254	488	976	750	1,000	1,000	1,000	-	0%
54050 INCIDENTAL EXPENSE	6,892	10,982	21,964	2,000	2,000	2,000	6,000	4,000	200%
54051 MEDICAL EXPENSES	3,988	408	816	3,750	4,250	3,500	6,500	3,000	86%
54054 FIRST RESPONDER	118	-	-	375	375	375	500	125	33%
54300 911 EXPENSES	8,926	-	-	5,658	5,658	5,658	11,901	6,243	110%
<b>Total</b>	<b>183,238</b>	<b>66,498</b>	<b>129,862</b>	<b>156,066</b>	<b>161,174</b>	<b>122,054</b>	<b>167,226</b>	<b>45,172</b>	<b>-</b>

	2018-2019 Actual	Through December 2019	FY 18-19 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EQUIPMEN	-	-	-	-	-	-	-	-	0%
55024 CAPITAL-VEHICLES	26,857	-	-	-	-	-	-	-	0%
55027 CAPITAL-LOST	29,382	-	-	-	-	-	-	-	0%
55044 CAPITAL OUTLAY-FACILITIES	42,426	-	-	-	30,000	-	-	-	#DIV/0!
<b>Total</b>	<b>\$98,665</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>#DIV/0!</b>
	2018-2019 Actual	Through December 2019	FY 18-19 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Debt Service/ Fund Transfers</b>									
56070 NOTE PAYMENT-FIRE TRUCK	55,718	-	55,718	55,790	55,790	55,790	55,790	-	0.00%
57250 DEPRECIATION FUND	38,000	19,000	38,000	43,750	43,750	38,000	38,000	-	0.00%
<b>Total Debt</b>	<b>\$ 93,718</b>	<b>\$ 19,000</b>	<b>\$ 93,718</b>	<b>\$ 99,540</b>	<b>\$ 99,540</b>	<b>\$ 93,790</b>	<b>\$ 93,790</b>	<b>\$-</b>	<b>0.00%</b>
	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
Salaries and Wages	\$ 687,621	\$ 399,728	\$ 799,456	\$ 668,908	\$ 675,620	\$ 934,672	\$ 978,100	\$ 43,428	6%
Operational	183,238	66,498	129,862	156,066	161,174	122,054	167,226	45,172	\$0
Capital	98,665	-	-	-	30,000	-	-	-	0%
Debt	\$ 93,718	\$ 19,000	\$ 93,718	\$ 99,540	\$ 99,540	\$ 93,790	\$ 93,790	\$-	-
<b>Total</b>	<b>\$1,063,241</b>	<b>\$ 485,226</b>	<b>\$ 1,023,036</b>	<b>\$ 924,514</b>	<b>\$ 966,334</b>	<b>\$ 1,150,516</b>	<b>\$ 1,239,116</b>	<b>\$ 88,600</b>	<b>9%</b>

# DPW&U: STREETS

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: STREETS

### MISSION

The mission of the Streets Division is to provide for the safe and efficient movement of traffic and pedestrians by maintaining and cleaning the City's streets, sidewalks, and curb and gutter in a manner that meets the high standards of the community.

### ACHIEVEMENTS

- Continued to provide quality street & sidewalk maintenance, and replaced 800 feet of sidewalk.
- Utilizing Grants received from the County Transportation Committee completed asphalt replacement on 1200 ft. of City Streets.

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

#### Exceptional Infrastructure

- Continue to provide quality street & sidewalk maintenance, and to replace 500 feet of sidewalk in FY 20-21.
- Obtain additional state funds for road maintenance.

### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	4	4	4	2	4	5.0	3.0	(2)
Part - Time	0	0	0	0	0	2	0	(2)
Total	4	4	4	2	4	7	3	(4)

### BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 243,027	\$ 158,234	\$ 316,468	\$ 130,254	\$ 208,477	\$ 332,235	\$ 183,903	\$ (148,333)	-45%
Operational	148,962	76,092	157,375	70,950	79,800	77,945	84,600	6,655	9%
Debt	-	-	57,039	71,299	41,260	14,260	14,260	-	0%
Capital	89,858	4,954	-	56,450	160,000	207,000	225,000	18,000	9%
<b>Total</b>	<b>\$ 481,847</b>	<b>\$ 239,280</b>	<b>\$ 530,882</b>	<b>\$ 328,953</b>	<b>\$ 489,537</b>	<b>\$ 631,440</b>	<b>\$ 507,763</b>	<b>\$ (123,678)</b>	<b>-25%</b>

The 2020 – 2021 Street Department budget has a total decrease of \$123,678 in departmental expenditures due to changes in personnel and in capital expenditures. Three employees have been reallocated to the Right of Way department.

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### CAPITAL REQUESTS

The Street Division budgeted \$225,000 for capital expenditures of which \$200,000 is designated to perform roadway repair which is partially offset by a grant from the LCTC in Revenues. The remaining funds of \$25,000 are for sidewalks.

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### DEBT SERVICE

The street division has of \$14,260 in debt services for the Depreciation payback for equipment bought through this fund.

## STREETS - 240470

FY 20/21

Salaries & Wages	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
50100 SALARIES	\$ 141,055	\$ 101,617	\$ 203,234	\$ 77,205	\$ 124,180	\$ 204,252	108,674	\$ (95,578)	-47%
50110 OVERTIME SALARIES	26,869	11,770	23,540	7,000	7,000	15,000	15,000	-	0%
50200 LABOR FOR SPECIAL	-	-	-	-	-	-	-	-	-
50220 OVERTIME FOR SPECIAL	467	-	-	-	-	-	-	-	-
50400 SOCIAL SECURITY	12,494	8,397	16,794	6,442	10,035	16,773	9,461	(7,312)	-44%
50500 SC RETIREMENT	23,238	16,191	32,382	11,418	17,591	31,594	19,058	(12,536)	-40%
50700 WORKMEN'S COMPENSAT	4,292	1,792	3,584	10,000	18,582	18,582	4,734	(13,848)	0%
50800 UNEMPLOYMENT CLAIMS	-	-	-	50	50	50	50	-	0%
51741 GROUP HEALTH INS.	34,407	18,356	36,712	18,023	30,852	45,678	26,763	(18,916)	-41%
51750 GROUP LIFE-SC RETIREMI	205	111	222	116	186	306	163	(143)	-47%
<b>Total</b>	<b>\$ 243,027</b>	<b>\$ 158,234</b>	<b>\$ 316,468</b>	<b>\$ 130,254</b>	<b>\$ 208,477</b>	<b>\$ 332,235</b>	<b>\$ 183,903</b>	<b>\$ (148,333)</b>	<b>-45%</b>

Operational Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
52100 OFFICE SUPPLIES	332	43	86	200	200	200	200	-	0%
52130 POSTAGE	173	87	174	100	150	150	150	-	0%
52190 CHEMICALS	2,611	3,659	7,318	3,000	3,000	3,000	5,000	2,000	67%
52195 MOSQUITO CONTROL	1,538	-	1,000	1,000	1,000	1,000	1,000	-	0%
52196 FERTILIZER & GRASS SEE	14	-	500	500	500	500	250	(250)	-50%
52210 CLEANING SUPPLIES	55	102	300	100	300	300	300	-	0%
52220 FUEL OIL LUBRICATION	19,787	8,803	17,606	25,000	30,000	25,000	18,000	(7,000)	-28%
52221 VEHICLE REPAIRS	16,166	31,203	62,406	10,000	10,000	10,000	15,000	5,000	50%
52222 VEH TIRE PURCHASE/REP.	1,476	698	1,396	1,900	1,900	1,500	2,000	500	33%
52223 VEHICLE MAINTENANCE	13,170	4,266	8,532	3,000	3,000	3,000	5,000	2,000	67%
52225 RADIO MAINT	-	-	-	200	200	200	200	-	0%
52226 EQUIPMENT Repairs	864	4,326	8,652	1,500	1,500	1,500	2,000	500	0%
52227 EQUIPMENT MAINTENANC	680	-	-	1,500	1,500	1,500	1,000	(500)	-33%
52228 EQUIPMENT TIRES	-	-	-	500	-	-	-	-	-
52240 SAFETY MATERIAL	1,621	1,894	3,788	1,000	1,500	1,500	1,500	-	0%
52254 SIGN MAINTENANCE	1,004	786	1,572	1,500	1,500	1,500	2,500	1,000	67%
52400 SMALL TOOLS EQUIPMEN	7,976	2,718	5,436	2,000	2,000	2,000	5,000	3,000	150%
52720 BLDG & GROUND MAINT.	865	160	320	500	500	500	500	-	0%
52726 STREET MAINTENANCE	67,058	1,237	2,474	10,000	10,000	10,000	10,000	-	0%
SAFETY CONSULTANT	3,000	2,385	4,770	-	3,000	3,000	3,000	-	-
53260 UNIFORMS	1,422	1,682	3,364	3,000	3,000	3,000	5,000	2,000	67%
53277 SOFTWARE MAINTENANC	700	-	3,595	-	-	3,595	2,500	(1,095)	-30%
53300 ADVERTISING LEGAL NOT	360	-	-	300	1,000	1,000	500	(500)	-50%
53620 GAS	2,889	300	600	550	550	500	750	250	50%
53630 POWER CONSUMED	536	254	508	1,600	1,600	1,600	1,000	(600)	-38%
53635 TELEPHONE	1,712	803	1,606	1,000	1,000	1,000	1,000	-	0%
54042 TRAVEL	-	21	42	250	150	150	500	350	233%
54050 INCIDENTAL EXPENSE	2,164	10,020	20,040	250	250	250	250	-	0%
54051 MEDICAL EXPENSES	789	645	1,290	500	500	500	500	-	0%
<b>Total</b>	<b>\$ 148,962</b>	<b>\$ 76,092</b>	<b>\$ 157,375</b>	<b>\$ 70,950</b>	<b>\$ 79,800</b>	<b>\$ 77,945</b>	<b>\$ 84,600</b>	<b>\$ 6,655</b>	<b>9%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 Capital - Equipment	\$ -	\$ -	\$ -	\$ 6,450	\$ 10,000	\$ 7,000	\$ -	\$ (7,000)	0%
55024 Capital - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
55041 Capital - Paving & Sidewalks	\$ 89,858	\$ 4,954	\$ 9,908	\$ 50,000	\$ 150,000	\$ 200,000	\$ 225,000	\$ 25,000	13%
55044 Capital - Facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total</b>	<b>\$ 89,858</b>	<b>\$ 4,954</b>	<b>\$ 9,908</b>	<b>\$ 56,450</b>	<b>\$ 160,000</b>	<b>\$ 207,000</b>	<b>\$ 225,000</b>	<b>\$ 18,000</b>	<b>9%</b>
<b>Debt Service/ Fund Transfers</b>									
56064 NOTE PMT - street sweeper	-	-	57,039	57,039	-	-	-	-	0%
56064 Note payment_caterpillar-backhoe	-	-	-	-	27,000	-	-	-	-
57250 Depreciation Fund	14,260	7,130	14,260	14,260	14,260	14,260	14,260	-	0%
<b>Total Debt</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,039</b>	<b>\$ 71,299</b>	<b>\$ 41,260</b>	<b>\$ 14,260</b>	<b>\$ 14,260</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>									
Salaries and Wages	\$ 243,027	\$ 158,234	\$ 316,468	\$ 130,254	\$ 208,477	\$ 332,235	\$ 183,903	\$ (148,333)	-45%
Operational	148,962	76,092	157,375	70,950	79,800	77,945	84,600	6,655	9%
Debt	-	-	57,039	71,299	41,260	14,260	14,260	-	0%
Capital	89,858	4,954	-	56,450	160,000	207,000	225,000	18,000	9%
<b>Total</b>	<b>\$ 481,847</b>	<b>\$ 239,280</b>	<b>\$ 530,882</b>	<b>\$ 328,953</b>	<b>\$ 489,537</b>	<b>\$ 631,440</b>	<b>\$ 507,763</b>	<b>\$ (123,678)</b>	<b>-25%</b>

# DPW&U: PARKS, RECREATION, LIBRARY, & CEMETERY

## DEPARTMENT OF PUBLIC WORKS: PARKS, RECREATION, LIBRARY, AND CEMETERY

### MISSION

The mission of the Parks & Recreation Division is to provide a safe and enjoyable use of public properties by maintaining and cleaning the City's parks, library, and Rosemont Cemetery in a manner that meets the high standards of the community.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Continued to provide quality park maintenance.</li> <li>Provided maintenance for Rosemont Cemetery.</li> <li>Repaired and upgraded Pinehaven Street Park equipment.</li> <li>Obtained a PRT grant for Equipment replacement in Pine Street Park.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Used TD Green Streets awards to replant Pinehaven Street Park in cooperation with School District students.</li> </ul>

### PERFORMANCE MEASURES

#### PRCL MEASURES

Measure	FY15	FY16	FY17	FY18	FY19
Parks Acreage (Open)	22.4	26.9	26.9	26.9	26.9
Park Acreage per 1000 Residents	2.6	3.11	3.11	3.11	3.11
Parks Under Development or Held for Future Growth	4	5	5	5	6
Park Acreage Under Development or Held for Future Growth	93.3	88.8	88.8	88.8	258.8
Libraries	1	1	1	1	1
Publicly Owned Cemeteries	1	1	1	1	1
National Avg. Park Acreage per 1000 Residents	12.9	12.9	12.9	12.9	12.9

*\*Parks under development include Recreation Park, Sterilite Park, Miller's Fork Greenway, and Martha Dendy Park, and Lydia Center Park.*

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Continue to upgrade and provide quality park maintenance.</li> <li>Provide maintenance for Rosemont Cemetery.</li> <li>Improve park safety and appearance by replacing park signage, identifying safety issues, preparing plans to address them, and completing plans for two parks.</li> <li>Complete Clean Up of Lydia Village Green.</li> <li>Mulch all parks with playground mulch and eliminate sand in play areas.</li> <li>Install borders as needed and replace some equipment in most Parks.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>Seek community assistance to beautify all parks.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21
			Year End Projections	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase
Full - Time	3	2	2	1	3	1	1	0
Part - Time	0	0	0	4	4	0	0	0
<b>Total</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>0</b>

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage Difference
			Year End Projections	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	
Salaries and Wages	\$ 169,816	\$ 66,908	\$ 133,816	\$ 93,043	\$ 185,210	\$ 90,227	\$ 57,762	\$ (32,465)	-18%
Operational	321,419	143,545	282,147	263,048	293,448	290,025	285,625	(4,400)	-1%
Capital	19,693	930	411,430	433,000	433,000	450,000	430,000	(20,000)	
<b>Total</b>	<b>\$ 510,928</b>	<b>\$ 211,383</b>	<b>\$ 827,393</b>	<b>\$ 789,091</b>	<b>\$ 911,658</b>	<b>\$ 830,252</b>	<b>\$ 773,387</b>	<b>\$ (56,865)</b>	<b>-6%</b>

The 2020 – 2021 Parks, Recreation, Library and Cemetery budget has a total decrease of \$56,865 in expenditures from last year primarily due to decreased funding for the reallocation of part time employees to Right of Way.

## CAPITAL REQUESTS

The Parks & Recreation Division requests capital funding of \$450,000 for the following:

- \$400,000 – Partial payment for the development of recreational park facility.
- \$30,000 – Replacement of playground equipment and upgrades of parks.

## DEBT SERVICE

There is no debt service currently budgeted in the Parks/Recreation/Library/Cemetery Division.

## PARKS, RECREATION, LIBRARY &amp; CEMETERY 240471

FY 20/21

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 101,874	\$ 44,784	\$ 89,568	\$ 66,596	\$ 123,470	\$ 52,022	35,684	\$ (16,338)	-31%
50110 OVERTIME SALARIES	15,518	4,995	9,990	1,000	1,000	5,000	5,000	-	0%
50200 LABOR FOR SPECIAL	-	-	-	-	-	-	-	-	-
50220 OVERTIME FOR SPECIAL	2,194	-	-	-	-	-	-	-	-
50400 SOCIAL SECURITY	9,065	3,150	6,300	5,171	9,522	4,362	3,112	(1,250)	-29%
50500 SC RETIREMENT	14,586	6,242	12,484	9,166	16,691	8,217	5,863	(2,354)	-29%
50700 WORKMENS COMPENSATI UNEMPLOYMENT CLAIMS	3,701	1,546	3,092	5,000	10,540	10,540	1,552	(8,988)	0%
51741 GROUP HEALTH INS.	22,650	6,091	12,182	6,008	23,800	10,000	6,490	(3,510)	-35%
51750 GROUP LIFE-SC RETIREMI	228	100	200	101	187	86	61	(25)	-29%
<b>Total</b>	<b>\$ 169,816</b>	<b>\$ 66,908</b>	<b>\$ 133,816</b>	<b>\$ 93,043</b>	<b>\$ 185,210</b>	<b>\$ 90,227</b>	<b>\$ 57,762</b>	<b>\$ (32,465)</b>	<b>-36%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	-	-	-	25	25	25	25	-	0%
52210 CLEANING SUPPLIES	28	28	56	100	-	-	100	100	0%
52220 FUEL OIL LUBRICATION	892	38	76	3,500	1,500	1,000	1,000	-	0%
52221 VEHICLE REPAIRS	353	-	-	1,500	1,000	1,000	1,000	-	0%
52222 VEH TIRE PURCHASE/REP.	-	16	32	500	500	500	500	-	0%
52223 VEHICLE MAINTENANCE	554	263	526	500	500	500	500	-	0%
52225 RADIO MAINT	-	-	-	-	-	-	-	-	0%
52226 EQUIPMENT REPAIRS	3,875	942	1,884	-	-	-	1,000	1,000	-
52227 EQUIPMENT MAINTENAN	275	-	-	-	-	-	300	300	-
52228 EQUIPMENT TIRES	192	-	-	-	-	-	-	-	-
52240 SAFETY MATERIAL	504	-	-	500	500	500	200	(300)	-60%
52400 SMALL TOOLS EQUIPMEN	3,501	1,548	3,096	1,500	1,500	1,500	1,500	-	0%
52720 BLDG & GROUND MAINT.	6,233	6,480	12,960	2,000	2,000	2,000	4,000	2,000	100%
52727 PARK MAINTENANCE	46,754	7,816	20,000	20,000	20,000	20,000	20,000	-	0%
52930 PARKS	-	-	7,497	-	-	-	-	-	0%
52940 UPTOWN BEAUTIFICATIO SAFETY CONSULTANT	5,701	1,090	6,000	6,000	6,000	6,000	6,000	-	0%
53260 UNIFORMS	741	94	1,500	1,500	1,500	1,500	500	(1,000)	-67%
53440 TREES	-	-	-	4,173	4,173	-	-	-	0%
53620 GAS	-	-	-	-	-	-	-	-	0%
53630 POWER CONSUMED	20,073	10,260	20,520	12,500	12,500	12,500	8,000	(4,500)	-36%
53635 TELEPHONE	-	-	-	-	-	-	-	-	-
53722 GILLIAM CENTER	468	-	8,000	8,000	8,000	8,000	8,000	-	0%
53740 CLINTON LIBRARY MAINI	18,250	9,970	20,000	20,000	20,000	20,000	20,000	-	0%
53910 YMCA - CITY PROGRAM	210,000	105,000	180,000	180,000	210,000	210,000	210,000	-	0%
54041 TRAINING	25	-	-	600	600	1,000	-	(1,000)	-
54042 TRAVEL	-	-	-	150	150	1,000	-	-	0%
<b>Total</b>	<b>\$ 321,419</b>	<b>\$ 143,545</b>	<b>\$ 282,147</b>	<b>\$ 263,048</b>	<b>\$ 293,448</b>	<b>\$ 290,025</b>	<b>\$ 285,625</b>	<b>(4,400)</b>	<b>-2%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAP OUTLAY-EQUIP/parks	-	-	10,500	33,000	33,000	50,000	30,000	(20,000)	0%
55024 CAP OUTLAY-VEHICLES	-	-	-	-	-	-	-	-	0%
55057 CAP OUTLAY-Grant	-	930	930	-	-	-	-	-	0%
55044 CAP OUTLAY-FACILITY	19,693	-	400,000	400,000	400,000	400,000	400,000	-	4000%
<b>Total</b>	<b>\$ 19,693</b>	<b>\$ 930</b>	<b>\$ 411,430</b>	<b>\$ 433,000</b>	<b>\$ 433,000</b>	<b>\$ 450,000</b>	<b>\$ 430,000</b>	<b>\$ (20,000)</b>	<b>-4%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
Salaries and Wages	\$ 169,816	\$ 66,908	\$ 133,816	\$ 93,043	\$ 185,210	\$ 90,227	\$ 57,762	\$ (32,465)	-18%
Operational	321,419	143,545	282,147	263,048	293,448	290,025	285,625	(4,400)	-1%
Capital	19,693	930	411,430	433,000	433,000	450,000	430,000	(20,000)	-
<b>Total</b>	<b>\$ 510,928</b>	<b>\$ 211,383</b>	<b>\$ 827,393</b>	<b>\$ 789,091</b>	<b>\$ 911,658</b>	<b>\$ 830,252</b>	<b>\$ 773,387</b>	<b>\$ (56,865)</b>	<b>-6%</b>

# DCD: MUSEUM

## DEPARTMENT OF COMMUNITY DEVELOPMENT: MUSEUM

### MISSION

The mission of the Clinton Museum is to protect, preserve, and interpret the history of the City of Clinton for the education, enjoyment, and inspiration of the public. The Clinton Museum endeavors to collect artifacts and other items relevant to the history of the City of Clinton and the neighboring areas, to conserve those items through accepted management practices, to communicate the history of our community to the public through a variety of means and to celebrate the rich history of Clinton that continue to mold and shape our community.

### ACHIEVEMENTS

First Class City

- Completed an inventory of Museum artifacts, and returned requested items to donors.

### PERFORMANCE MEASURES

#### MUSEUM OPERATIONS MEASURES

Measure	FY14	FY15	FY16	FY17
Museum Annual Operating Hours	168	455 hours	455 hours	87 hours
Museum Annual Attendance	689	857	825	160
Cost to Operate Per Visitor	\$35.58	\$37.96	\$73.01	\$69.48
Grants Applied For	10	2	0	0
Grants Awarded	0	0	0	0

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

First Class City

- Move the museum to the Bailey Municipal Center Welcome Center area.

### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	0	0	0	0	0	0	0	0
Part - Time	2	2	2	1	1	1	1	0
Total	2	2	2	1	1	1	1	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ -	\$ -	\$ -	\$ 15,458	\$ 15,772	\$ 15,772	\$ 15,772	\$ -	0%
Operational	1,373	-	-	18,375	9,475	9,475	9,475	-	0%
Capital	-	-	-	10,000	-	-	-	-	0%
<b>Total</b>	\$ 1,373	\$ -	\$ -	\$ 43,833	\$ 25,247	\$ 25,247	\$ 25,247	\$ -	0%

The Museum Budget remained stable.

## CAPITAL REQUESTS

The Museum has no capital fund requests for FY 20-21.

## DEBT SERVICE

The Museum has no existing debt.

**MUSEUM 260476** **FY 20/21**

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ -	\$ -	\$ -	\$ 12,977	\$ 12,977	\$ 12,977	\$ 12,977	\$ -	0%
50400 SOCIAL SECURITY	-	-	-	986	986	986	986	-	0%
50500 SC RETIREMENT	-	-	-	1,426	1,740	1,740	1,740	-	0%
50700 WORKMENS COMPENSAT	-	-	-	50	50	50	50	-	0%
51750 GROUP LIFE-SC RETIREMI	-	-	-	19	19	19	19	-	0%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,458</b>	<b>\$ 15,772</b>	<b>\$ 15,772</b>	<b>\$ 15,772</b>	<b>\$ -</b>	<b>0%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	-	-	-	-	-	-	-	-	0%
52210 CLEANING SUPPLIES	-	-	-	150	150	150	150	-	0%
52720 BLDG & GROUND MAINT.	284	-	-	10,000	5,000	5,000	5,000	-	0%
53260 UNIFORMS	-	-	-	100	-	-	-	-	0%
53620 GAS	564	-	-	900	300	300	300	-	0%
JANITORIAL SERVICES	-	-	-	-	-	-	-	-	-
53624 ALARM SYSTEMS	212	-	-	500	500	500	500	-	0%
53630 POWER CONSUMED	313	118	236	5,000	1,800	1,800	1,800	-	0%
53635 TELEPHONE	-	-	-	225	225	225	225	-	0%
53950 CULTURAL MUSEUM	-	-	-	-	-	-	-	-	-
54040 MEMBERSHIP DUES	-	-	-	500	500	500	500	-	0%
54041 EMPLOYEE TRAINING	-	-	-	500	500	500	500	-	0%
54042 TRAVEL	-	-	-	500	500	500	500	-	0%
<b>Total</b>	<b>\$ 1,373</b>	<b>\$ 118</b>	<b>\$ 236</b>	<b>\$ 18,375</b>	<b>\$ 9,475</b>	<b>\$ 9,475</b>	<b>\$ 9,475</b>	<b>\$ -</b>	<b>\$ -</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55044 Capital-Facilities	-	-	-	10,000	-	-	-	-	0%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
Salaries and Wages	\$ -	\$ -	\$ -	\$ 15,458	\$ 15,772	\$ 15,772	\$ 15,772	\$ -	0%
Operational	1,373	-	-	18,375	9,475	9,475	9,475	-	0%
Capital	-	-	-	10,000	-	-	-	-	0%
<b>Total</b>	<b>\$ 1,373</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,833</b>	<b>\$ 25,247</b>	<b>\$ 25,247</b>	<b>\$ 25,247</b>	<b>\$ -</b>	<b>0%</b>

# DCD: INSPECTIONS & PLANNING

## DEPARTMENT OF COMMUNITY DEVELOPMENT: INSPECTIONS & PLANNING

### MISSION

The mission of the Office of Inspections & Planning is to promote sustainable and high quality development and protect the lives and property of our citizens within the City of Clinton through the implementation and management of services such as planning, zoning, land development, building code compliance, property management and maintenance code compliance, architectural and construction review and building inspections which insure compliance with applicable local, state, federal and international building codes and practices.

### ACHIEVEMENTS

First Class City	<ul style="list-style-type: none"> <li>• Worked closely with developers to implement the rehabilitation of many dilapidated, vacant, or abandoned buildings in the downtown business district</li> <li>• Developed a new comprehensive plan.</li> <li>• Worked with Muni-Code to recodify current city code.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>• Continued to pursue the demolition of dilapidated properties and demolished 19 properties during FY 18.</li> <li>• Developed a Demolition Payment Plan.</li> </ul>

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new and objectives for the next fiscal year.

Promote Community Development	<ul style="list-style-type: none"> <li>• Continue with certifications by Inspection Department Personnel</li> <li>• Continue to pursue the demolition of dilapidated properties.</li> <li>• Continue with certifications by Inspection Department Personnel</li> <li>• Reinforcement of personal responsibilities for property maintenance on our citizens and home owners.</li> <li>• Continue to identify key blighted structures and focus efforts on resolving those cases.</li> </ul>
Grow the Economy	<ul style="list-style-type: none"> <li>• Continue to develop and market empty uptown buildings.</li> </ul>

## PERFORMANCE MEASURES

### INSPECTIONS & PLANNING MEASURES

Measure	FY15	FY16	FY17	FY18	FY19
Building Permits Issued	172	76	149	201	193
Demolition Permits issued	5	2	2	3	2
Total Construction Cost / Investment	\$3,639,285	\$13,913,313	\$9,043,228	\$22,007,197	\$14,130,179
Total Permit Fees	\$18,512	\$56,569	\$48,023	\$93,917	\$43,888
Number of Construction Inspections	300	67	23	157	165
Number of Occupancy Inspections	212	326	266	456	435
Number of Commercial Construction Inspections	17	55	17	8	4
Number of Temporary Cert. of Occupancy Issued	163	102	213	145	202
Number of Administrative Cert. of Occupancy Issued	499	131	458	124	174
Total Cert. of Occupancy Fees Collected	\$12,575	\$11,905	\$13,334	\$12,567	\$9,665
Structures Demolished	19	23	23	20	22
Sign Violations	64	55	82	75	64
Significant Code Violations Investigated	26	477	400	405	390
Code Enforcement Court Cases	6	27	13	5	0
Zoning Cases	40	14	26	2	1
Planning Cases	21	6	7	4	4
Business License Issued	200	463	548	509	501
Cost of Service Per Citizen	\$25.96	\$27.92	28.40	28.40	30.76

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase		
Full - Time	3	3	3	2	2	3	3	0		
Part - Time	0	0	0	0	0	0	0	0		
Total	3	3	3	2	2	3	3	0		

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference		
Salaries and Wages	\$ 150,945	\$ 105,110	\$ 210,220	\$ 149,942	\$ 149,966	\$ 200,512	\$ 207,515	\$ 7,003	3%		
Operational	119,420	73,523	97,378	95,350	115,700	81,500	93,250	11,750	14%		
Capital	-	-	-	-	-	-	30,000	30,000	0%		
Total	\$ 270,365	\$ 178,633	\$ 307,598	\$ 245,292	\$ 265,666	\$ 282,012	\$ 330,765	\$ 48,753	17%		

The Inspections and Planning budget increased from FY 2019-2020 to FY 2020-2021 by \$48,753 due to the increase Planning Administration by \$4,500 and in Capital for a vehicle.

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#### CAPITAL FUNDING

The Office of Inspections & Planning has \$30,000 in capital request funding for the fiscal year for the purchase of a vehicle to replace an old vehicle.

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#### DEBT SERVICE

The Office of Inspections & planning has no existing debt.

**PLANNING & INSPECTIONS - 260480** **FY 20/21**

#REF!

	2018-2019	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 105,117	\$ 73,620	\$ 147,240	\$ 110,563	\$ 110,563	\$ 144,608	146,628	\$ 2,020	1%
50400 SOCIAL SECURITY	7,534	5,406	10,812	8,458	8,458	11,063	11,217	155	1%
50500 SC RETIREMENT	14,121	11,241	22,482	14,992	14,826	20,838	22,595	1,757	8%
50700 WORKMENS COMPENSAT	8,408	3,510	7,020	6,500	6,500	7,000	2,579		
50800 UNEMPLOYMENT CLAIMS	-	-	-	-	-	-	-	-	0%
51741 GROUP HEALTH INS.	15,597	11,240	22,480	9,296	9,486	16,830	24,320	7,490	45%
51750 GROUP LIFE-SC RETIREMI	168	93	186	133	133	174	176	2	1%
<b>Total Wages</b>	<b>\$ 150,945</b>	<b>\$ 105,110</b>	<b>\$ 210,220</b>	<b>\$ 149,942</b>	<b>\$ 149,966</b>	<b>\$ 200,512</b>	<b>\$ 207,515</b>	<b>\$ 7,003</b>	<b>\$ 0</b>

	2018-2019	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	842	951	1,902	400	400	400	800	400	100%
52120 PRINTER LEASE	2,288	938	1,876	1,200	1,200	1,200	1,200	-	0%
52125 PRINTING EXPENSE	-	184	368	500	250	500	750	250	50%
52130 POSTAGE	1,016	1,220	2,440	500	500	500	1,500	1,000	200%
52210 CLEANING SUPPLIES	-	-	-	-	-	-	-	-	0%
52220 FUEL OIL LUBRICATION	1,568	1,820	3,640	3,100	2,500	3,000	3,000	-	0%
52221 VEHICLE REPAIRS	376	-	-	1,000	1,000	1,000	1,000	-	0%
52222 VEH TIRE PURCHASE/REP.	-	26	52	500	500	500	500	-	0%
52223 VEHICLE MAINTENANCE	23	16	32	600	600	600	600	-	0%
RADIO MAINT	-	-	-	-	-	-	-	-	0%
52720 BLDG & GROUND MAINT.	448	443	886	-	300	300	500	200	0%
52725 EQUIP Maintenance	-	1,922	3,844	-	-	-	-	-	-
53030 PROF SERVICES-ENGINEER	-	-	5,000	2,500	2,500	3,000	3,000	-	0%
Comprehensive Plan/Municod	21,264	-	-	-	17,000	-	-	-	-
53260 UNIFORMS	1,057	982	1,964	800	800	1,200	1,200	-	0%
53277 SOFTWARE MAINTENANC	-	-	-	2,000	2,000	-	2,000	2,000	0%
53300 ADVERTISING LEGAL NOT	590	80	202	500	500	-	500	500	0%
TREES	1,600	-	-	-	-	2,000	2,000	-	0%
53555 BOND INSURANCE	-	-	-	200	200	-	200	200	0%
53623 UTILITIES PURCHASED	1,960	39	78	2,600	500	-	-	-	0%
53630 POWER CONSUMED	1,098	1,045	2,090	6,000	6,000	-	-	-	0%
53635 TELEPHONE	2,834	1,374	2,748	4,000	3,000	3,000	3,000	-	0%
53800 CODE ENFORCEMENT	49,644	34,400	34,400	33,000	40,000	33,000	33,000	-	0%
54040 MEMBERSHIP DUES	300	155	500	500	500	500	1,000	500	100%
54041 EMPLOYEE TRAINING	3,039	1,439	2,878	2,500	2,500	2,000	3,000	1,000	50%
54042 TRAVEL	921	1,002	2,004	2,000	2,000	2,000	3,000	1,000	50%
54050 INCIDENTAL EXPENSE	1,667	103	590	250	250	300	500	200	67%
54052 CODE BOOKS ETC	1,507	-	-	700	700	1,000	1,000	-	0%
54053 LOT CLEARING	25,378	25,384	25,384	25,000	25,000	25,000	25,000	-	0%
55400 PLANNING ADMINISTRAT	-	-	4,500	5,000	5,000	500	5,000	4,500	900%
<b>Total</b>	<b>\$ 119,420</b>	<b>\$ 73,523</b>	<b>\$ 97,378</b>	<b>\$ 95,350</b>	<b>\$ 115,700</b>	<b>\$ 81,500</b>	<b>\$ 93,250</b>	<b>\$ 11,750</b>	<b>14%</b>

	2018-2019	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
5023 Capital Equipment	-	-	-	-	-	-	-	-	0%
5024 Capital- Vehicles	-	-	-	-	-	-	30,000	30,000	0%
5044 Capital-Facilities	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>	<b>0%</b>

	2018-2019	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
Salaries and Wages	\$ 150,945	\$ 105,110	\$ 210,220	\$ 149,942	\$ 149,966	\$ 200,512	\$ 207,515	\$ 7,003	3%
Operational	119,420	73,523	97,378	95,350	115,700	81,500	93,250	11,750	14%
Capital	-	-	-	-	-	-	30,000	30,000	0%
<b>Total</b>	<b>\$ 270,365</b>	<b>\$ 178,633</b>	<b>\$ 307,598</b>	<b>\$ 245,292</b>	<b>\$ 265,666</b>	<b>\$ 282,012</b>	<b>\$ 330,765</b>	<b>\$ 48,753</b>	<b>17%</b>

# OCM: ACCOMMODATIONS

## OFFICE OF CITY MANAGER: ACCOMMODATIONS

ACCOMMODATIONS TAX- 220490								FY 20/21	
	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
54700 GENERAL FUND ALLOCATION	25,000	-	25,000	12,255	12,255	12,255	12,255	-	0.00%
54701 GENERAL FUND-5%	-	-	2,250					-	0.00%
54702 PROMOTION FUND-30%	-	-	13,500					-	0.00%
54703 TOURISM	34,520	-	29,250	28,595	28,595	28,595	28,595	-	0.00%
<b>Total</b>	<b>\$ 59,520</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 40,850</b>	<b>\$ 40,850</b>	<b>\$ 40,850</b>	<b>\$ 40,850</b>	<b>\$ -</b>	





# City of Clinton Annual Budget

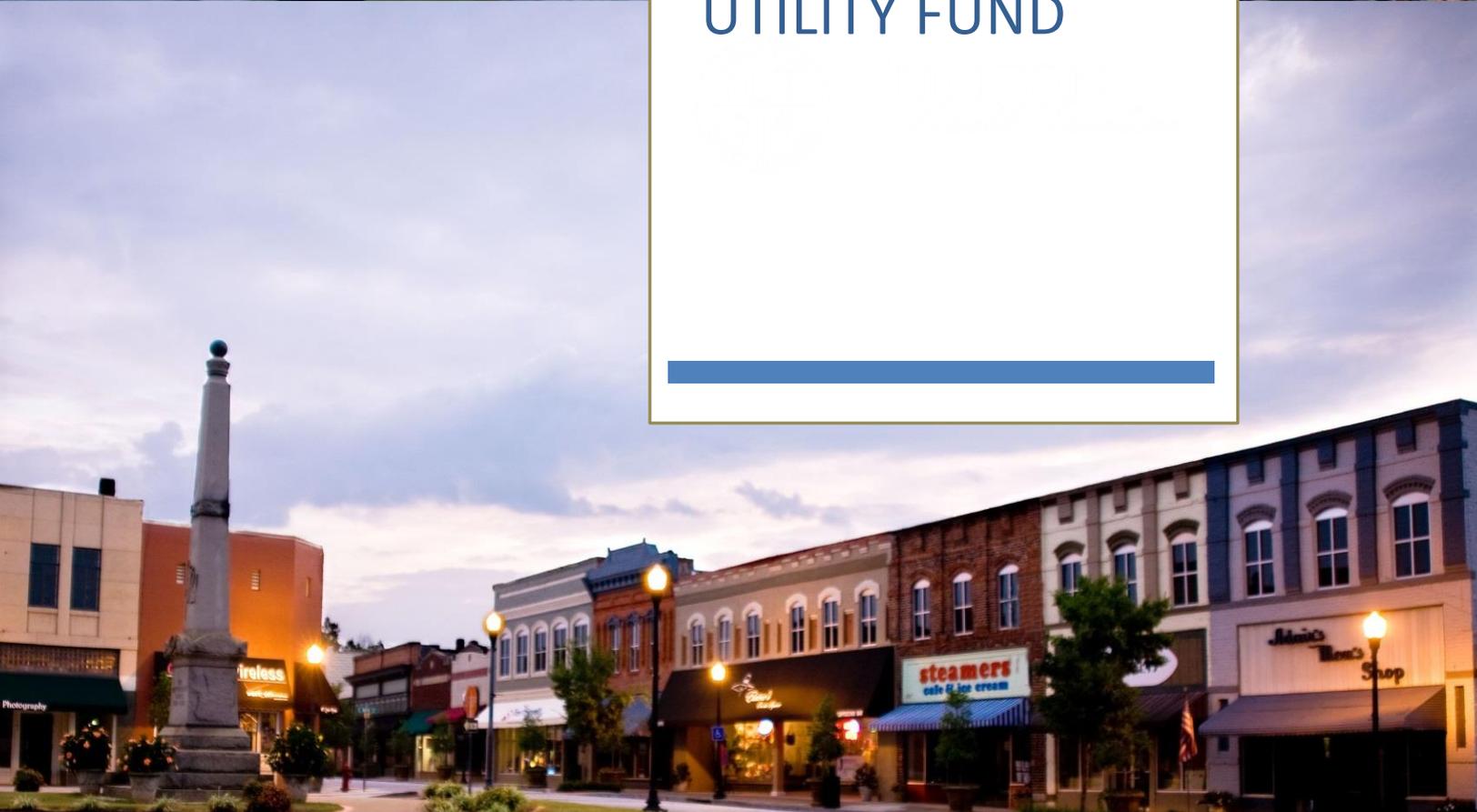
Fiscal Year  
2020-2021



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## UTILITY FUND

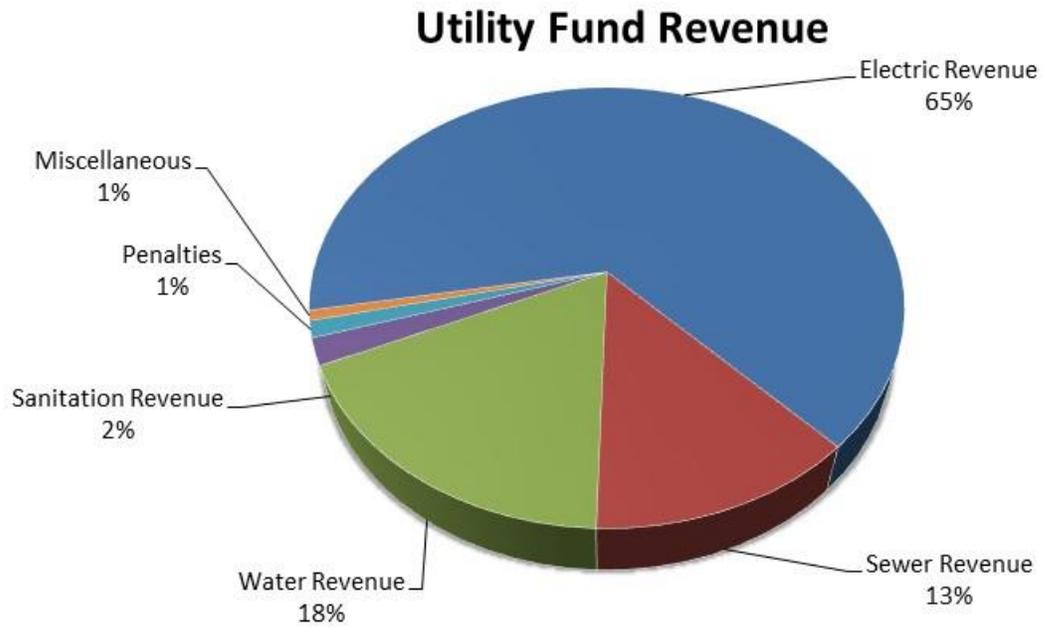
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# UTILITY FUND SUMMARY

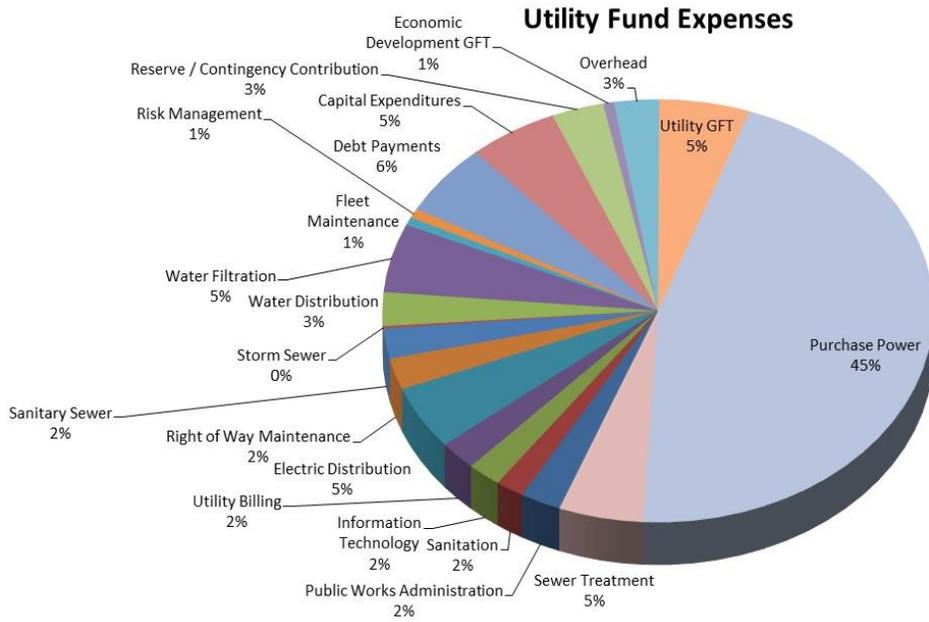
## UTILITY FUND REVENUE SUMMARY



Utility Fund Revenue		FY 20/21
Electric Revenue	\$	15,842,472
Sewer Revenue	\$	3,068,646
Water Revenue	\$	4,285,752
Sanitation Revenue	\$	475,156
Penalties	\$	295,000
Miscellaneous	\$	197,506
<b>Total</b>	<b>\$</b>	<b>24,164,532</b>

Utility Fund Revenue										FY 20/21	
	2017-2018 Approved Budget	2018-2019 Actual	Through December 2019	Year End Projections 2020	2018-2019 Approved Budget	2019-2020 Requested Budget	2020-2021 Requested Budget	Requested Increase	Percentage Difference		
41100 Electric Revenue	\$ 16,201,267	\$ 15,317,808	\$ 8,340,420	\$ 16,680,840	\$ 16,206,393	\$ 16,206,393	\$ 15,842,472	\$ (363,921)	-2.25%		
41200 Sewer Revenue	2,463,502	2,294,032	1,241,853	2,483,706	2,552,456	2,742,013	2,914,711	172,698	6.30%		
41201 Sewer Tap Fees	2,100	4,200	3,600	1,400	2,100	2,100	2,100	-	0.00%		
41250 Sewer I & I	186,525	147,501	73,653	147,306	151,835	151,835	151,835	-	0.00%		
41300 Water Revenue	3,214,451	3,230,339	1,843,382	3,686,764	3,636,120	3,961,790	4,276,152	314,362	7.93%		
41301 Water Tap Fees	6,000	5,800	6,875	2,500	6,000	6,000	6,000	-	0.00%		
41430 DSM reimbursement	-	-	-	-	20,000	20,000	20,000	-	-		
41310 Fire Protection Charges	3,600	-	-	-	3,600	3,600	3,600	-	0.00%		
44510 Residential Garbage	335,227	366,945	205,434	410,868	312,231	406,812	420,840	14,028	-		
44550 Commercial Roll Out	72,738	31,314	18,197	36,394	-	35,145	36,707	1,562	-		
44400 Garbage Containers	3,500	3,892	2,550	5,100	-	2,424	2,609	185	-		
44530 Sanitation Services Contract GF	21,000	-	-	-	-	15,000	15,000	-	-		
Trfr from GF for Sanitation	262,359	-	-	-	-	-	-	-	-		
41400 Penalties Collected	295,000	238,328	130,571	261,142	295,000	295,000	295,000	-	0.00%		
41420 Miscellaneous Revenue	45,000	64,560	69,741	139,482	45,000	45,000	54,566	9,566	21.26%		
41500 Material & Equipment Sales	10,000	736	35	5,000	10,000	10,000	10,000	-	0.00%		
41600 Customer Connections	35,000	41,035	26,075	52,150	35,000	35,000	45,000	10,000	28.57%		
41610 Yard Light Installations	-	-	-	-	-	-	-	-	0.00%		
41700 Cable Vision - Pole Rental	8,000	57,740	57,740	57,740	12,000	12,000	57,740	45,740	381.17%		
41700 ATT - Pole Rental	1,600	8,577	4,289	4,289	1,600	1,600	4,200	2,600	162.50%		
44190 Sale of Equipment	5,000	-	-	-	5,000	5,000	5,000	-	0.00%		
44315 Grants	-	282,742	-	250,000	-	-	-	-	0.00%		
44300 Interest Income	1,000	115,740	40,000	40,000	1,000	1,000	1,000	-	0.00%		
44600 FEMA ASSISTANCE	-	15,769	-	70,000	-	-	-	-	-		
Interdepartmental sales	-	303,845	160,442	320,884	-	-	-	-	0.00%		
<b>TOTAL</b>	<b>\$ 23,172,868</b>	<b>\$ 22,530,903</b>	<b>\$ 12,224,857</b>	<b>\$ 24,264,681</b>	<b>\$ 23,295,334</b>	<b>\$ 23,957,712</b>	<b>\$ 24,164,531</b>	<b>\$ 206,819</b>	<b>0.86%</b>		

**UTILITY FUND EXPENSES SUMMARY**



Utility Fund Expenses		FY 20/21
Public Works Administration	\$	574,573
Sanitation	\$	404,124
Information Technology	\$	478,521
Utility Billing	\$	537,930
Electric Distribution	\$	1,176,810
Right of Way Maintenance	\$	578,374
Sanitary Sewer	\$	559,994
Storm Sewer	\$	40,600
Water Distribution	\$	620,639
Water Filtration	\$	1,266,520
Fleet Maintenance	\$	148,808
Risk Management	\$	168,865
Debt Payments	\$	1,330,828
Capital Expenditures	\$	1,274,011
Reserve / Contingency Contribut	\$	738,489
Economic Development GFT	\$	150,000
Overhead	\$	639,793
Utility GFT	\$	1,284,361
Purchase Power	\$	10,991,290
Sewer Treatment	\$	1,200,000
<b>Total</b>	<b>\$</b>	<b>24,164,532</b>

# UTILITY FUND REVENUE DETAIL

## ELECTRIC REVENUE

All utility rates were based on a cost of service study by GDS & Associates. The City of Clinton is a member city of the Piedmont Municipal Power Agency. The City serves approximately 4,500 electric customers. The electric rates for the City of Clinton are listed below:

### RESIDENTIAL RATE

Basic Facilities Charge – per month:	\$20.00
Energy Charge – per kwh:	\$0.1380
DSM Energy charges—per kwh:	\$0.13524

### ELECTRIC GENERAL SERVICE

Basic Facilities Charge – per month:	\$32.65
Demand Charge	
First 10 kw of billing demand:	\$0.00
Over 10 kw of billing demand:	\$9.25
Energy Charge – per kwh	
First 3,000 kwh:	\$0.1831
Over 3,000 kwh:	\$0.1037

### ELECTRIC LARGE GENERAL SERVICE

Basic Facilities Charge – per month:	\$46.08
Demand Charge	
First 10 kw of billing demand:	\$0.00
Over 10 kw of billing demand:	\$13.65
Energy Charge – per kwh	
For the first 125 kw of billing demand	
First 3,000 kwh	\$0.2000
Next 87,000 kwh	\$0.1034
Over 90,000 kwh	\$0.0620
For the next 275 kw over kw of billing demand	
First 140,000 kwh	\$0.0935
Next 60,000 kwh	\$0.0836
Over 200,000 kwh	\$0.0755
For all over 400 kw per kw of billing demand	
First 1,000,000 kwh	\$0.0740

## SEWER REVENUE

The City of Clinton serves approximately 4,000 sewer customers. The sewer rate is based on the amount of water sold to the customer, the geographic location of the customer within the system, and includes three components: 1.) a readiness to serve charge; 2.) a collection charge; and 3.) a treatment charge. The readiness to serve charge and the collection charge are designed to recover the cost associated with the operations and maintenance of the system. The treatment charge is passed through to the customer at the rate that the Laurens County Water & Sewer Commission, which treats the city's sewer by contract, charges the city per thousand gallons.

Charge Type	Inside City Customer	Outside City Customer	Lydia Customers-LCWSC
<i>Readiness to Serve Charge (Minimum Bill)</i>	\$ 10.90	\$ 16.35	\$ 9.00
<i>Wastewater Collection Charge - per 1,000 gallons</i>	\$ 3.66	\$ 5.49	\$ 3.76
<i>Wastewater Treatment Charge - per 1,000 gallons</i>	\$ 4.87	\$ 4.87	\$ 4.87
<b>Total Monthly Charge - per 1,000 gallons (does not include Readiness to Serve Charge)</b>	<b>\$ 8.53</b>	<b>\$ 10.36</b>	<b>\$ 8.63</b>

### Sewer Tap Fees

The City of Clinton charges a fee for allowing a customer to connect to our sewer system. These fees are based solely on the size of the tap.

Tap Size	Inside City Customer	Outside City Customer
<i>4 inch tap</i>	\$800.00	\$1,150.00
<i>Over 4 inch tap</i>	Cost	Cost + 50 %

### Sewer I & I

The City of Clinton charges all customers an Inflow & Infiltration fee to repair old sewer and storm drains to reduce the amount of rain water that enters into sanitary sewer lines, which in turn increases sewer treatment expenses.

<b>Residential Sewer Customer</b>	\$3.00 Per month
<b>Institutional Sewer Customer</b>	\$8.00 per month
<b>Commercial Sewer Customer</b>	\$3.00 Per month plus \$0.0005 per gallon of metered water

### New Large Sewer Rate Rider

The NLSR rider allows financial incentives for new large sewer customers who use in excess of 600,000 gallons per month who agree to join the city of Clinton Utility System, if approved by City Council. The rider provides a Ten Year discount plan as follows:

	Years 1-5	Year 6	Year 7	Year 8	Year 9	Year 10
<b>Base Customer Charge</b>	100%	0%	0%	0%	0%	0%
<b>Sewer Collection Charge</b>	100%	100%	80%	60%	40%	20%
<b>I and I* Base Charge</b>	100%	0%	0%	0%	0%	0%
<b>I and I Surcharge</b>	100%	50%	50%	50%	50%	50%
<b>Sewer Treatment Charge</b>	0%	0%	0%	0%	0%	0%

\*I & I refers to Sewer  
Infiltration & Inflow

### Sewer Treatment Surcharge

During 2014, the City of Clinton entered in a voluntary sewer consent order with the South Carolina Department of Health and Environmental Control due to excessive Sanitary Sewer Overflows. The overflows were primarily caused by system clogs due to fats, oils, grease, and tree roots and the fact that a significant amount of inflow and infiltration was overwhelming the system. In some cases, the city was billed for treating more sewer than the water treatment plant could produce in water into the system. The cost of treatment fluctuated based on weather and other factors requiring the city to dip into funds reserved for system maintenance to pay the treatment charges received from the city's third party sewer treatment vendor. In order to make the system financially viable, stabilize revenue, and ensure that funding is available for system improvement, the FY 16 budget included a "Treatment Cost Adjustment Charge" (TCA). The TCA is calculated every six months based on the cost of treatment and a surcharge is assessed on each sewer bill per 1,000 gallons to make up for any shortfalls between what is collected by the volumetric treatment rate and what is charged for treatment. In the event that the treatment rate collects more revenue than is billed, the TCA contains a mechanism for refunding the customers.

### WATER REVENUE FY 20-21

The City of Clinton serves approximately 4,000 water customers within three different categories – Inside the City; Outside the City with Power; and Outside the City without Power. The Readiness to Serve Charge is based on the size of the meter which is the minimum that will be billed, as shown in the chart below:

Meter Size	Inside City Customer	Outside City Customer
<b>¾" or smaller</b>	\$15.00	\$27.00
<b>1"</b>	32.75	60.02
<b>1 ½"</b>	56.45	105.46
<b>2"</b>	100.00	188.04
<b>3"</b>	198.00	373.85
<b>4"</b>	329.00	621.56
<b>6"</b>	656.30	1,240.91
<b>8"</b>	1,092.00	2,066.70
<b>10"</b>	1,856.20	3,511.82

User charge (per 1,000 gallons):

Consumption Amount	Inside City Customer	Outside City Customer
<b>First 500,000 Gallons</b>	\$4.76	\$7.14
<b>Next 4,500,000 Gallons</b>	4.76	7.14

## Irrigation Rates

Meter Size	Irrigation Rates INSIDE CITY	Irrigation Rates OUTSIDE CITY
<b>¾" or smaller</b>	\$ 7.50	\$ 13.50
<b>1"</b>	27.03	32.75
<b>1 ½"</b>	47.03	56.45
<b>2"</b>	83.40	100.00
<b>3"</b>	165.20	198.00
<b>4"</b>	274.27	329.00
<b>6"</b>	546.96	656.30
<b>8"</b>	910.54	1,092.00
<b>10"</b>	1,546.82	1,856.20

User charge (per 1,000 gallons):

Consumption Amount	Irrigation Rates	Irrigation Rates
<b>First 500,000 Gallons</b>	\$4.65	\$4.76
<b>Next 4,500,000 Gallons</b>	4.65	4.76
<b>Over 5,000,000 Gallons</b>	4.65	4.76

## Water Tap Fees

The City of Clinton charges residential and commercial customers to tap onto the City's water lines.

Tap Size	Inside City Customer	Outside City Customer
<b>¾"</b>	\$700.00	\$1,050.00
<b>1"</b>	900.00	1,350.00
<b>1 ½ "</b>	1,000.00	1,500.00
<b>2" and over</b>	Cost	Cost + 50%
<b>¾" irrigation Meter</b>	225.00	325.00

## Fire Protection Charges

The City of Clinton provides Fire Protection service to 50 customers, paid through the customers' monthly utility statements.

Size of Service	Inside City Customer	Outside City Customer
<b>6" and Under</b>	\$128.62	\$193.00
<b>8"</b>	\$239.50	\$403.87
<b>10 "</b>	\$643.10	\$964.72
<b>12" and over</b>	\$918.89	\$1,377.87

## SANITATION FEES AND SERVICES

### Residential Garbage

The City of Clinton provides garbage services and building material pick – up to the City’s customers. Collections fees are included on customers’ utility statements.

<b>Residential Garbage Service</b>	<b>Amount (Monthly)</b>
<b>Residential</b> (one pick up per week for 2 cans)	15.50
<b>Residential</b> (additional can beyond 2)	8.50
<b>Building Material Fee</b> (minimum charge – estimated provided by staff for large pick-ups)	\$30.00

### Garbage Penalties

The City of Clinton charges a penalty for late payment of residential garbage collection fees.

### Commercial Roll-out

The City of Clinton provides commercial roll-out services to businesses and rental property, and fees are included on the customers’ utility statements. The City of Clinton does NOT provide large commercial container/bin services.

<b>Commercial Garbage Service</b>	<b>Amount (Monthly)</b>
<b>Commercial</b> (one pick up per week for 2 cans)	\$23.50
<b>Commercial</b> (additional can beyond 2)	8.50
<b>Building Material Fee</b> (minimum charge – estimated provided by staff for large pick-ups)	\$30.00

### Garbage Containers

The City of Clinton purchases roll-out containers and sold to customers for use, whether it be a first-time customer, a replacement cart, or for customers that use more than one container per pick-up. The roll-out carts are sold to the customers at cost – there are no additional charges passed to customers.

### Sanitation Services

The Sanitation Department maintains, and collects sanitation for the City of Clinton General Fund and Utility Fund Divisions.

## PENALTIES

The City of Clinton charges a 10% penalty on the total utility charges if a customer's bill is paid after the due date stated on the customer's utility statement. For those services that are disconnected, an additional \$25.00 fee would be charged for reconnections. The City of Clinton charges a \$250.00 tamper fee towards a customer account when field personnel are able to discern whether an electric or water meter has been tampered with. In addition to the \$250 per occurrence, the city retains the right to prosecute meter tampering to the fullest extent allowed under the law.

## MISCELLANEOUS REVENUE

Revenue not normally budgeted is accounted for in this line-item.

## MATERIAL & EQUIPMENT SALES

The City of Clinton receives payments from customers that have damaged City property and from contractors that purchase material from the City.

## CUSTOMER CONNECTIONS

The City of Clinton charges customers a connection fee for power and water services.

Service	Connection Fee	Note
<b>Residential Power/Water or Water Only</b>	\$45.00	C
<b>Temporary Power/ Water</b>	\$130.00	C
<b>Commercial/Industrial</b>	\$350.00	ABC

*NOTES:*

*A: Minimum Bill For Commercial/ Industrial is \$100*

*B: Negotiated Utility Agreement required-only on new delivery points.*

*C: Customers disconnected for nonpayment are charged a \$25.00 fee.*

## YARD LIGHT INSTALLATIONS

The City of Clinton charges for installation of yard lights. The customer must pay a fee of \$45.00 if a pole must be set in order to install a light. A two (2) year contract for a yard light installation and a five (5) year contract for ornamental lighting must be signed by the customer prior to installation.

## POLE RENTAL

The City of Clinton receives funds from Charter Communications and AT&T for attaching their lines to the City's utility poles.

## SALE OF EQUIPMENT

The City of Clinton occasionally sells surplus equipment to the general public. Sales are conducted by public auction either live, sealed or on the internet.

## UTILITY FUND REVENUES & EXPENDITURES BY CATEGORY

Utility Fund Revenue FY 20/21

	2017-2018 Approved Budget	2018-2019 Actual	Through December 2019	Year End Projections 2020	2018-2019 Approved Budget	2019-2020 Requested Budget	2020-2021 Requested Budget	Requested Increase	Percentage Difference
41100 Electric Revenue	\$ 16,201,267	\$ 15,317,808	\$ 8,340,420	\$ 16,680,840	\$ 16,206,393	\$ 16,206,393	\$ 15,842,472	\$ (363,921)	-2.25%
41200 Sewer Revenue	2,463,502	2,294,032	1,241,853	2,483,706	2,552,456	2,742,013	2,914,711	172,698	6.30%
41201 Sewer Tap Fees	2,100	4,200	3,600	1,400	2,100	2,100	2,100	-	0.00%
41250 Sewer I & I	186,525	147,501	73,653	147,306	151,835	151,835	151,835	-	0.00%
41300 Water Revenue	3,214,451	3,230,339	1,843,382	3,686,764	3,636,120	3,961,790	4,276,152	314,362	7.93%
41301 Water Tap Fees	6,000	5,800	6,875	2,500	6,000	6,000	6,000	-	0.00%
41430 DSM reimbursement	-	-	-	-	20,000	20,000	20,000	-	-
41310 Fire Protection Charges	3,600	-	-	-	3,600	3,600	3,600	-	0.00%
44510 Residential Garbage	335,227	366,945	205,434	410,868	312,231	406,812	420,840	14,028	-
44550 Commercial Roll Out	72,738	31,314	18,197	36,394	-	35,145	36,707	1,562	-
44400 Garbage Containers	3,500	3,892	2,550	5,100	-	2,424	2,609	185	-
44530 Sanitation Services Contract GF	21,000	-	-	-	-	15,000	15,000	-	-
Trfr from GF for Sanitaion	262,359	-	-	-	-	-	-	-	-
41400 Penalties Collected	295,000	238,328	130,571	261,142	295,000	295,000	295,000	-	0.00%
41420 Miscellaneous Revenue	45,000	64,560	69,741	139,482	45,000	45,000	54,566	9,566	21.26%
41500 Material & Equipment Sales	10,000	736	35	5,000	10,000	10,000	10,000	-	0.00%
41600 Customer Connections	35,000	41,035	26,075	52,150	35,000	35,000	45,000	10,000	28.57%
41610 Yard Light Installations	-	-	-	-	-	-	-	-	0.00%
41700 Cable Vision - Pole Rental	8,000	57,740	57,740	57,740	12,000	12,000	57,740	45,740	381.17%
41700 ATT - Pole Rental	1,600	8,577	4,289	4,289	1,600	1,600	4,200	2,600	162.50%
44190 Sale of Equipment	5,000	-	-	-	5,000	5,000	5,000	-	0.00%
44315 Grants	-	282,742	-	250,000	-	-	-	-	0.00%
44300 Interest Income	1,000	115,740	40,000	40,000	1,000	1,000	1,000	-	0.00%
44600 FEMA ASSISTANCE	-	15,769	-	70,000	-	-	-	-	-
Interdepartmental sales	-	303,845	160,442	320,884	-	-	-	-	0.00%
<b>TOTAL</b>	<b>\$ 23,172,868</b>	<b>\$ 22,530,903</b>	<b>\$ 12,224,857</b>	<b>\$ 24,264,681</b>	<b>\$ 23,295,334</b>	<b>\$ 23,957,712</b>	<b>\$ 24,164,531</b>	<b>\$ 206,819</b>	<b>0.86%</b>

	2018-2019 Actual	Through December 2017	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Public Works Administration</b>	\$ 615,837	\$ 742,437	\$ 1,522,943	\$ 784,679	\$ 1,211,472	\$ 1,353,619	\$ 1,478,062	\$ 124,443	9%
<b>Sanitation Department</b>	477,400	279,633	482,527	628,950	337,202	513,226	604,476	91,250	-
<b>IT Deptsrment</b>	456,990	223,418	535,757	380,443	503,440	671,555	632,521	(39,034)	-6%
<b>Utility Billing</b>	680,068	307,608	569,559	656,580	696,116	490,924	540,763	49,839	10%
<b>Electric Distribution</b>	13,347,044	5,888,488	14,984,962	15,015,183	14,673,291	14,772,877	13,954,426	(818,451)	-6%
<b>Right of Way Maintenance</b>	322,815	222,386	444,772	367,543	481,519	561,507	707,590	146,083	26%
<b>Sanitary Sewer</b>	2,421,872	899,036	2,128,357	2,047,006	1,979,346	2,159,062	2,470,392	311,331	14%
<b>Storm Sewer</b>	81,815	13,788	40,050	8,600	11,600	40,600	40,600	-	0%
<b>Water Distribution</b>	1,171,457	541,764	1,231,634	1,246,757	1,304,916	1,284,507	1,906,845	622,338	48%
<b>Water Filtration</b>	1,710,812	757,452	1,511,154	1,802,395	1,756,326	1,822,857	1,502,182	(320,675)	-18%
<b>Maintenance</b>	202,446	99,918	199,836	135,726	233,686	153,049	157,808	4,759	3%
<b>Risk Management</b>	91,571	47,101	106,914	99,006	106,420	133,931	168,865	34,934	26%
<b>TOTAL</b>	<b>\$ 21,580,127</b>	<b>\$ 10,023,028</b>	<b>\$ 23,758,465</b>	<b>\$ 23,172,868</b>	<b>\$ 23,295,334</b>	<b>\$ 23,957,713</b>	<b>\$ 24,164,531</b>	<b>\$ 206,817</b>	<b>1%</b>

## Utility Fund Expenditure - Category FY 20/21

	Operating						Total
	Salaries & Wages	Expenditures	Capital	Debt	Transfer	Overhead	
Public Works Administration	\$ 210,423	\$ 344,150	\$ 15,000	-	\$ 908,489	\$ -	\$ 1,478,062
Sanitation Department	269,999	134,125	72,000	91,740	24,438	12,174	604,476
IT Deptsrment	234,746	243,775	150,000	4,000	-	-	632,521
Utility Billing	323,430	214,500	-	2,833	-	-	540,763
Electric Distribution	714,510	11,453,590	134,000	317,102	891,254	443,970	13,954,426
Right of Way Maintenance	469,424	108,950	55,000	74,216	-	-	707,590
Sanitary Sewer	311,894	1,448,100	245,000	239,487	150,794	75,117	2,470,392
Storm Sewer	-	40,600	-	-	-	-	40,600
Water Distribution	333,438	287,200	370,000	589,800	217,875	108,532	1,906,845
Water Filtration	509,570	756,950	224,011	11,650	-	-	1,502,181
Maintenance	122,528	26,280	9,000	-	-	-	157,808
Risk Management	138,565	30,300	-	-	-	-	168,865
<b>TOTAL</b>	<b>\$ 3,638,529</b>	<b>\$ 15,088,520</b>	<b>\$ 1,274,011</b>	<b>\$ 1,330,828</b>	<b>\$ 2,192,850</b>	<b>\$ 639,793</b>	<b>\$ 24,164,531</b>

# DPW&U: PUBLIC WORKS ADMINISTRATION

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: PUBLIC WORKS ADMINISTRATION

### MISSION

The mission of the Public Works Administration Division is to provide administrative leadership, supervision, support and direction for all programs in the Public Works and Utilities Department so that services are delivered in a quality, cost-effective manner, while emphasizing friendly and professional customer service.

### SIGNIFICANT ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Managed our electric emergency and outage response to achieve high industry standards and keep outage times lower than those utilities operating in the private sector for 100% of extended outages.</li> <li>Implemented recommendations in regards to sewer maintenance and management.</li> </ul>
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### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Manage our electric emergency and outage response to achieve high industry standards and keep outage times lower than those utilities operating in the private sector for 100% of extended outages.</li> <li>Continue to implement recommendations in regards to sewer maintenance and management.</li> <li>Develop priority list for water line repair and replacement.</li> <li>Complete GIS mapping of water, sewer, and electrical utility facilities.</li> <li>Implement and outage management system.</li> <li>Develop better communication between the Department of Public Works/Utilities and customers.</li> </ul>
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### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 15-16 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	4	4	4	2	2	3	3	0
Part - Time	0	0	0	0	0	0	0	0
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
SALARIES & WAGES	\$ 98,272	\$ 100,811	\$ 201,622	\$ 156,729	\$ 156,242	\$ 194,773	\$ 210,423	15,651	10.02%
OPERATIONAL	286,602	224,603	423,846	262,950	261,691	261,691	344,150	82,459	31.51%
CAPITAL	-	320	320	35,000	35,000	-	15,000	15,000	0.00%
DEBT / TRANSFER	230,963	416,703	897,155	330,000	758,539	897,155	908,489	11,334	1.26%
<b>TOTAL</b>	<b>\$ 615,837</b>	<b>\$ 742,437</b>	<b>\$ 1,522,943</b>	<b>\$ 784,679</b>	<b>\$ 1,211,472</b>	<b>\$ 1,353,619</b>	<b>\$ 1,478,062</b>	<b>\$ 124,443</b>	<b>10.27%</b>

The Public Works Administration Department increased by \$124,443 primarily due to the increase of Professional Service for Legal Fees associated with the Electric Utility.

### CAPITAL FUNDING

The Public Works Administration has a Capital items budgeted for this fiscal year. It is for additional Storage space for the VAC truck. This will reduce the cost of Natural Gas from our CNGA.

### DEBT SERVICE

There currently is no debt service budgeted in the Public Works Administration budget and the totals represent transfer to various reserve funds. The Reserve fund increased contributions due to a one year credit from our power provider

## PUBLIC WORKS ADMINISTRATION 340600

FY 20/21

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 81,687	\$ 81,340	\$ 162,680	\$ 126,463	\$ 125,503	\$ 153,844	\$ 162,492	\$ 8,648	5.32%
50400 SOCIAL SECURITY	6,133	5,065	10,130	9,674	9,601	11,769	12,431	662	5.32%
50500 SC RETIREMENT	6,558	12,686	25,372	17,148	16,830	22,169	25,040	2,871	11.47%
50700 WORKMENS COMPENSATION	3,779	1,602	3,204	3,254	4,120	6,760	3,727	(3,033)	-81.38%
51741 GROUP HEALTH INS.	-	-	-	-	-	-	6,490	6,490	0.00%
51750 GROUP LIFE-SC RETIREMENT	115	118	236	190	188	231	244	13	5.32%
<b>TOTAL</b>	<b>\$ 98,272</b>	<b>\$ 100,811</b>	<b>\$ 201,622</b>	<b>\$ 156,729</b>	<b>\$ 156,242</b>	<b>\$ 194,773</b>	<b>\$ 210,423</b>	<b>\$ 15,651</b>	<b>7.44%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	1,685	151	302	700	700	700	700	-	0.00%
52120 PRINTER LEASE	5,047	1,910	3,820	3,500	3,500	3,500	3,500	-	0.00%
52125 PRINTING EXPENSE	200	156	312	100	100	100	100	-	0.00%
52130 POSTAGE	641	80	160	600	300	300	200	(100)	-33.33%
52210 CLEANING SUPPLIES	4,545	1,811	3,622	3,500	3,800	3,800	3,000	(800)	-21.05%
52220 FUEL OIL LUBRICATION	1,043	485	970	1,800	1,800	1,800	1,000	(800)	-44.44%
52221 VEHICLE REPAIRS	1,000	-	-	300	300	300	300	-	0.00%
52222 VEHICLE TIRE PURCH	47	-	-	-	-	-	600	600	0.00%
52223 VEHICLE MAINTENANCE	29	1,139	2,278	100	100	100	1,000	900	0.00%
52225 RADIO MAINT	-	-	-	100	100	100	100	-	0.00%
52240 SAFETY MATERIAL	2,792	945	1,890	1,200	1,200	1,200	500	(700)	-58.33%
52400 SMALL TOOLS EQUIPMENT	38	338	676	250	250	250	250	-	0.00%
52720 BLDG & GROUND MAINT	4,155	30,268	60,536	-	-	-	-	-	-
SAFETY CONSULTANT	-	-	-	-	3,000	3,000	3,000	-	-
53025 BANKING SERVICES	23,274	19,676	39,352	5,000	5,000	5,000	5,000	-	0.00%
53030 PROF SERVICES-ENGINEERS	55,376	37,847	75,694	30,000	30,000	30,000	100,000	70,000	233.33%
53040 Other Outside Services ( Shred)	-	340	680	-	-	-	500	500	-
53260 UNIFORMS	105	387	774	150	150	150	150	-	0.00%
53277 SOFTWARE MAINTENANCE	-	-	-	1,100	1,100	1,100	1,100	-	0.00%
53300 ADVERTISING LEGAL NOTICES	68	136	272	300	500	500	500	-	0.00%
53550 PROPERTY INSURANCE	82,034	66,638	133,276	87,000	87,000	87,000	87,000	-	0.00%
53630 POWER CONSUMED	127	101	202	1,000	1,000	1,000	1,000	-	0.00%
53635 TELEPHONE	774	719	1,438	2,000	2,000	2,000	1,500	(500)	-25.00%
53670 SANITATION SERVICES	-	-	-	10,000	-	-	-	-	-
54040 MEMBERSHIP DUES	7,218	95	190	550	550	550	550	-	0.00%
54041 EMPLOYEE TRAINING	1,925	-	-	7,500	6,500	6,500	7,000	500	7.69%
54042 TRAVEL	2,684	1,614	3,228	3,000	3,000	3,000	3,000	-	0.00%
54045 EMPLOYEE RECOGNITION	5,348	1,270	2,540	2,000	3,000	3,000	2,500	(500)	-16.67%
54050 INCIDENTAL EXPENSE	492	3,715	7,430	7,200	7,200	7,200	5,000	(2,200)	-30.56%
54xxx UTILITY REBATE PROGRAM	90	-	-	10,000	10,000	10,000	10,000	-	NA
54051 MEDICAL EXPENSES	-	102	204	100	100	100	100	-	0.00%
54085 GASB 45 CURRENT FUNDING	77,655	54,680	84,000	53,900	59,441	59,441	75,000	15,559	26.18%
54086 GASB 45 FUTURE FUNDING	8,210	-	-	30,000	30,000	30,000	30,000	-	0.00%
<b>TOTAL</b>	<b>\$ 286,602</b>	<b>\$ 224,603</b>	<b>\$ 423,846</b>	<b>\$ 262,950</b>	<b>\$ 261,691</b>	<b>\$ 261,691</b>	<b>\$ 344,150</b>	<b>\$ 82,459</b>	<b>32%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAP EQUIPMENT	-	-	-	-	-	-	-	-	0.00%
55044 CAP OUTLAY-FACILITY IMPM	-	320	320	35,000	35,000	-	15,000	15,000	#DIV/0!
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 320</b>	<b>\$ 320</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>42.86%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Debt Service/ Fund Transfers</b>									
57020 MARKET DEVELOPMENT	20,963	16,000	20,000	20,000	20,000	20,000	20,000	-	0.00%
57030 CONTRIBUTION-ECON DEV	150,000	75,000	150,000	150,000	150,000	150,000	150,000	-	0.00%
57200 CONTINGENCY/RESERVE	-	295,703	667,155	100,000	528,539	667,155	678,489	11,334	1.70%
57250 DEPRECIATION FUND	50,000	25,000	50,000	50,000	50,000	50,000	50,000	-	0.00%
57255 INS RESERVE	10,000	5,000	10,000	10,000	10,000	10,000	10,000	-	0.00%
<b>TOTAL</b>	<b>\$ 230,963</b>	<b>\$ 416,703</b>	<b>\$ 897,155</b>	<b>\$ 330,000</b>	<b>\$ 758,539</b>	<b>\$ 897,155</b>	<b>\$ 908,489</b>	<b>\$ 11,334</b>	<b>1.49%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
SALARIES & WAGES	\$ 98,272	\$ 100,811	\$ 201,622	\$ 156,729	\$ 156,242	\$ 194,773	\$ 210,423	\$ 15,651	10.02%
OPERATIONAL	286,602	224,603	423,846	262,950	261,691	261,691	344,150	82,459	31.51%
CAPITAL	-	320	320	35,000	35,000	-	15,000	15,000	0.00%
DEBT / TRANSFER	230,963	416,703	897,155	330,000	758,539	897,155	908,489	11,334	1.26%
<b>TOTAL</b>	<b>\$ 615,837</b>	<b>\$ 742,437</b>	<b>\$ 1,522,943</b>	<b>\$ 784,679</b>	<b>\$ 1,211,472</b>	<b>\$ 1,353,619</b>	<b>\$ 1,478,062</b>	<b>\$ 124,443</b>	<b>10.27%</b>

# OCM: INFORMATION TECHNOLOGY

## OFFICE OF THE CITY MANAGER: INFORMATION TECHNOLOGY

### MISSION

The mission of the Information Technology Office is to provide support to all city offices and departments in the use, maintenance, and operation of computer systems and other related technology. This office is also responsible for the management and operation of the city's GIS programs and mapping.

### ACCOMPLISHMENTS

#### Exceptional Infrastructure

- Continued the process of developing a comprehensive cyber security plan that will guide future budget and policy decisions.
- Continued with the four year computer replacement and rotation plan.
- Continued the installation of TYLER / MUNIS operating systems.
- Continued to Implement a comprehensive Geographic Information System program.

### PERFORMANCE MEASURES

#### EQUIPMENT MEASURES

Type	FY15	FY16	FY17	FY18	FY 19
Computers	83	110	95	104	107
Cell Phones	37	46	49	43	46
iPads/Tablets	14	18	19	21	22
Switches / Routers	14	14	15	22	22
Primary Servers	3	5	6	7	7
Virtual Servers	10	10	10	16	16
Cloud Hosted Servers	Data unaval.	5	5	3	3

#### SERVICES

Type	FY15	FY16	FY17	FY 18	FY 19
Computer Users	124	131	138	126	126
Helpdesk Issues Requiring Outside Assistance	PMPA: 251 MUNIS: 177	PMPA: 175 MUNIS: 218	PMPA: 369 MUNIS: 256	PMPA: 600 MUNIS: 100	PMPA: 640 MUNIS: 140
GIS Maps Developed	84	129	77	95	107
Onsite Server Data	NA	2330 GB	13117 GB *	15,002 GB	16,012GB
Hosted Server Data	NA	150 GB	834 GB **	566	200

\*ADDED DPS WATCHGUARD & CITY CAMERA SYSTEMS  
 \*\*ADDED OFFSITE DPS LAWTRAKS (CJIS REQUIREMENT) & AECOM GIS SERVER

## COMMUNICATIONS / PHONE SYSTEM

Type	Inbound Calls	Outbound Calls	Total Calls
Phone Calls –FY 15	104,300	74,281	178,581
Phone Calls –FY 16	165,636	95,110	260,746
Phone Calls -- FY 17	92,886	91,308	184,194
Phone Calls – FY 18	83,500	79,544	163,044
Phone Calls – FY 19	71,784	59,100	130,884

## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Goals and Objectives of the Information Technology Office are as follows:

Exceptional Infrastructure	Objectives
	<ul style="list-style-type: none"> <li>Continue with the four year computer replacement and rotation plan.</li> <li>Continue to Improve security in and around city facilities through proper applications of technology.</li> <li>Continue to develop and implement a comprehensive cyber security plan at all levels using corrective action plan generated through the cybersecurity risk assessment.</li> <li>Improve customer responsiveness through implementation of customer service portal.</li> <li>Upgrade domain controllers, file server and police server to latest proven operating system.</li> <li>Improve network performance through better configuration of switches.</li> <li>Upgrade the TYLER / MUNIS operating systems to the latest proven version, 2019.1.</li> <li>Integrate GIS and Munis for mobile work orders.</li> <li>Continue working with sewer crews to map and catalog infrastructure deficiencies.</li> <li>Continue mapping of electric and water meters.</li> <li>Continue mapping of water valves throughout the city.</li> <li>Create mapping of power poles using contractor's inspection data.</li> <li>Continue creation of GIS website.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	1	1	1	2	3	3	3	0
Part - Time	0	0	0	0	0	0	0	0
Total	1	1	1	2	3	3	3	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
SALARIES & WAGES	\$ 160,999	\$ 108,685	\$ 217,370	\$ 145,243	\$ 192,240	\$ 207,355	\$ 234,746	27,391	14.25%
OPERATIONAL	164,508	74,356	240,883	166,200	157,200	260,200	243,775	(16,425)	-10.45%
DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
CAPITAL	127,483	38,377	73,504	65,000	150,000	200,000	150,000	(50,000)	-33.33%
<b>TOTAL</b>	<b>\$ 456,990</b>	<b>\$ 223,418</b>	<b>\$ 535,757</b>	<b>\$ 380,443</b>	<b>\$ 503,440</b>	<b>\$ 671,555</b>	<b>\$ 632,521</b>	<b>\$ (39,034)</b>	<b>-5.81%</b>

The FY 20/21 budget contains a decrease of \$39,034 in funding primarily due to the additional Cyber Security needs, Software maintenance, Telephone System, and additional Capital needs as outlined in the next section.

## CAPITAL FUNDING

The Information Technology Office has the following capital funds allocated:

Laptops, IT equipment, replacements    \$110,000  
Routers, Fiber Ring                            \$40,000

## DEBT SERVICE

There currently is no debt service budgeted in the Information Technology budget. Depreciation is funded at \$4,000.

## INFORMATION TECHNOLOGY 320608

FY 20/21

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 118,223	\$ 79,714	\$ 159,428	\$ 105,404	\$ 136,738	\$ 154,017	\$ 173,161	\$ 19,144	14.00%
50400 SOCIAL SECURITY	8,931	6,122	12,244	8,063	10,460	11,782	13,247	1,465	14.00%
50500 SC RETIREMENT	16,113	11,717	23,434	14,293	18,337	22,194	24,953	2,759	15.04%
50700 WORKMENS COMPENSAT	2,427	1,029	2,058	2,052	4,934	2,335	436	(1,899)	-38.49%
51741 GROUP HEALTH INS.	15,146	10,007	20,014	15,304	21,607	16,842	22,742	5,900	27.31%
51750 GROUP LIFE-SC RETIREMI	159	96	192	126	164	185	208	23	14.00%
<b>TOTAL</b>	<b>\$ 160,999</b>	<b>\$ 108,685</b>	<b>\$ 217,370</b>	<b>\$ 145,243</b>	<b>\$ 192,240</b>	<b>\$ 207,355</b>	<b>\$ 234,746</b>	<b>27,391</b>	<b>13.21%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52100 OFFICE SUPPLIES	783	34	68	2,000	2,000	2,000	1,000	(1,000)	-50.00%
52130 POSTAGE	54	35	70	50	50	50	75	25	50.00%
52220 FUEL OIL LUBRICATION	661	290	580	650	650	650	800	150	23.08%
52221 VEHICLE REPAIRS	-	-	-	200	200	200	300	100	0.00%
52222 VEH TIRE PURCHASE/REP.	292	505	1,010	-	-	500	500	-	0.00%
52223 VEHICLE MAINTENANCE	10	225	450	200	200	200	500	300	150.00%
52225 RADIO MAINT	1,431	205	500	500	500	3,000	2,000	(1,000)	100.00%
52390 Computer related purchase	-	5,251	10,502	-	-	-	10,000	-	-
52400 SMALL TOOLS EQUIPMEN	772	3,632	7,264	9,000	9,000	9,000	1,000	(8,000)	-88.89%
52725 EQUIP MAINT. - SERVICE	-	732	1,464	5,000	5,000	5,000	3,000	(2,000)	-40.00%
53030 PROF SERVICES-PMPA Net	72,047	28,317	56,633	40,000	40,000	57,000	30,000	(27,000)	-67.50%
53260 UNIFORMS	232	588	600	600	600	600	1,000	400	66.67%
53270 PROF SERVICES-SOFTWAF	14,083	8,988	25,000	30,000	20,000	25,000	25,000	-	100.00%
53276 MICROSOFT LICENSES	259	-	25,000	42,000	21,000	25,000	30,000	5,000	100.00%
53278 SOFTWARE MAINT GIS	13,605	615	25,000	10,000	30,000	30,000	30,000	-	100.00%
53279 CYBER SECURITY PRGRAI	13,596	3,270	14,000	10,000	1,000	15,000	57,000	42,000	100.00%
53630 POWER CONSUMED	43	33	66	500	500	500	100	(400)	-80.00%
53635 TELEPHONE	32,412	15,000	32,000	3,000	14,000	45,000	25,000	(20,000)	-142.86%
54040 MEMBERSHIP DUES	351	450	500	500	500	500	500	-	0.00%
54041 EMPLOYEE TRAINING	3,226	873	26,000	5,000	5,000	26,000	11,000	(15,000)	-300.00%
54042 TRAVEL	5,109	725	5,000	5,000	5,000	5,000	5,000	-	0.00%
54050 INCIDENTAL EXPENSE	5,542	4,588	9,176	2,000	2,000	10,000	10,000	-	0.00%
<b>TOTAL</b>	<b>\$ 164,508</b>	<b>\$ 74,356</b>	<b>\$ 240,883</b>	<b>\$ 166,200</b>	<b>\$ 157,200</b>	<b>\$ 260,200</b>	<b>\$ 243,775</b>	<b>\$ (26,425)</b>	<b>-10.16%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EQUIP	127,483	36,752	73,504	65,000	150,000	200,000	150,000	(50,000)	-33.33%
55023 CAPITAL_FACILITIES	-	-	-	-	-	-	-	-	0.00%
55024 CAPITAL-VEHICLES	-	1,625	-	-	-	-	-	-	0.00%
<b>TOTAL</b>	<b>\$ 127,483</b>	<b>\$ 38,377</b>	<b>\$ 73,504</b>	<b>\$ 65,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ 150,000</b>	<b>\$ (50,000)</b>	<b>-25.00%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Debt Service/ Fund Transfers</b>									
57250 DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
<b>TOTAL</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>0.00%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Total Expenditures</b>									
SALARIES & WAGES	\$ 160,999	\$ 108,685	\$ 217,370	\$ 145,243	\$ 192,240	\$ 207,355	\$ 234,746	27,391	14.25%
OPERATIONAL	164,508	74,356	240,883	166,200	157,200	260,200	243,775	(16,425)	-10.45%
DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
CAPITAL	127,483	38,377	73,504	65,000	150,000	200,000	150,000	(50,000)	-33.33%
<b>TOTAL</b>	<b>\$ 456,990</b>	<b>\$ 223,418</b>	<b>\$ 535,757</b>	<b>\$ 380,443</b>	<b>\$ 503,440</b>	<b>\$ 671,555</b>	<b>\$ 632,521</b>	<b>\$ (39,034)</b>	<b>-5.81%</b>

# DAS: UTILITY BILLING

## DEPARTMENT OF ADMINISTRATIVE SERVICES: UTILITY BILLING

### MISSION

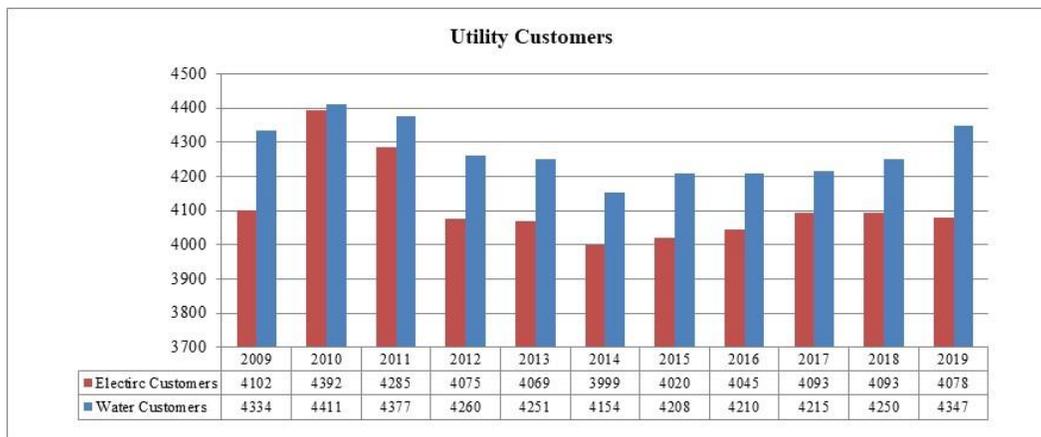
The Utility Billing Division's mission is to provide accurate and timely invoices to all the utility customers; to investigate customer inquiries regarding utilities' charges; and also carefully regulate the termination of service for those citizens who are outside of the terms of payment required by the municipal code. The Utility Billing Division is also responsible for establishing and maintaining the utility services for customers while ensuring that all City policies and procedures relating to these transactions are followed.

### ACHIEVEMENTS

First Class City	<ul style="list-style-type: none"> <li>Conducted reviews and revisions of selected utility billing policies.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>Expanded participation in the bill assistance program.</li> </ul>
Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Implemented prepay metering.</li> </ul>

### PERFORMANCE MEASURES

#### UTILITY BILLING MEASURES



Measure	FY16	FY17	FY 18	FY 19
Online/phone credit card payments	3290	4470	4205	4065
Over the counter credit card payments	1437	1037	3801	3992
Assistance payments from GLEAMS	175	97	NA	NA
Assistance payments from Salvation Army	2	0	0	0
Assistance payments from United Ministries	88	330	NA	NA
Residential Water Meters Changed	4214	Complete	0	0
Commercial Water Meters Changed	30	72	34	32
Residential Electric - Tantalus meters installed	1705	300	NA	NA

Residential Electric - AMI meters installed	2394	0	55	2262
Electric- General Service Demand Customers	608	597	520	598
Electric Large General Service Customers	9	9	9	9
Internal Bill	64	0	0	68
DSM Switches installed	257	504	550	25
Clinton Community Cares pledges received	37	10	5	6

## WAREHOUSING STATISTICS

Fiscal Year	Anticipated Inventory	Physical Count	Difference	Percentage
FY 11	\$625,162	\$577,411	(\$47,751)	(7.6%)
FY 12	\$627,040	\$597,222	(\$29,818)	(4.7%)
FY 13	\$548,275	\$570,888	\$22,614	4.1%
FY14	\$599,728	\$557,366	(\$42,392)	(7.6%)
FY15	\$615,785	\$599,728	(\$16,057)	(2.6%)
FY16	\$716,351	\$699,394	\$16,957	2.3%
FY 17	\$778,024	\$714,328	(\$61,700)	(7.9%)
FY 18	\$889,764	\$776,635	(\$113,079)	(12.7%)

## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

First Class City	<ul style="list-style-type: none"> <li>Implement utility billing policy manual.</li> <li>Expand training programs for customer service employees.</li> <li>Update website and social media to keep our customers informed.</li> </ul>
Promote Community Development	<ul style="list-style-type: none"> <li>Expand participation in the bill assistance program.</li> <li>Promote the Citizen Self Service Portal to customers to enable their access to billing history and online payment options.</li> </ul>
Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Expand participation in the DSM program.</li> <li>Complete all installation for remote meter reading.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Implement outage management system.</li> <li>Expand MDM portal to all large general service customers.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18	FY 18-19	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
				Approved	Approved			
Full - Time	6	6	8	9	10	6	6	0
Part - Time	0	0	0	1	0	0	0	0
Total	6	6	8	10	10	6	6	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 504,437	\$ 154,000	\$ 308,000	\$ 492,997	\$ 506,283	\$ 306,591	\$ 323,430	16,839	5.49%
Operational	164,164	130,187	214,716	152,750	177,000	171,500	214,500	43,000	25.07%
Capital	8,634	22,005	44,010	8,000	10,000	10,000	-	(10,000)	0.00%
Depreciation Debt	2,833	1,416	2,833	2,833	2,833	2,833	2,833	-	0.00%
<b>Total</b>	<b>\$ 680,068</b>	<b>\$ 307,608</b>	<b>\$ 569,559</b>	<b>\$ 656,580</b>	<b>\$ 696,116</b>	<b>\$ 490,924</b>	<b>\$ 540,763</b>	<b>\$ 49,839</b>	<b>10.15%</b>

The 20-21 Utility Billing Department budget has a total increase of \$49,839 in expenditures from last year. The main portion of this increase is due to Printer lease for equipment used to print Utility Bills.

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#### CAPITAL BUDGET

The Capital Budget has no expenditures.

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#### DEBT SERVICE

There are no items budgeted in Debt Service for Utility Billing.

**UTILITY BILLING 350610** **FY 20/21**

							#REF!			
	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21		
	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Percentage	
Salaries & Wages		2019	Projections	Budget	Budget	Budget	Budget	Increase	Difference	
50100 SALARIES	\$ 352,564	\$ 105,524	\$ 211,048	\$ 339,750	\$ 348,357	\$ 202,965	\$ 215,872	\$ 12,907		6.36%
50110 OVERTIME SALARIES	8,515	6,377	12,754	8,500	8,500	8,500	8,500	-		0.00%
50119 AMR OT	-	-	-	-	-	-	-	-		0.00%
50220 OVERTIME FOR SPECIAL	-	-	-	-	-	-	-	-		0.00%
50190 METER BONUS	-	-	-	-	-	-	-	-		0.00%
50400 SOCIAL SECURITY	26,186	8,832	17,664	26,641	27,300	16,177	17,164	987		6.10%
50500 SC RETIREMENT	45,134	16,392	32,784	47,223	47,855	30,472	34,576	4,104		13.47%
50700 WORKMENS COMPENSATION	6,454	2,736	5,472	6,118	7,424	2,638	3,260	622		23.58%
50800 UNEMPLOYMENT CLAIMS	-	-	-	-	-	-	-	-		0.00%
51741 GROUP HEALTH INS.	65,037	14,005	28,010	64,347	66,420	45,585	43,789	(1,796)		-3.94%
51750 GROUP LIFE-SC RETIREMENT	547	134	268	418	428	254	269	15		6.10%
<b>Total</b>	<b>\$ 504,437</b>	<b>\$ 154,000</b>	<b>\$ 308,000</b>	<b>\$ 492,997</b>	<b>\$ 506,283</b>	<b>\$ 306,591</b>	<b>\$ 323,430</b>	<b>\$ 16,839</b>		<b>5.49%</b>
Operational Expenditure	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21		
	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Percentage	
		2019	Projections	Budget	Budget	Budget	Budget	Increase	Difference	
52100 OFFICE SUPPLIES	3,595	990	1,980	1,800	1,800	1,800	1,800	-		0.00%
52110 OFFICE EQUIP - MAINT.	4,908	1,152	2,304	-	-	-	-	-		0.00%
52113 EQUIPMENT LEASE	248	724	1,448	-	-	-	20,000	20,000		0.00%
52120 PRINTER LEASE	6,165	2,782	5,564	4,300	3,500	3,500	3,500	-		0.00%
52125 PRINTING EXPENSE	525	159	318	500	500	500	500	-		0.00%
52126 BILL PRINT SUPPLIES	21,730	17,485	34,970	10,800	10,800	7,000	20,000	13,000		185.71%
52127 FOCUS NEWSPAPER PRINT	-	-	-	5,000	1,800	1,000	-	(1,000)		-100.00%
52130 POSTAGE	25,766	12,420	24,840	21,000	18,000	21,000	25,000	4,000		19.05%
52210 CLEANING SUPPLIES	-	425	850	500	500	500	500	-		0.00%
52220 FUEL OIL LUBRICATION	5,133	2,383	4,766	4,000	5,000	5,000	5,000	-		0.00%
52221 VEHICLE REPAIRS	29	-	-	500	500	500	500	-		0.00%
52222 VEH TIRE PURCHASE/REPAIRS	606	65	130	400	600	500	500	-		0.00%
52223 VEHICLE MAINTENANCE	228	199	398	700	700	-	500	500		#DIV/0!
52225 RADIO MAINT	-	-	-	-	-	-	-	-		0.00%
52240 SAFETY MATERIAL	64	677	1,354	500	600	500	500	-		0.00%
52400 SMALL TOOLS EQUIPMENT	6,212	762	1,524	1,000	4,000	4,000	2,000	(2,000)		-50.00%
52720 BLDG & GROUND MAINT.	2,498	1,292	2,584	3,000	2,000	2,000	2,000	-		0.00%
52725 EQUIP MAINT. - SERVICE	-	-	-	-	-	-	-	-		#DIV/0!
53030 PROF SERVICES DSM installation	9,370	-	-	20,000	20,000	20,000	20,000	-		0.00%
53040 OTHER OUTSIDE SERVICES (S prepay metering	110	298	596	-	-	-	-	-		0.00%
53050 COLLECTIONS-BILLS	3,079	2,056	4,112	7,500	7,500	5,000	4,000	(1,000)		0.00%
53051 CREDIT CHECK SERVICES	2,944	1,111	2,222	3,000	3,000	2,500	2,500	-		0.00%
53100 ITRON MVRS LINE	7,977	34,669	69,338	2,500	2,500	2,500	15,000	12,500		0.00%
53260 UNIFORMS	1,772	2,097	4,194	2,500	2,500	2,500	2,500	-		0.00%
53277 SOFTWARE MAINTENANCE	32,830	36,104	26,150	26,150	26,150	26,150	26,150	-		0.00%
53400 PROMOTIONAL ADV	3,732	564	1,128	-	2,000	2,000	2,000	-		0.00%
53623 UTILITIES PURCHASED	1,960	291	582	2,000	2,000	2,000	2,000	-		0.00%
53630 POWER CONSUMED	455	241	482	11,000	11,000	11,000	11,000	-		0.00%
53635 TELEPHONE	3,517	1,858	3,716	7,000	6,000	6,000	6,000	-		0.00%
53820 POSTAGE MACHINE-RENT PCI	958	710	1,420	1,000	2,500	2,500	2,500	-		0.00%
54040 MEMBERSHIP DUES	647	-	400	400	400	400	400	-		0.00%
54041 EMPLOYEE TRAINING	2,822	3,146	6,292	3,000	3,000	3,000	3,000	-		0.00%
54042 TRAVEL	1,833	1,099	2,198	2,500	3,000	3,000	3,000	-		0.00%
54049 LOC ASST C	3,125	-	-	5,000	5,000	5,000	5,000	-		0.00%
54050 INCIDENTAL EXPENSE	2,065	2,663	5,326	1,000	1,000	1,000	1,000	-		0.00%
54051 MEDICALEXP	147	-	-	-	150	150	150	-		0.00%
54045 MORALE AND WELFARE Customer Service Guarantee/custor	-	-	-	3,500	1,500	1,500	1,500	-		0.00%
54100 REFUNDS AND CORRECTIONS	7,114	1,765	3,530	700	8,000	8,000	5,000	(3,000)		-37.50%
<b>Total</b>	<b>\$ 164,164</b>	<b>\$ 130,187</b>	<b>\$ 214,716</b>	<b>\$ 152,750</b>	<b>\$ 177,000</b>	<b>\$ 171,500</b>	<b>\$ 214,500</b>	<b>\$ 43,000</b>		<b>25.07%</b>
Capital Expenditure	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21		
	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Percentage	
		2019	Projections	Budget	Budget	Budget	Budget	Increase	Difference	
55024 Capital Outlay Request-VEHICLES	-	-	-	-	-	-	-	-		#DIV/0!
55044 Capital Outlay Request-FACILITIE	\$ 8,634	\$ 22,005	\$ 44,010	\$ 8,000	\$ 10,000	\$ 10,000	\$ -	(10,000)		-100.00%
<b>Total</b>	<b>\$ 8,634</b>	<b>\$ 22,005</b>	<b>\$ 44,010</b>	<b>\$ 8,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ (10,000)</b>		<b>-100.00%</b>
DEBT/DEPRECIATION	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21		
	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Percentage	
		2019	Projections	Budget	Budget	Budget	Budget	Increase	Difference	
57250 DEPRECIATION FUND	2,833	1,416	2,833	2,833	2,833	2,833	2,833	-		0.00%
<b>Total</b>	<b>\$ 11,467</b>	<b>\$ 1,416</b>	<b>\$ 2,833</b>	<b>\$ -</b>		<b>0.00%</b>				

# DPW&U: ELECTRIC DISTRIBUTION

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: ELECTRIC DISTRIBUTION

### MISSION

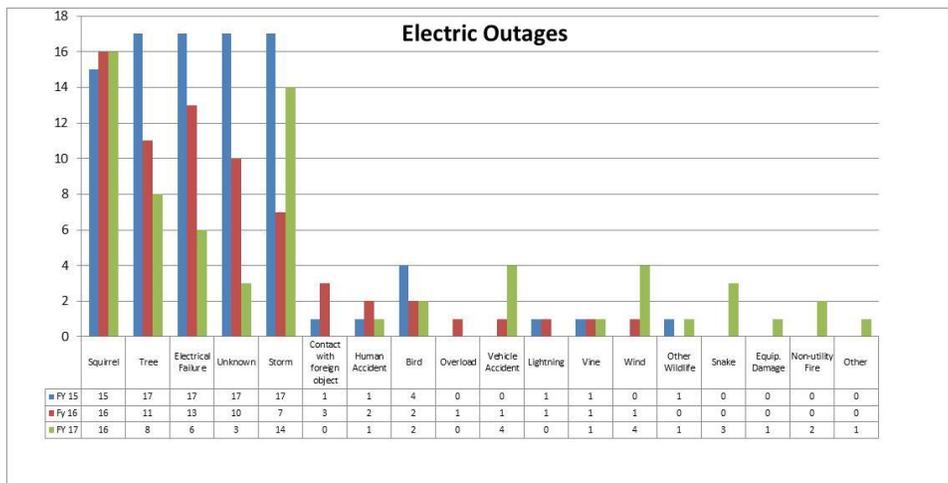
The Electric Distribution Department’s mission is to provide the most reliable and efficient service of electrical power and street lighting with the best possible service and support to our customers.

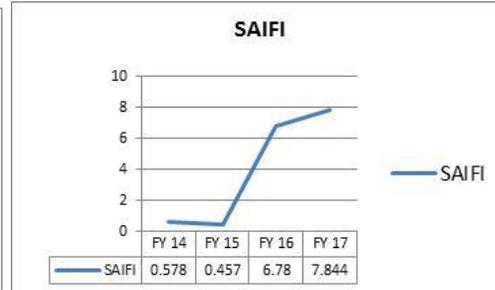
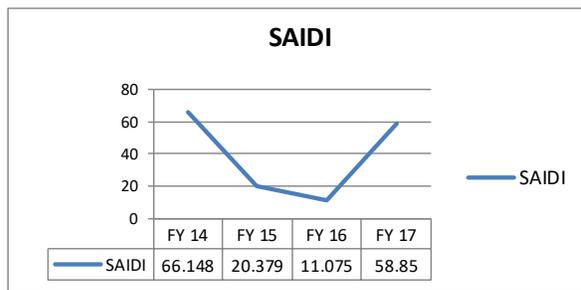
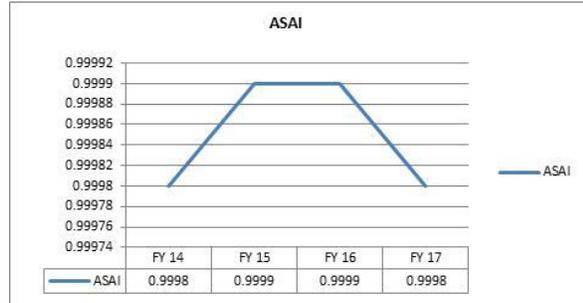
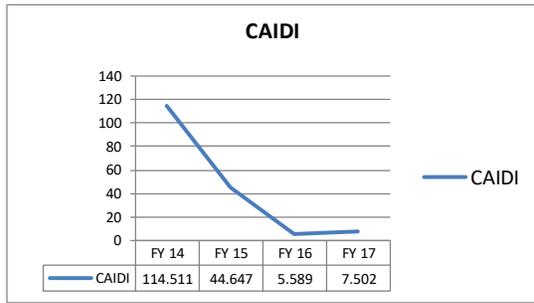
### ACHIEVEMENTS

#### Exceptional Infrastructure

- Continue LED light conversion 305 Streetlights to LED.
- Replaced 20 damaged utility poles
- Test all Utility poles for stability.

### PERFORMANCE MEASURES





## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Install additional S &amp; C trip saver to reduce extended outages and increase system reliability.</li> <li>Install additional ABB auto link units to isolate outages to smaller sections of the distribution system.</li> <li>Change out 50 poles</li> <li>Continue conversion of the 4 kv area to 25 kv, including Thornwell Campus.</li> <li>Replace 100 streetlights with LED streetlights.</li> <li>Convert Willard Road light circuit to decorative lighting.</li> <li>Upgrade SCADA equipment at both delivery points-Carolyn St. and Gary St.</li> <li>Maintain exceptional customer service.</li> </ul>
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## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2012	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	10	9	9	8	8	8	8	0
Part - Time	0	0	0	0	0	0	0	0
<b>Total</b>	10	9	9	8	8	8	8	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 657,645	\$ 414,043	\$ 828,086	\$ 533,633	\$ 572,903	\$ 696,149	\$ 714,510	\$ 18,362	3%
Operational	10,848,591	4,529,626	12,108,117	12,484,369	12,021,579	12,023,579	11,453,590	(569,989)	-5%
Capital	-	-	192,535	125,000	238,000	192,000	134,000	(58,000)	-30%
Debt	486,191	267,150	500,887	459,954	486,192	505,812	317,102	(188,710)	-37%
Transfer	872,615	446,441	892,882	1,079,567	872,615	892,882	891,254	(1,628)	0%
Overhead	482,002	231,228	462,455	332,660	482,002	462,455	443,970	(18,485)	-4%
<b>Total</b>	<b>\$ 13,347,044</b>	<b>\$ 5,888,488</b>	<b>\$ 14,984,962</b>	<b>\$ 15,015,183</b>	<b>\$ 14,673,291</b>	<b>\$ 14,772,877</b>	<b>\$ 13,954,426</b>	<b>\$ (818,451)</b>	<b>-6%</b>

The 2020 – 2021 Electric Distribution budget has a total decrease of \$818,451 in expense. Significant changes include the following line items.

- Debt payments decreased due to reallocations to other budgets based on what the present bond funds were used to fund, such as water lines and sewer lines.
- Allocation to the General Fund Transfer decreased by \$18,645 as part of the city's corrected methodology for the calculation that reduced the utility fund transfer to the general fund.
- The overhead allocation calculation also was included in the new approach to the transfers to the General Fund. So, the amount to the General Fund decreased based on the actual dollars and time spent by the General fund to serve the Utility fund.
- The Capital costs reduced. Items included in Capital are listed in the next section.
- Operational costs decreased due to anticipated decreases in the PMPA allocations. The offset of these decreases can be found in Rate Stabilization transfers.

## CAPITAL FUNDING

The Electric Distribution Department requests \$134,000 in capital expenditures for the following:

- System Improvements: \$100,000 to support system improvements including conversion of Scada to RTAC, installation of trip savers / sectionalizers / auto links, and 4kv system upgrades, pole replacements.
- Vehicle: Quad 4X4 for \$34,000.

## DEBT SERVICE

There is \$317,102 budgeted for debt service in the Electric Distribution Department:

- Depreciation / capital equipment replacement fund contribution: \$50,000
- Note Payment for 55' WH Bucket Truck: \$26,811. This is the last payment of six payments.
- Bond payment: \$166,600. This includes the 2012A, and 2017 bonds for the portion allocated to the Electric Department.
- Note Payment for Digger / Derrick Truck \$46,603. This is the third of five payments.
- Note Payment for Bucket Truck: \$37,028.
- Down payment \$ 40,000; This is the down payment for the purchase of a new bucket truck that was in last year's budget that will be delivered late.

**ELECTRIC DISTRIBUTION 340700** **FY 20/21**

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 412,508	\$ 228,669	457,338	\$ 356,189	\$ 387,172	\$ 467,626	\$ 480,363	\$ 12,737	2.72%
50110 OVERTIME SALARIES	58,059	74,107	148,214	20,000	20,000	20,000	20,000	-	0.00%
50200 LABOR FOR SPECIAL	160	-	-	-	-	-	-	-	-
50220 OVERTIME FOR SPECIAL	6,458	-	-	-	-	-	-	-	-
50400 SOCIAL SECURITY	35,051	22,454	44,908	28,778	31,149	37,303	38,278	974	2.61%
50500 SC RETIREMENT	57,761	46,443	92,886	51,011	54,602	70,267	77,106	6,839	9.73%
50700 WORKMENS COMPENSATION	26,529	11,422	22,844	26,203	28,370	32,308	28,153	(4,155)	-12.86%
51741 GROUP HEALTH INS.	60,431	30,630	61,260	51,000	51,000	67,913	69,860	1,947	2.87%
51750 GROUP LIFE-SC RETIREMENT	688	318	636	451	611	731	751	19	2.61%
<b>Total</b>	<b>\$ 657,645</b>	<b>\$ 414,043</b>	<b>\$ 828,086</b>	<b>\$ 533,633</b>	<b>\$ 572,903</b>	<b>\$ 696,149</b>	<b>\$ 714,510</b>	<b>\$ 18,362</b>	<b>2.64%</b>
<b>Operational Expenditure</b>									
52010 MATERIAL SALES	1,802	-	-	2,000	-	2,000	2,000	-	0.00%
52100 OFFICE SUPPLIES	358	15	30	600	200	200	200	-	0.00%
PRINTER LEASE	490	167	334	-	-	-	-	-	0.00%
52125 PRINTING EXPENSE	323	-	-	100	100	100	100	-	0.00%
52130 POSTAGE	262	114	228	300	300	300	300	-	0.00%
52210 CLEANING SUPPLIES	774	495	990	250	500	500	500	-	0.00%
52220 FUEL OIL LUBRICATION	26,018	10,966	21,932	12,500	27,000	27,000	27,000	-	0.00%
52221 VEHICLE REPAIRS	20,075	3,208	6,416	30,000	30,000	30,000	30,000	-	0.00%
52222 VEH TIRE PURCHASE/REPAIRS	3,785	1,116	2,232	4,000	4,000	4,000	4,000	-	0.00%
52223 VEHICLE MAINTENANCE	8,964	1,729	3,458	10,000	5,000	5,000	5,000	-	0.00%
52225 RADIO MAINT	-	-	-	500	500	500	500	-	0.00%
52226 EQUIPMENT REPAIRS	4,467	24,859	49,718	5,000	5,000	5,000	5,000	-	0.00%
52227 EQUIPMENT MAINTENANCE	1,007	392	784	5,400	5,400	5,400	5,400	-	0.00%
52228 EQUIPMENT TIRES	90	26	52	500	500	500	500	-	0.00%
52240 SAFETY MATERIAL	21,371	3,557	7,114	13,000	13,000	13,000	13,000	-	0.00%
52250 STRT & TRAFFIC LITE MAINT	80,749	18,818	37,636	30,000	30,000	30,000	30,000	-	0.00%
52251 NEW ELECTRIC CONN	2,727	35,998	71,996	10,000	10,000	10,000	10,000	-	0.00%
52252 NEW RENTAL LIGHT CONN	-	-	-	3,500	3,500	3,500	3,500	-	0.00%
52400 SMALL TOOLS EQUIPMENT	20,185	5,533	11,066	15,000	15,000	15,000	15,000	-	0.00%
52720 BLDG & GROUND MAINT.	2,293	-	-	1,500	1,500	1,500	-	(1,500)	-100.00%
52771 SYSTEM MAINTENANCE	151,913	53,710	107,420	100,000	100,000	100,000	100,000	-	0.00%
52773 R O W CLEARING	-	-	-	-	-	-	-	-	0.00%
53030 PROF SERVICES-ENGINEERS	8,957	989	1,978	5,000	5,000	5,000	5,000	-	0.00%
55036 SAFETY CONSULTANT	1,500	-	-	-	3,000	3,000	3,000	-	0.00%
53260 UNIFORMS	8,913	1,769	3,538	5,000	5,000	5,000	5,000	-	0.00%
53300 ADVERTISING LEGAL NOTICE	914	170	340	200	200	200	200	-	0.00%
53600 ELECTRIC POWER PURCHASE	10,251,546	4,256,959	11,569,779	12,057,919	\$11,569,779	\$11,569,779	\$10,991,290	(\$578,489)	-5.00%
53620 GAS	218	85	170	1,000	1,000	1,000	1,000	-	0.00%
53630 POWER CONSUMED	150,557	75,205	150,410	135,000	150,000	150,000	150,000	-	0.00%
53635 TELEPHONE	4,038	1,672	3,344	4,000	4,000	4,000	4,000	-	0.00%
53720 RAILROAD LEASE	-	-	-	-	-	-	-	-	0.00%
53771 Outside Storm Assistnce	-	-	1,556	-	-	-	-	-	-
53810 RENT - CITY HALL	113	-	900	1,350	1,350	1,350	1,350	-	0.00%
54040 MEMBERSHIP DUES	1,228	1,290	2,580	500	500	500	500	-	0.00%
54041 EMPLOYEE TRAINING	19,233	8,802	17,604	8,000	8,000	8,000	18,000	10,000	125.00%
54042 TRAVEL	2,033	1,044	5,440	2,500	2,500	2,500	2,500	-	0.00%
54050 INCIDENTAL EXPENSE	18,845	9,436	9,000	1,500	1,500	1,500	1,500	-	0.00%
54051 MEDICAL EXPENSES	832	790	1,580	750	750	750	750	-	0.00%
54059 GENERATOR FUEL	-	-	-	5,000	5,000	5,000	5,000	-	0.00%
54060 GENERATOR O&M	30,405	10,712	18,492	8,500	8,500	8,500	8,500	-	0.00%
54078 PUBLIC POWER WEEK	1,606	-	-	4,000	4,000	4,000	4,000	-	0.00%
<b>Total</b>	<b>\$ 10,848,591</b>	<b>\$ 4,529,626</b>	<b>\$ 12,108,117</b>	<b>\$ 12,484,369</b>	<b>\$ 12,021,579</b>	<b>\$ 12,023,579</b>	<b>\$ 11,453,590</b>	<b>\$ (569,989)</b>	<b>-4.74%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL EQUIPMENT	\$ -	-	\$ -	\$ -	\$ 58,000			-	0.00%
55024 CAPITAL-VEHICLES	-	-	72,000		80,000	72,000	34,000	(38,000)	-52.78%
55044 Capital - Facilities	\$ -	-	\$ 535						0.00%
55050 CAPITAL-SYSTEM	-	-	120,000	125,000	100,000	120,000	100,000	(20,000)	-16.67%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 192,535</b>	<b>\$ 125,000</b>	<b>\$ 238,000</b>	<b>\$ 192,000</b>	<b>\$ 134,000</b>	<b>\$ (58,000)</b>	<b>-30.21%</b>
<b>Debt</b>									
56010 NOTE PMT- ALTEC TRUCK Di	46,603	46,603	46,603	46,603	46,603	46,603	46,603	-	0.00%
56064 NOTE PMT ALTEC 55' Bucket	40,000	-	40,000		40,000	40,000	40,000	-	0.00%
56077 NOTE PMT ROW BUCKET e-	26,810	26,810	26,810	26,811	26,811	26,811	26,811	-	0.00%
56078 Note Payment Truck-bucket	-	-	-				37,028	37,028	0.00%
56210 DEBT PAYMENTS	322,778	168,737	337,474	336,540	322,778	342,398	116,660	(225,738)	-65.93%
<b>Total Debt</b>	<b>436,191</b>	<b>242,150</b>	<b>450,887</b>	<b>409,954</b>	<b>436,192</b>	<b>455,812</b>	<b>267,102</b>	<b>(188,710)</b>	<b>-41.40%</b>
<b>Fund Transfers</b>									
57000 OVERHEAD ALLOCATION	482,002	231,228	462,455	332,660	482,002	462,455	443,970	(18,485)	-3.84%
57001 ALLOCATION TO GFUND	872,615	446,441	892,882	1,079,567	872,615	892,882	891,254	(1,628)	-0.19%
57250 DEPRECIATION FUND	50,000	25,000	50,000	50,000	50,000	50,000	50,000	-	0.00%
<b>Total Trfr-Funds</b>	<b>1,404,617</b>	<b>702,669</b>	<b>1,405,337</b>	<b>1,462,227</b>	<b>1,404,617</b>	<b>1,405,337</b>	<b>1,385,224</b>	<b>(20,113)</b>	<b>-1.43%</b>
<b>Total Expenditures</b>									
Salaries and Wages	\$ 657,645	\$ 414,043	\$ 828,086	\$ 533,633	\$ 572,903	\$ 696,149	\$ 714,510	\$ 18,362	3%
Operational	10,848,591	4,529,626	12,108,117	12,484,369	12,021,579	12,023,579	11,453,590	(569,989)	-5%
Capital	-	-	192,535	125,000	238,000	192,000	134,000	(58,000)	-30%
Debt	486,191	267,150	500,887	459,954	486,192	505,812	317,102	(188,710)	-37%
Transfer	872,615	446,441	892,882	1,079,567	872,615	892,882	891,254	(1,628)	0%
Overhead	482,002	231,228	462,455	332,660	482,002	462,455	443,970	(18,485)	-4%
<b>Total</b>	<b>\$ 13,347,044</b>	<b>\$ 5,888,488</b>	<b>\$ 14,984,962</b>	<b>\$ 15,015,183</b>	<b>\$ 14,673,291</b>	<b>\$ 14,772,877</b>	<b>\$ 13,954,426</b>	<b>\$ (818,451)</b>	<b>-6%</b>

# DPW&U: RIGHT OF WAY MAINTENANCE

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: RIGHT OF WAY MAINTENANCE

### MISSION

The mission of the Right of Way Maintenance (ROW) Division is to provide customers with reliable and safe services in a cost-effective manner and to keep the City's Right of Ways where city infrastructure is located cleared so that the other crews within Public Works can maintain the infrastructure in a more effective and efficient manner.

### ACHIEVEMENTS

This division was formed in FY 16 with an anticipated twenty-four month schedule to achieve full operations.

#### Exceptional Infrastructure

- Completed cutting and clearing Lydia Mill back alley circuits.
- Assumed primarily responsibility over facility maintenance.
- Cleared line to river pump station for the first time in twenty years.
- Completed right of way maintenance on one of six system circuits.

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

#### Exceptional Infrastructure

- Trim and clear Right of Way on two additional electric circuits.
- Reclaim and maintain Bush River Sanitary Sewer Basin Rights of Way.
- Assist Inspection & Planning Department by removal 10 dilapidated houses.

### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	0	9	0	4	4	5	8	3
Part - Time	0	0	0	0	0	0	0	0
Total	0	9	0	4	4	5	8	3

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 269,707	\$ 172,301	\$ 344,602	\$ 305,843	\$ 324,654	\$ 371,141	\$ 469,424	\$ 98,283	26%
Operational	53,108	50,085	100,170	61,700	71,250	122,450	108,950	(13,500)	-11%
Capital	-	-	-	-	16,000	-	55,000	55,000	0%
Debt	67,917	55,612	67,916	-	69,615	67,916	74,216	6,300	-
<b>Total</b>	<b>\$ 322,815</b>	<b>\$ 222,386</b>	<b>\$ 444,772</b>	<b>\$ 367,543</b>	<b>\$ 481,519</b>	<b>\$ 561,507</b>	<b>\$ 707,590</b>	<b>\$ 146,083</b>	<b>26%</b>

Increases are due to the addition of three employees and Capital Equipment as explained below. A portion of this budget is funded by the sewer I& I fund that is offset by a revenue line in the Utility budget.

### CAPITAL FUNDING

The Capital funding included in this division budget is for a flatbed truck to move ROW equipment for \$55,000.

### DEBT SERVICE

The ROW Department Debt Service for FY 2020-21 that was placed in this budget is funded by the sewer I& I fund that is offset by a revenue line in the Utility budget. The payments are as follows:

Mini Jarruff	17,726
Tractor	12,304
Truck	15,200
Skid steer	24,835
Depreciation Fund	6,300

**RIGHT OF WAY MAINTENANCE 340705** **FY 20/21**

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 165,850	\$ 105,306	\$ 210,612	\$ 183,116	\$ 184,646	\$ 211,008	\$ 293,064	\$ 82,056	38.89%
50110 OVERTIME SALARIES	813	8,728	17,456	10,000	10,000	10,000	10,000	-	0.00%
50200 LABOR FOR SPECAL	-	-	-	-	-	-	-	-	-
50220 OVERTIME FOR SPECIAL	-	-	-	-	-	-	-	-	-
50400 SOCIAL SECURITY	11,762	8,334	16,668	14,773	14,890	16,907	23,184	6,277	37.13%
50500 SC RETIREMENT	21,650	17,123	34,246	26,187	26,102	31,847	46,702	14,855	46.64%
50700 WORKMENS COMPENSATION	42,425	19,771	39,542	40,158	57,801	60,350	37,769	(22,581)	-37.42%
50800 UNEMPLOYMENT CLAIMS	-	-	-	-	-	-	-	-	0.00%
51741 GROUP HEALTH INS.	26,920	12,839	25,678	31,319	30,923	40,697	58,250	17,553	43.13%
51750 GROUP LIFE-SC RETIREMENT	287	200	400	290	292	332	455	123	37.13%
<b>Total</b>	<b>\$ 269,707</b>	<b>\$ 172,301</b>	<b>\$ 344,602</b>	<b>\$ 305,843</b>	<b>\$ 324,654</b>	<b>\$ 371,141</b>	<b>\$ 469,424</b>	<b>\$ 98,283</b>	<b>26%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Operational Expenditure</b>									
52010 MATERIAL SALES	-	-	-	-	-	-	-	-	0.00%
52100 OFFICE SUP	-	66	132	300	300	300	300	-	0.00%
52125 PRINT EXP	-	-	-	500	300	300	300	-	0.00%
52130 POSTAGE	41	26	52	300	300	300	300	-	0.00%
52190 CHEMICALS	-	6	12	500	500	500	500	-	-
52210 CLEAN SUPP	480	45	90	300	300	300	300	-	0.00%
52220 FUEL	4,615	4,789	9,578	8,000	5,000	5,000	5,000	-	0.00%
52221 VEH REPAIR	22,725	6,249	12,498	15,000	15,000	15,000	15,000	-	0.00%
52222 VEHICLE TI	1,265	-	-	750	2,500	2,500	2,500	-	0.00%
52223 VEH MAINT	6,590	4,070	8,140	2,500	3,500	3,500	3,500	-	0.00%
52225 RADIO MAIN	-	509	1,018	500	500	500	500	-	0.00%
52240 SAFETY MAT	10	346	692	2,000	2,000	2,000	2,000	-	0.00%
52400 SMALL TOOL	4,449	3,357	6,714	5,000	5,000	5,000	6,500	1,500	0.00%
52720 BLD/GROUND	1,316	235	470	1,500	1,500	1,500	1,500	-	0.00%
52771 SYSTEM MAINT	-	-	-	-	-	-	-	-	-
52773 ROW CLEARI	5,813	24,650	49,300	10,000	15,000	65,000	50,000	(15,000)	0.00%
Tree Line USA/Arbor day	594	-	-	-	2,000	2,000	2,000	-	-
SAFETY CONSULTANT	-	1,500	3,000	-	3,000	3,000	3,000	-	-
53260 UNIFORMS	860	1,123	2,246	2,800	2,800	4,000	4,000	-	0.00%
53300 ADVER-LEGA	698	170	340	500	500	500	500	-	0.00%
53630 POW CONSUMED	56	82	164	2,500	2,500	2,500	2,500	-	0.00%
53635 TELEPHONE	2,045	912	1,824	2,000	2,000	2,000	2,000	-	0.00%
54041 TRAINING	-	-	-	3,000	3,000	3,000	3,000	-	0.00%
54042 TRAVEL	-	-	-	500	500	500	500	-	0.00%
54050 INCIDENTAL EXPENSE	649	1,393	2,786	2,500	2,500	2,500	2,500	-	0.00%
54051 MEDICAL EXPENSES	902	557	1,114	750	750	750	750	-	0.00%
<b>Total</b>	<b>\$ 53,108</b>	<b>\$ 50,085</b>	<b>\$ 100,170</b>	<b>\$ 61,700</b>	<b>\$ 71,250</b>	<b>\$ 122,450</b>	<b>\$ 108,950</b>	<b>\$ (13,500)</b>	<b>-12.4%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EQUIPMEN	-	-	-	-	16,000	-	-	-	0.00%
55024 CAPITAL VEHICLES	-	-	-	-	-	-	55,000	-	0.00%
55025 SEWER I & I CAP UNBUDG-I&I	-	-	-	-	-	-	-	-	0.00%
55044 CAPITAL OUTLAY-FAC	-	-	-	-	-	-	-	-	0.00%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>-</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Debt</b>									
56010 NOTE PMT-Mower& JARUFF-sh	17,276	17,276	17,276	-	17,276	17,276	17,276	-	0.00%
56010 NOTE PMT Tractor	12,305	-	12,304	-	12,304	12,304	12,304	-	-
56010 Note Payment Tree Truck	13,501	13,501	13,501	-	15,200	13,501	13,501	-	-
56064 NOTE PMT SKID STEER-I & I n	24,835	24,835	24,835	-	24,835	24,835	24,835	-	0.00%
57250 DEPRECIATION FUND	-	-	-	-	-	-	6,300	-	-
<b>Total</b>	<b>\$ 67,917</b>	<b>\$ 55,612</b>	<b>\$ 67,916</b>	<b>\$ -</b>	<b>\$ 69,615</b>	<b>\$ 67,916</b>	<b>\$ 74,216</b>	<b>\$ -</b>	<b>-</b>

# DPW&U: SANITARY SEWER

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: SANITARY SEWER

### MISSION

The mission of the Sanitary Sewer Division is to provide customers with reliable and safe wastewater services in a cost-effective manner and to plan, design, and expand the wastewater system to support regional growth.

### ACHIEVEMENTS

#### Exceptional Infrastructure

- Completed CMOM development and implementation.
- Cleaned 60% of the Miller's Fork Sewer Basin.
- Completed inspection at all MHM Bush River and Miller Fork's Basins.

### PERFORMANCE MEASURES

Measure	FY14	FY15	FY16	FY 17	FY18	FY 19
Miles of Sewer Line	63	64	64	64	69	69
Number of Sewer Pump Stations	10	10	10	10	10	10
Sewer System Workers	3	5	4.5	5	5.5	5.5
Sewer Customers	4,251	4,154	4,208	4,210	4,215	4,232

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

#### Exceptional Infrastructure

- Continue to assess the condition of sewer lines in the basins not affected by the consent order.
- Rehabilitate 50 manholes.
- Complete manhole inspections.
- Achieve more operator licensing.
- Continue to apply for CDBG and RIA grants to assist with repairs of sewer lines.
- Hire qualified staff to complete Sewer Crew.
- Inspect and grade all consent order basins.

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	3	3	3	4.5	6.5	5.0	5.0	0.0
Part - Time	0	0	0	0	0	0	0	0
Total	3	3	3	4.5	6.5	5.0	5.0	0.0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 157,427	\$ 98,060	\$ 196,120	\$ 187,351	\$ 280,144	\$ 310,034	\$ 311,894	\$ 1,861	1%
Operational	2,027,968	632,066	1,354,418	1,598,750	1,281,100	1,389,400	1,448,100	58,700	5%
Capital	12,375	56,012	352,024	40,000	194,000	240,000	245,000	5,000	3%
Debt	6,167	6,167	12,334	6,167	6,167	6,167	239,487	233,320	-
Transfer	140,389	70,313	140,626	164,155	140,389	140,626	150,794	10,168	0
Overhead	77,546	36,418	72,835	50,583	77,546	72,835	75,117	2,282	0
<b>Total</b>	<b>\$ 2,421,872</b>	<b>\$ 899,036</b>	<b>\$ 2,128,357</b>	<b>\$ 2,047,006</b>	<b>\$ 1,979,346</b>	<b>\$ 2,159,062</b>	<b>\$ 2,470,392</b>	<b>\$ 311,331</b>	<b>16%</b>

The Sanitary Sewer Department increased by \$311,331. The following items are the major increases for this budget:

- Professional Services increased to cover engineering costs for sewer line repairs.
- Debt increased for the reallocation of bond payments for the portion of bond funds that were used for replacement of sewer lines.

## CAPITAL FUNDING

The Sanitary Sewer Department requests a total of \$200,000 in capital expenditures in 2020/2021 to cover the costs associated with the anticipation for the need to conduct significant sewer repair work on several sewer lift stations. The Sewer Department also requests \$45,000 to upgrade a flatbed truck to add a service body.

## DEBT SERVICE

The Sanitary Sewer Department is required to make payments of \$6,167 to the Depreciation Fund.

<b>SANITARY SEWER 340 710</b>	<b>FY 20/21</b>
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	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Salaries & Wages	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
50100 SALARIES	\$ 101,115	\$ 61,867	\$ 123,734	\$ 114,310	\$ 173,691	\$ 189,725	\$ 193,415	\$ 3,690	1.94%
50110 OVERTIME SALARIES	642	4,963	9,926	7,500	7,500	7,500	7,500	-	0.00%
50220 OVERTIME FOR SPEC	1,086	-	-	-	-	-	-	-	-
50400 SOCIAL SECURITY	7,392	4,988	9,976	9,318	13,861	15,088	15,370	282	1.87%
50500 SC RETIREMENT	12,531	10,194	20,388	16,517	24,298	28,420	30,961	2,541	8.94%
50700 WORKMENS COMPEI	12,400	5,256	10,512	10,677	20,630	21,098	15,508	(5,590)	-26.50%
50800 UNEMPLOYMENT CL	-	-	-	200	200	200	200	-	0.00%
51741 GROUP HEALTH INS.	22,113	10,736	21,472	28,645	39,692	47,707	48,639	932	1.95%
51750 GROUP LIFE-SC RETI	148	56	112	183	272	296	301	6	1.87%
<b>Total</b>	<b>\$ 157,427</b>	<b>\$ 98,060</b>	<b>\$ 196,120</b>	<b>\$ 187,351</b>	<b>\$ 280,144</b>	<b>\$ 310,034</b>	<b>\$ 311,894</b>	<b>\$ 1,861</b>	<b>1%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Operational Expenditure	Actual	December	End	Approved Budget	Approved Budget	Approved Budget	Requested Budget	Requested Increase	Difference
52010 MATERIAL SALES	-	-	-	100	100	100	100	-	0.00%
52100 OFFICE SUPPLIES	164	203	406	200	200	200	200	-	0.00%
52130 POSTAGE	88	28	56	200	200	200	200	-	0.00%
52190 CHEMICALS	367	4	8	500	500	500	500	-	0.00%
52210 CLEANING SUPPLIES	161	-	-	-	-	-	-	-	0.00%
52220 FUEL OIL LUBRICATI	10,236	4,998	9,996	7,000	10,000	10,000	10,000	-	0.00%
52221 VEHICLE REPAIRS	229	-	-	3,000	3,000	300	300	-	0.00%
52222 VEH TIRE PURCHASE	-	65	130	2,000	2,000	200	500	300	150.00%
52223 VEHICLE MAINTENA	1,251	2,143	4,286	6,000	2,000	200	2,000	1,800	900.00%
52225 RADIO MAINT	144	210	420	250	250	250	250	-	0.00%
52226 EQUIPMENT REPAIR	3,372	4,351	8,702	4,000	4,000	4,000	4,000	-	0.00%
52227 EQUIPMENT MAINT	279	1,302	2,604	1,500	1,500	1,500	1,500	-	0.00%
52228 EQUIPMENT TIRES	2,734	1,415	2,830	1,000	1,000	1,500	1,500	-	0.00%
52240 SAFETY MATERIAL	2,051	651	1,302	1,000	1,000	1,500	1,500	-	0.00%
52253 NEW TAPS	-	-	-	-	-	-	-	-	0.00%
52400 SMALL TOOLS EQUIP	3,478	2,094	4,188	3,000	3,000	3,000	3,500	500	16.67%
52720 BLDG & GROUND MA	1,198	-	-	500	500	500	500	-	0.00%
52771 SYSTEM MAINTENA	77,682	4,857	100,000	100,000	100,000	115,000	125,000	10,000	8.70%
52773 R O W CLEARING	85	-	-	-	-	-	-	-	0.00%
52780 LIFT STATION MAIN	233	5,912	11,824	15,000	15,000	15,000	22,000	7,000	46.67%
SAFETY CONSULTANT	-	-	-	-	3,000	3,000	-	(3,000)	-
53030 PROFESSIONAL SERV	85,073	31,417	62,834	10,000	10,000	10,000	50,000	40,000	400.00%
53035 PROFESSIONAL SERV	3,693	2,006	4,012	-	-	-	-	-	0.00%
53260 UNIFORMS	2,661	2,357	4,714	1,500	1,500	2,400	3,500	1,100	45.83%
53300 ADVERTISING LEGAL	391	-	-	150	500	500	500	-	0.00%
53610 LCWSC TRT	1,817,948	565,149	1,130,298	1,420,000	1,100,000	1,200,000	1,200,000	-	0.00%
53620 GAS	-	-	-	600	600	600	600	-	0.00%
53630 POWER CONSUMED	10,668	2,414	4,828	10,000	10,000	9,000	9,000	-	0.00%
53635 TELEPHONE	1,166	388	776	1,000	1,000	1,000	1,000	-	0.00%
53650 SEWER SERVICE	-	-	-	-	-	-	-	-	0.00%
53776 REGULATORY FEES	-	-	-	6,000	6,000	3,000	3,000	-	0.00%
53810 RENT - CITY HALL	113	-	-	1,350	1,350	1,350	1,350	-	0.00%
54040 Membership Dues	45	-	-	-	-	200	200	-	0.00%
54041 EMPLOYEE TRAININ	893	-	-	2,000	2,000	2,500	3,000	500	20.00%
54042 TRAVEL	493	-	-	500	500	1,500	2,000	500	33.33%
54050 INCIDENTAL EXPEN	94	-	-	250	250	250	250	-	0.00%
54051 MEDICAL EXPENSES	978	102	204	150	150	150	150	-	0.00%
<b>Total</b>	<b>\$ 2,027,968</b>	<b>\$ 632,066</b>	<b>\$ 1,354,418</b>	<b>\$ 1,598,750</b>	<b>\$ 1,281,100</b>	<b>\$ 1,389,400</b>	<b>\$ 1,448,100</b>	<b>\$ 58,700</b>	<b>4%</b>

	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EC	12,375	-	-	-	20,000	-	-	-	0.00%
55024 CAPITAL- VEHICLES	-	-	-	-	44,000	-	45,000	45,000	
55045 CAPITAL SEWER SYS	-	-	240,000	40,000	130,000	240,000	200,000	(40,000)	0.00%
55025 SEWER I & I CAP UNI	-	56,012	112,024	-	-	-	-	-	0.00%
55044 CAPITAL OUTLAY-F/	-	-	-	-	-	-	-	-	
<b>Total</b>	<b>\$ 12,375</b>	<b>\$ 56,012</b>	<b>\$ 352,024</b>	<b>\$ 40,000</b>	<b>\$ 194,000</b>	<b>\$ 240,000</b>	<b>\$ 245,000</b>	<b>\$ 5,000</b>	<b>3%</b>
<b>Debt Service/ Fund Transfers</b>									
56079 Bonds Payable	-	-	-	-	-	-	233,320	233,320	0.00%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 233,320</b>	<b>\$ 233,320</b>	
<b>Debt Service/ Fund Transfers</b>									
57250 DEPRECIATION FUNI	6,167	6,167	12,334	6,167	6,167	6,167	6,167	-	0.00%
57000 OVERHEAD ALLOCAI	77,546	36,418	72,835	50,583	77,546	72,835	75,117	2,282	3.13%
57001 ALLOCATION TO GFU	140,389	70,313	140,626	164,155	140,389	140,626	150,794	10,168	7.23%
<b>Total Trfrs</b>	<b>224,102</b>	<b>112,898</b>	<b>225,795</b>	<b>220,905</b>	<b>224,102</b>	<b>219,628</b>	<b>232,078</b>	<b>12,450</b>	<b>5.67%</b>
<b>Total Expenditures</b>									
Salaries and Wages	\$ 157,427	\$ 98,060	\$ 196,120	\$ 187,351	\$ 280,144	\$ 310,034	\$ 311,894	\$ 1,861	1%
Operational	2,027,968	632,066	1,354,418	1,598,750	1,281,100	1,389,400	1,448,100	58,700	5%
Capital	12,375	56,012	352,024	40,000	194,000	240,000	245,000	5,000	3%
Debt	6,167	6,167	12,334	6,167	6,167	6,167	239,487	233,320	-
Transfer	140,389	70,313	140,626	164,155	140,389	140,626	150,794	10,168	0
Overhead	77,546	36,418	72,835	50,583	77,546	72,835	75,117	2,282	0
<b>Total</b>	<b>\$ 2,421,872</b>	<b>\$ 899,036</b>	<b>\$ 2,128,357</b>	<b>\$ 2,047,006</b>	<b>\$ 1,979,346</b>	<b>\$ 2,159,062</b>	<b>\$ 2,470,392</b>	<b>\$ 311,331</b>	<b>16%</b>



**BUDGETARY ANALYSIS**

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Operational	81,815	13,788	40,050	8,600	11,600	40,600	40,600	-	0%
Capital	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 81,815</b>	<b>\$ 13,788</b>	<b>\$ 40,050</b>	<b>\$ 8,600</b>	<b>\$ 11,600</b>	<b>\$ 40,600</b>	<b>\$ 40,600</b>	<b>\$ -</b>	<b>0%</b>

The 2020/2021 Storm Sewer budget did not change..

**CAPITAL FUNDING**

There are no capital requests funded in the Storm Sewer budget.

**DEBT SERVICE**

There is currently no debt service in the Storm Sewer division.

**STORM SEWER 340715** **FY 20/21**

Salaries & Wages	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
50100 SALARIES	-	0	0	-	-	-	-	-	0%
50110 OVERTIME SALARIES	-	-	-	-	-	-	-	-	0%
50400 SOCIAL SECURITY	-	-	-	-	-	-	-	-	0%
50500 SC RETIREMENT	-	-	-	-	-	-	-	-	0%
50700 WORKMENS COMPEN	-	-	-	-	-	-	-	-	0%
50800 UNEMPLOYMENT CL.	-	-	-	-	-	-	-	-	0%
51741 GROUP HEALTH INS.	-	-	-	-	-	-	-	-	0%
51750 GROUP LIFE-SC RETII	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Operational Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
52010 MATERIAL SALES	-	-	-	150	150	150	150	-	0.00%
52100 OFFICE SUPPLIES	-	-	-	-	-	-	-	-	0.00%
52130 POSTAGE	-	-	-	-	-	-	-	-	0.00%
52190 CHEMICALS	-	-	-	100	100	100	100	-	0.00%
52210 CLEANING SUPPLIES	598	290	580	100	100	100	100	-	0.00%
52220 FUEL OIL LUBRICATI	-	-	-	-	-	-	-	-	0.00%
52221 VEHICLE REPAIRS	-	-	-	-	-	-	-	-	0.00%
52222 VEH TIRE PURCHASE	-	-	-	-	-	-	-	-	0.00%
52223 VEHICLE MAINTENAN	-	-	-	-	-	-	-	-	0.00%
52225 RADIO MAINT	-	-	-	-	-	-	-	-	0.00%
52240 SAFETY MATERIAL	-	-	-	300	300	300	300	-	0.00%
52400 SMALL TOOLS EQUIP	-	-	-	200	200	200	200	-	0.00%
52720 BLDG & GROUND MA	-	-	-	-	-	-	-	-	0.00%
52771 SYSTEM MAINTENAN	62,438	13,382	26,764	6,000	6,000	30,000	30,000	-	0.00%
SAFETY CONSULTAN	1,500	-	-	-	3,000	3,000	3,000	-	0.00%
53030 PROF SERVICES-ENGI	17,000	-	12,500	-	-	5,000	5,000	-	0.00%
53260 UNIFORMS	-	-	-	-	-	-	-	-	0.00%
53620 GAS	-	-	-	-	-	-	-	-	0.00%
53630 POWER CONSUMED	113	90	180	1,000	1,000	1,000	1,000	-	0.00%
53635 TELEPHONE	-	-	-	150	150	150	150	-	0.00%
53774 MAINTENANCE CONT	-	-	-	500	500	500	500	-	0.00%
54000 RENT - CITY HALL	-	-	-	-	-	-	-	-	0.00%
54041 EMPLOYEE TRAININC	-	-	-	-	-	-	-	-	0.00%
55042 TRAVEL	-	-	-	-	-	-	-	-	0.00%
54050 INCIDENTAL EXPENS	64	-	-	100	100	100	100	-	0.00%
54051 MEDICAL EXPENSES	102	26	26	-	-	-	-	-	0.00%
<b>Total</b>	<b>\$ 81,815</b>	<b>\$ 13,788</b>	<b>\$ 40,050</b>	<b>\$ 8,600</b>	<b>\$ 11,600</b>	<b>\$ 40,600</b>	<b>\$ 40,600</b>	<b>\$ -</b>	<b>0%</b>

Capital Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
55023 CAPITAL OUTLAY-EQ	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
55024 CAPITAL VEHICLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA
55044 CAPITAL FACILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA
55024 CAPITAL SYSTEM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA
55210 BOND PAYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NA</b>

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Operational	81,815	13,788	40,050	8,600	11,600	40,600	40,600	-	0%
Capital	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 81,815</b>	<b>\$ 13,788</b>	<b>\$ 40,050</b>	<b>\$ 8,600</b>	<b>\$ 11,600</b>	<b>\$ 40,600</b>	<b>\$ 40,600</b>	<b>\$ -</b>	<b>0%</b>

# DPW&U: WATER DISTRIBUTION

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: WATER DISTRIBUTION

### MISSION

The mission of the Water Distribution Division is to effectively repair, replace, and expand the City's water system to allow an adequate, uninterrupted supply of safe water for domestic, industrial, and fire protection needs of the community.

### ACHIEVEMENTS

#### Exceptional Infrastructure

- Replaced water lines on Skyland Drive.
- Completed Phase III of Clinton Mills Water project.

### PERFORMANCE MEASURES

Measure	FY14	FY15	FY16	FY17	FY18	FY19
Miles of Water Line	103	104	104	105	105	105
Water Customers	4154	4208	4210	4215	4250	4347
Meters Replaced	1841	1440	963	72	30	32

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

#### Exceptional Infrastructure

- Remove and upgrade Galvanized mains and Services.
- Locate and remove Lead Service Lines.
- Install Valves on necessary hydrants.
- Loop dead-end lines.
- Locate, install, and GPS main line isolation valves for better control during main breaks.
- Achieve more Operator licensing.

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2015	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	0	5	5	4.5	6.0	6.0	6.0	0.0
Part - Time	0	0	0	0	0	0	0	0
Total	0	5	5	4.5	6.0	6.0	6.0	0.0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 306,232	\$ 167,302	\$ 334,604	\$ 228,745	\$ 330,401	\$ 325,874	\$ 333,438	\$ 7,564	2%
Operational	407,113	128,371	276,498	301,150	309,500	278,100	287,200	\$ 9,100	3%
Capital	36,097	15,825	160,000	132,500	243,000	220,000	370,000	\$ 150,000	68%
Debt	107,582	78,222	156,444	301,848	107,582	156,445	589,800	\$ 433,355	277%
Transfer	202,551	100,165	200,330	215,966	202,551	200,330	217,875	\$ 17,545	9%
Overhead	111,882	51,879	103,758	66,548	111,882	103,758	108,532	4,774	5%
<b>Total</b>	<b>\$ 1,171,457</b>	<b>\$ 541,764</b>	<b>\$ 1,231,634</b>	<b>\$ 1,246,757</b>	<b>\$ 1,304,916</b>	<b>\$ 1,284,507</b>	<b>\$ 1,906,845</b>	<b>\$ 622,338</b>	<b>48%</b>

The 2020-2021 Water Distribution budget has a total decrease of \$622,338 in expenses from last year. Significant changes include the following line items:

- Salaries and Wages increase of \$7,564 is primarily due to the additional SCPEBA increases in Health and Retirement Expenses.
- Operational increase of \$9,100.
- Capital increase of \$150,000 is due to the several water projects discussed below.
- Debt increase of \$433,335 is due to the reallocation of debt due to bond payments.
- 

## CAPITAL FUNDING

The Water Distribution Division budget includes funding of \$320,000 in capital expenditures for the following:

- System Maintenance: \$320,000 for replacement and repair of water tie ins for water lines and SCADA for Duncan Creek
- Facilities 50,000; Warehouse for water valves.

## DEBT SERVICE

The Water Distribution Division budget includes funding of \$589,800 in debt payments for the following:

- Existing Utility Revenue Bonds: \$589,800 payment on existing multiple series of utility revenue bonds and depreciation fund. Payments from Water Filtration were reallocated to Water Distribution because

## WATER DISTRIBUTION 340720

FY 19/20

	2017-2018 Actual	Through December 2018	FY 18-19 Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Increase	Percentage Difference
<b>Salaries &amp; Wages</b>									
50100 SALARIES	\$ 164,435	\$ 96,297	\$ 192,594	\$ 143,558	\$ 148,147	\$ 205,282	\$ 198,000	\$ (7,282)	-3.55%
50110 OVERTIME SALARIES	23,220	11,233	22,466	15,000	15,000	15,000	15,147	147	0.98%
50200 LABOR FOR SPECIAL	277	1,453	2,906						
50220 OVERTIME FOR SPECIAL	1,969	-	-						
50400 SOCIAL SECURITY	14,122	1,453	2,906	12,130	12,481	16,852	16,306	(546)	-3.24%
50500 SC RETIREMENT	27,326	15,542	31,084	17,426	22,123	31,743	30,714	(1,028)	-3.24%
50700 WORKMENS COMPENSA	5,740	2,662	5,324	8,587	8,500	19,206	22,193	2,987	15.55%
50800 UNEMPLOYMENT CLAIM	-	-	-	250	250	250	250	-	0.00%
51741 GROUP HEALTH INS.	40,176	16,871	33,742	21,893	22,000	41,738	42,944	1,206	2.89%
51750 GROUP LIFE-SC RETIREM	236	130	260	215	245	330	320	(11)	-3.24%
Total	\$ 277,501	\$ 145,641	\$ 291,282	\$ 219,058	\$ 228,745	\$ 330,401	\$ 325,874	\$ (4,527)	-2%
<b>Operational Expenditure</b>									
52010 MATERIAL SALES	89	-	-	500	500	500	500	-	0.00%
52100 OFFICE SUPPLIES	157	328	656	250	500	500	500	-	0.00%
52120 PRINTER LEASE	-	-	-	1,000	1,000	-	-	-	#DIV/0!
52125 PRINTING EXPENSE	-	133	266	200	200	-	-	-	#DIV/0!
52130 POSTAGE	172	135	270	150	150	100	150	50	50.00%
52190 CHEMICALS	41	-	-	500	500	300	300	-	0.00%
52210 CLEANING SUPPLIES	1,164	286	572	500	500	800	800	-	0.00%
52220 FUEL OIL LUBRICATION	6,867	2,345	4,690	8,000	8,000	8,000	8,000	-	0.00%
52221 VEHICLE REPAIRS	4,865	1,006	2,012	2,500	2,000	5,000	5,000	-	0.00%
52222 VEH TIRE PURCHASE/REI	245	1,605	3,210	500	500	500	1,600	1,100	220.00%
52223 VEHICLE MAINTENANCE	2,860	1,483	2,966	1,500	2,000	2,000	2,000	-	0.00%
52225 RADIO MAINT	-	530	1,060	200	200	200	400	200	100.00%
52226 EQUIPMENT REPAIRS	3,583	4,389	8,778		2,000	2,000	3,500		
52227 EQUIPMENT MAINTENAN	1,932	41	82		1,000	2,000	2,500		
52228 EQUIPMENT TIRES	1,306	-	-		1,000	1,000	1,800		
52240 SAFETY MATERIAL	1,892	3,394	6,788	1,500	1,500	1,500	2,000	500	33.33%
52253 NEW TAPS	1,151	-	-	-	-	-	1,000	1,000	0.00%
52400 SMALL TOOLS EQUIPMEI	7,628	3,080	6,160	5,000	5,000	5,000	5,500	500	10.00%
52720 BLDG & GROUND MAINT	28	28	56	500	500	500	500	-	0.00%
52771 SYSTEM MAINTENANCE	258,915	50,308	135,100	110,000	110,000	110,000	120,000	10,000	9.09%
52773 R O W CLEARING	-	-	-	-	-	-	-	-	0.00%
SAFETY CONSULTANT						3,000	3,000	-	
53030 PROF SERVICES-ENGINEI	107,964	56,652	113,304	150,000	150,000	150,000	100,000	(50,000)	-33.33%
APWA accreditation						-	-	-	0.00%
53260 UNIFORMS	2,412	976	1,952	2,500	2,500	2,500	3,000	500	20.00%
53300 ADVERTISING LEGAL NO	51	375	750	100	100	100	200	100	100.00%
53620 GAS	2,497	549	1,098	1,100	1,100	1,100	1,100	-	0.00%
53630 POWER CONSUMED	5,165	624	1,248	1,400	3,500	6,000	6,000	-	0.00%
53635 TELEPHONE	1,974	803	1,606	2,500	2,500	2,500	2,500	-	0.00%
53640 WATER CONSUMED	-	-	-	-	-	-	-	-	0.00%
53650 SEWER SERVICE	-	-	-	-	-	-	-	-	0.00%
53720 RAILROAD LEASE	982	-	-	-	-	-	-	-	0.00%
54040 MEMBERSHIP DUES	-	45	90	600	600	600	700	100	16.67%
54041 EMPLOYEE TRAINING	563	784	1,568	2,500	2,500	2,500	3,500	1,000	40.00%
54042 TRAVEL	-	855	1,710	750	750	750	1,500	750	100.00%
54050 INCIDENTAL EXPENSE	179	8,193	16,386	300	300	300	300	-	0.00%
54051 MEDICAL EXPENSES	212	-	-	250	250	250	250	-	0.00%
Total	\$ 414,894	\$ 138,947	\$ 312,378	\$ 294,800	\$ 301,150	\$ 309,500	\$ 278,100	\$ (31,400)	-10%

	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EQUIP	-	-	-	-	18,000	44,000	-	(44,000)	-100.00%
55024 CAPITAL OUTLAY-VEH	36,097	-	-	32,500	-	-	-	-	0.00%
55044 CAP OUTLAY-FACILITY I	-	-	-	-	-	16,000	50,000	34,000	0.00%
55070 CAPITAL- WATER SYSTE	-	15,825	160,000	100,000	225,000	160,000	320,000	160,000	100.00%
	\$ 36,097	\$ 15,825	\$ 160,000	\$ 132,500	\$ 243,000	\$ 220,000	\$ 370,000	\$ 150,000	0%
<b>Debt Service/ Fund Transfers</b>									
56054 BOND PAYMENT-CO	107,582	78,222	156,444	121,848	107,582	156,445	583,300	426,855	272.85%
56210 Debt Payments	-	-	-	180,000	-	-	-	-	-
Total Debt	\$ 107,582	\$ 78,222	\$ 156,444	\$ 301,848	\$ 107,582	\$ 156,445	\$ 583,300	\$ 426,855	272.85%
<b>Debt Service/ Fund Transfers</b>									
57250 Depreciation	-	-	-	-	6,500	6,500	6,500	-	-
57000 OVERHEAD ALLOCATION	111,882	51,879	103,758	66,548	111,882	103,758	108,532	4,774	4.60%
57001 ALLOCATION TO GFUND	202,551	100,165	200,330	215,966	202,551	200,330	217,875	17,545	8.76%
Total Transfers	\$ 314,433	\$ 152,044	\$ 304,088	\$ 282,514	\$ 314,433	\$ 304,088	\$ 326,407	\$ 22,319	7.34%
<b>Total Expenditures</b>									
Salaries and Wages	\$ 306,232	\$ 167,302	\$ 334,604	\$ 228,745	\$ 330,401	\$ 325,874	\$ 333,438	\$ 7,564	2%
Operational	407,113	128,371	276,498	301,150	309,500	278,100	287,200	9,100	3%
Capital	36,097	15,825	160,000	132,500	243,000	220,000	370,000	150,000	68%
Debt	107,582	78,222	156,444	301,848	107,582	156,445	589,800	433,355	277%
Transfer	202,551	100,165	200,330	215,966	202,551	200,330	217,875	17,545	9%
Overhead	111,882	51,879	103,758	66,548	111,882	103,758	108,532	4,774	5%
<b>Total</b>	<b>\$ 1,171,457</b>	<b>\$ 541,764</b>	<b>\$ 1,231,634</b>	<b>\$ 1,246,757</b>	<b>\$ 1,304,916</b>	<b>\$ 1,284,507</b>	<b>\$ 1,906,845</b>	<b>\$ 622,338</b>	<b>48%</b>

# DPW&U: WATER FILTRATION & TREATMENT

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: WATER FILTRATION & TREATMENT

### MISSION

The mission of the Water Filtration Division is to provide residents and customers with an adequate, high quality supply of drinking water through the effective operation of the Water Filter Plant.

### ACHIEVEMENTS

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>• Mud valves in all flocculators and Settling basins were replaced.</li> <li>• Sodium permanganate is permitted by SCDHEC as an pre-oxidizer which reduces costs.</li> <li>• Rehabilitating the lab in accordance with SC DHEC requirements has begun.</li> <li>• Flushing program in Distribution system has been implemented.</li> <li>• Flocculator gates were repaired.</li> <li>• Achieved AWOP designation from SC DHEC.</li> </ul>
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### PERFORMANCE MEASURES

Measure	FY14	FY15	FY16	FY17	FY18	FY19
Average Daily MGD	2	2	2	2	2	2

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>• Remove old Chlorine line and install new one.</li> <li>• Continue to replace valve actuators.</li> <li>• Replace sweep valves for both filters</li> <li>• Continue flushing program in Distribution system</li> <li>• Renovate lab facility.</li> <li>• Installation of new online turbidimeters</li> <li>• Upgrade touch screen on filter #2.</li> <li>• Upgrade system scada.</li> </ul>
First Class City	<ul style="list-style-type: none"> <li>• Continue to meet AWOP standards for drinking water.</li> <li>• Achieve satisfactory rating on annual sanitary survey.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	7	5	6	7	7	7	7	0
Part - Time	2	2	2	2	2	0	0	0
Total	9	7	8	9	9	7	7	0

## BUDGETARY ANALYSIS

Total Expenditures	FALSE	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 487,767	\$ 248,460	\$ 496,920	\$ 538,545	\$ 528,065	\$ 501,081	\$ 509,570	\$ 8,489	2%
Operational	674,273	284,850	565,950	685,203	692,437	717,787	756,950	24,163	3%
Capital	43,948	7,115	14,230	75,000	31,000	158,449	224,011	65,562	41%
Debt	504,824	217,027	434,054	503,647	504,824	445,540	11,650	(433,890)	-97%
Transfer	-	-	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 1,710,812</b>	<b>\$ 757,452</b>	<b>\$ 1,511,154</b>	<b>\$ 1,802,395</b>	<b>\$ 1,756,326</b>	<b>\$ 1,822,857</b>	<b>\$ 1,502,181</b>	<b>\$ (335,676)</b>	<b>-19%</b>

The 2019/2020 Water Filtration Budget has a total net increase of \$335,676 due to the following:

- Salaries and Wages increased by \$8,489 due to increases from SC PEBA.
- Capital increased by \$65,562. Details of capital expenditures are listed below.
- Debt decreased by \$433,890 due to the reallocation of Bond payments to other departments, such as water distribution.

## CAPITAL FUNDING

The Water Filtration Department has a total capital funding of \$224,011 for the following items:

- Acutators \$16,000
- Norea Valve \$23,985
- New SCADA Update \$65,000
- River Pump \$45,000
- Soft Start High Service pump \$11,326
- VFD for River Pump 3 \$31,000
- Filter Transmitter \$4,700
- Truck \$27,000

## DEBT SERVICE

The Water Filtration Department has \$0 budgeted for payment of the Bond Issuances, all has been reallocated to Water Distribution. Depreciation funding equals \$11,650.

**WATER FILTRATION 340730** **FY 20/21**

Salaries & Wages	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
50100 SALARIES	341,104	172,553	345,106	372,255	364,344	339,329	\$ 348,209	8,880	2.62%
50110 OVERTIME SALARIES	10,251	3,067	6,134	8,000	8,000	8,000	8,000	-	0.00%
50400 SOCIAL SECURITY	25,766	13,076	26,152	29,090	28,484	26,571	27,250	679	2.56%
50500 SC RETIREMENT	42,387	26,973	53,946	51,563	49,931	50,050	54,892	4,842	9.67%
50700 WORKMENS COMPENSATI	15,064	8,172	16,344	16,597	16,196	15,405	15,653	248	1.61%
50800 UNEMPLOYMENT CLAIM	-	-	-	-	-	-	-	-	0.00%
51741 GROUP HEALTH INS.	52,678	24,411	48,822	60,471	60,551	61,205	55,032	(6,173)	-10.09%
51750 GROUP LIFE-SC RETIREM	517	208	416	570	559	521	534	13	2.56%
<b>Total</b>	<b>\$ 487,767</b>	<b>\$ 248,460</b>	<b>\$ 496,920</b>	<b>\$ 538,545</b>	<b>\$ 528,065</b>	<b>\$ 501,081</b>	<b>\$ 509,570</b>	<b>\$ 8,489</b>	<b>2%</b>

Operational Expenditure	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
52100 OFFICE SUPPLIES	402	102	204	400	400	400	400	-	0.00%
52110 OFFICE EQUIP - MAINT.	-	-	-	775	-	-	-	-	0.00%
52120 PRINTER LEASE	1,913	775	1,550	4,200	4,200	4,200	3,000	(1,200)	-
52125 PRINTING EXPENSE	-	117	234	1,250	1,250	1,250	1,000	(250)	-20.00%
52130 POSTAGE	1,981	212	424	7,000	6,000	2,000	2,000	-	0.00%
52210 CLEANING SUPPLIES	7	27	54	500	500	500	500	-	0.00%
52220 FUEL OIL LUBRICATION	2,183	683	1,366	1,800	1,800	1,800	1,800	-	0.00%
52221 VEHICLE REPAIRS	264	-	-	300	300	300	300	-	0.00%
52222 VEH TIRE PURCHASE/REI	-	736	1,472	250	250	250	250	-	0.00%
52223 VEHICLE MAINTENANCE	1,024	-	-	200	500	500	500	-	0.00%
52225 RADIO MAINT	-	-	-	500	500	500	500	-	0.00%
52240 SAFETY MATERIAL	2,210	1,012	2,024	1,600	1,600	1,600	2,000	400	25.00%
52280 WATER TREATMENT CHI	67,480	11,425	22,850	85,000	85,000	85,000	85,000	-	0.00%
52281 SLUDGE DISPOSAL	3,614	2,845	5,690	25,000	25,000	25,000	25,000	-	0.00%
52282 LAB CHEMICALS	58,053	26,132	52,264	45,000	55,000	60,000	65,000	5,000	8.33%
52400 SMALL TOOLS EQUIPME	460	223	446	500	500	500	500	-	0.00%
52720 BLDG & GROUND MAINT	10,430	571	1,142	5,000	5,000	5,000	5,000	-	0.00%
52771 SYSTEM MAINTENANCE	78,531	11,005	22,010	40,000	40,000	40,000	40,000	-	0.00%
RIVER PUMP MAINTENAN	73,628	13,164	26,328	35,000	35,000	40,000	40,000	-	100.00%
DUNCAN CREEK MAINTEN	-	-	-	-	-	-	15,000	-	-
52773 R O W CLEARING	-	-	-	-	-	-	-	-	0.00%
53000 PROF SERVICES	-	-	-	-	-	-	-	-	0.00%
53029 LAB TESTING	5,630	1,673	3,346	11,600	11,600	6,000	6,000	-	0.00%
SAFETY CONSULTANT	1,500	2,125	-	-	3,000	3,000	3,000	-	-
53030 PROF SERVICES-ENGINEE	3,843	1,237	2,474	20,000	20,000	20,000	20,000	-	0.00%
53260 UNIFORMS	1,027	952	1,904	1,200	1,200	1,700	2,000	300	17.65%
53300 ADVERTISING LEGAL NO	780	-	-	300	300	300	300	-	0.00%
53620 GAS	2,411	365	730	1,000	1,000	1,000	1,000	-	0.00%
53630 POWER CONSUMED	315,275	171,666	343,332	335,896	337,637	337,637	355,000	17,363	5.14%
53635 TELEPHONE	2,812	1,054	2,108	12,432	5,000	5,000	4,000	(1,000)	-20.00%
53640 WATER CONSUMED	-	-	-	-	-	-	-	-	0.00%
53650 SEWER SERVICE	-	-	-	-	-	-	-	-	0.00%
53774 MAINTENANCE CONTRAC	15,663	14,888	29,776	9,600	10,500	34,950	38,000	3,050	8.73%
53776 REGULATORY FEES	18,772	19,175	38,350	21,050	21,050	21,050	21,050	-	0.00%
53810 RENT - CITY HALL	117	-	-	-	-	-	-	-	0.00%
54040 MEMBERSHIP DUES	69	50	600	600	600	600	600	-	0.00%
54041 EMPLOYEE TRAINING	975	769	1,538	4,000	4,000	4,000	4,000	-	0.00%
54042 TRAVEL	1,688	1,592	3,184	2,500	3,000	3,000	3,500	500	16.67%
54050 INCIDENTAL EXPENSE	1,531	275	550	250	250	250	250	-	0.00%
54051 MEDICAL EXPENSES	-	-	-	500	500	500	500	-	0.00%
54059 GENERATOR FUEL	-	-	-	5,000	5,000	5,000	5,000	-	0.00%
54060 GENERATOR O&M	-	-	-	5,000	5,000	5,000	5,000	-	0.00%
54079 WATER DRINKING WEEK	-	-	-	-	-	-	-	-	0
54080 INTEREST/BANK FEES	-	-	-	-	-	-	-	-	0.00%
<b>Total</b>	<b>\$ 674,273</b>	<b>\$ 284,850</b>	<b>\$ 565,950</b>	<b>\$ 685,203</b>	<b>\$ 692,437</b>	<b>\$ 717,787</b>	<b>\$ 756,950</b>	<b>\$ 24,163</b>	<b>\$ 1</b>

	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
<b>Capital Expenditure</b>									
55023 CAPITAL OUTLAY-EQUIP	26,531	-	-	-	31,000	-	27,000	27,000	0%
55044 CAP OUTLAY-FACILITY I	43,948	7,115	14,230	75,000	-	158,449	197,011	38,562	24.34%
<b>Total Capital</b>	<b>\$ 43,948</b>	<b>\$ 7,115</b>	<b>\$ 14,230</b>	<b>\$ 75,000</b>	<b>\$ 31,000</b>	<b>\$ 158,449</b>	<b>\$ 224,011</b>	<b>\$ 65,562</b>	<b>41.38%</b>
<b>Debt Service/ Fund Transfers</b>									
56210 DEBT PAYMENTS	502,124	211,202	422,404	500,947	502,124	433,890	-	(433,890)	-100.00%
<b>Total Debt/</b>	<b>502,124</b>	<b>211,202</b>	<b>422,404</b>	<b>500,947</b>	<b>502,124</b>	<b>433,890</b>	<b>-</b>	<b>(433,890)</b>	<b>-100.00%</b>
<b>Debt Service/ Fund Transfers</b>									
57250 DEPRECIATION FUND	2,700	5,825	11,650	2,700	2,700	11,650	11,650	-	0.00%
<b>Total /Depr</b>	<b>2,700</b>	<b>5,825</b>	<b>11,650</b>	<b>2,700</b>	<b>2,700</b>	<b>11,650</b>	<b>11,650</b>	<b>-</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>FALSE</b>								
Salaries and Wages	\$ 487,767	\$ 248,460	\$ 496,920	\$ 538,545	\$ 528,065	\$ 501,081	\$ 509,570	\$ 8,489	2%
Operational	674,273	284,850	565,950	685,203	692,437	717,787	756,950	24,163	3%
Capital	43,948	7,115	14,230	75,000	31,000	158,449	224,011	65,562	41%
Debt	504,824	217,027	434,054	503,647	504,824	445,540	11,650	(433,890)	-97%
Transfer	-	-	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 1,710,812</b>	<b>\$ 757,452</b>	<b>\$ 1,511,154</b>	<b>\$ 1,802,395</b>	<b>\$ 1,756,326</b>	<b>\$ 1,822,857</b>	<b>\$ 1,502,181</b>	<b>\$ (335,676)</b>	<b>-19%</b>

# DPW&U: FLEET SERVICES

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: FLEET SERVICES

### MISSION

The mission of the Fleet Services Division is to provide the city's vehicle and equipment fleet with effective and efficient maintenance at the lowest possible cost.

### ACHIEVEMENTS

Fiscal Stability	<ul style="list-style-type: none"> <li>Continued to maintain the fleet within limited budgets.</li> </ul>
Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Replace Computer analyzer for maintenance diagnostics</li> <li>Closed in two additional workbays to accommodate large trucks.</li> </ul>

### PERFORMANCE MEASURES

Measure	FY15	FY16	FY17	FY18	FY19
Average Equipment / Vehicle Repairs per month	75	81	81	75	89

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Fiscal Stability	<ul style="list-style-type: none"> <li>Continue to reduce outsourced vehicle repairs.</li> <li>Update computer system, readers, and tools in the fleet maintenance facility.</li> <li>Update the equipment used to diagnose issues with vehicles, and equipment</li> </ul>
Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Maintain shop building up to OSHA standard.</li> </ul>

### PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	1	1	1	1	2	2	2	0
Part - Time	0	0	0	0	0	0	0	0
Total	1	1	1	1	2	2	2	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 137,627	\$ 81,620	\$ 163,240	\$ 67,776	\$ 118,236	\$ 122,269	\$ 122,528	\$ 259	0%
Operational	34,334	18,298	36,596	7,950	16,450	26,280	26,280	-	0%
Capital	30,485	-	-	60,000	99,000	4,500	9,000	4,500	100%
<b>Total</b>	<b>\$ 202,446</b>	<b>\$ 99,918</b>	<b>\$ 199,836</b>	<b>\$ 135,726</b>	<b>\$ 233,686</b>	<b>\$ 153,049</b>	<b>\$ 157,808</b>	<b>\$ 4,759</b>	<b>3%</b>

The Fleet Budget increased by \$4,759 due to increase in Capital expenditures for FY 20/21.

## CAPITAL FUNDING

The Fleet Services Division's Budget has \$9,000 in capital funding for trailer to haul equipment and vehicles.

## DEBT SERVICE

The Fleet Services Division has no debt service budgeted.

**FLEET 350735** **FY 20/21**

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Salaries & Wages	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Difference
		2019	Projections	Budget	Budget	Budget	Budget	Increase	
50100 SALARIES	71,488	40,842	81,684	40,850	76,727	78,287	80,018	1,731	2.21%
50110 OVERTIME SALARIES	23,993	17,319	34,638	1,800	1,800	1,800	1,800	-	0.00%
50400 SOCIAL SECURITY	6,778	4,215	8,430	3,263	6,007	6,127	6,259	132	2.16%
50500 SC RETIREMENT	12,598	8,899	17,798	5,783	10,530	11,485	12,608	1,123	9.78%
50700 WORKMENS COMPEN	6,937	1,808	3,616	4,000	5,900	4,916	3,840	(1,076)	-21.89%
50800 UNEMPLOYMENT CL/	-	-	-	50	50	50	50	-	0.00%
51741 GROUP HEALTH INS.	15,815	8,417	16,834	11,971	17,103	19,484	17,830	(1,654)	-1178%
51750 GROUP LIFE-SC RETIF	18	120	240	59	118	120	123	3	2.16%
<b>Total</b>	<b>\$ 137,627</b>	<b>\$ 81,620</b>	<b>\$ 163,240</b>	<b>\$ 67,776</b>	<b>\$ 118,236</b>	<b>\$ 122,269</b>	<b>\$ 122,528</b>	<b>\$ 259</b>	<b>0%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Operational Expenditure	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Difference
		2019	Projections	Budget	Budget	Budget	Budget	Increase	
52100 OFFICE SUPPLIES	369	95	190	50	50	200	200	-	0.00%
52190 CHEMICALS	1,600	2,046	4,092	1,200	2,000	2,000	2,000	-	0.00%
52210 CLEANING SUPPLIES	359	47	94	300	300	300	300	-	0.00%
52220 FUEL OIL LUBRICATI	3,258	6,285	12,570	1,200	2,000	2,000	2,000	-	0.00%
52221 VEHICLE REPAIRS	202	-	-	300	500	500	500	-	0.00%
52222 VEH TIRE PURCHASE/	380	65	130	300	500	500	500	-	0.00%
52223 VEHICLE MAINTENAN	2,831	146	292	-	-	1,000	1,000	-	0.00%
52226 EQUIPMENT REPAIR	-	-	-	-	-	280	280	-	0.00%
52227 EQUIPMENT MAINT.	327	-	-	-	-	500	500	-	0.00%
52225 RADIO MAINT	-	-	-	-	-	-	-	-	0.00%
52240 SAFETY MATERIAL	6,707	667	1,334	150	150	2,000	2,000	-	0.00%
52400 SMALL TOOLS EQUIP	12,971	4,315	8,630	2,500	6,000	7,000	7,000	-	0.00%
52720 BLDG & GROUND MA	4,125	722	1,444	250	250	250	250	-	0.00%
SAFETY CONSULTANT	-	3,000	6,000	-	3,000	3,000	3,000	-	0.00%
53260 UNIFORMS	1,001	877	1,754	550	550	1,100	1,100	-	0.00%
53620 GAS	-	-	-	400	400	400	400	-	0.00%
53630 POWER CONSUMED	42	33	66	400	400	400	400	-	0.00%
53635 TELEPHONE	-	-	-	250	250	250	250	-	0.00%
54041 EMPLOYEE TRAINING	-	-	-	-	-	3,500	3,500	-	0.00%
54042 TRAVEL	-	-	-	-	-	1,000	1,000	-	0.00%
54050 INCIDENTAL EXPENS	57	-	-	100	100	100	100	-	0.00%
54051 MEDICAL EXPENSES	105	-	-	-	-	-	-	-	0.00%
<b>Total</b>	<b>\$ 34,334</b>	<b>\$ 18,298</b>	<b>\$ 36,596</b>	<b>\$ 7,950</b>	<b>\$ 16,450</b>	<b>\$ 26,280</b>	<b>\$ 26,280</b>	<b>\$ -</b>	<b>\$ -</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Capital Expenditure	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Difference
		2019	Projections	Budget	Budget	Budget	Budget	Increase	
55023 CAPITAL OUTLAY-EQUIP	30,485	-	-	30,000	49,000	-	9,000	9,000	100.00%
55024 CAPITAL VEHICLES	\$ -	\$ -	\$ -	\$ 30,000	\$ 50,000	\$ -	\$ -	\$ -	100%
55044 CAPITAL FACILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ -	0%
<b>Total</b>	<b>\$ 30,485</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 99,000</b>	<b>\$ 4,500</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>100%</b>

	2018-2019	Through	FY 19-20 Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	Percentage
Total Expenditures	Actual	December	End	Approved	Approved	Approved	Requested	Requested	Difference
		2019	Projections	Budget	Budget	Budget	Budget	Increase	
Salaries and Wages	\$ 137,627	\$ 81,620	\$ 163,240	\$ 67,776	\$ 118,236	\$ 122,269	\$ 122,528	\$ 259	0%
Operational	34,334	18,298	36,596	7,950	16,450	26,280	26,280	\$ -	0%
Capital	30,485	-	-	60,000	99,000	4,500	9,000	\$ 4,500	100%
<b>Total</b>	<b>\$ 202,446</b>	<b>\$ 99,918</b>	<b>\$ 199,836</b>	<b>\$ 135,726</b>	<b>\$ 233,686</b>	<b>\$ 153,049</b>	<b>\$ 157,808</b>	<b>\$ 4,759</b>	<b>3%</b>

# OCM: RISK MANAGEMENT

## OFFICE OF THE CITY MANAGER: RISK MANAGEMENT

### MISSION

Risk Management, a unit of the Office of the City Manager, is committed to furnishing each city employee a place of employment that is free from recognized hazards through compliance with all OSHA regulatory mandates, personnel training, and continuous evaluation of the employee safety program. The Office of Risk Management is also charged with the responsibility for the preservation of assets, both physical and human by identifying, evaluating, and controlling loss exposures faced by the City of Clinton. The Office of Risk Management seeks to reduce workers' compensation claims, reduce damage to city assets and private property, and reduce premiums for workers' compensation and property/liability insurance coverage.

Risk Management includes the Division of Human Resources which strives to provide an equal opportunity for employment and advancement to the most highly qualified recruits and current employees through comprehensive screening processes, competitive pay structure, and employee benefits that meet or exceed requirements of state and federal labor laws and are consistent with established employment practice law.

### ACHIEVEMENTS

#### First Class City

- Maintained claim frequency at or below ten (10) reportable incidents in order to reduce the worker's compensation modifier and keep insurance premiums as low as possible. This year was lowered to .79.
- Maintained at-fault vehicle and equipment damage incidents to four (4) or below
- Revamped the employee orientation process.

### PERFORMANCE MEASURES

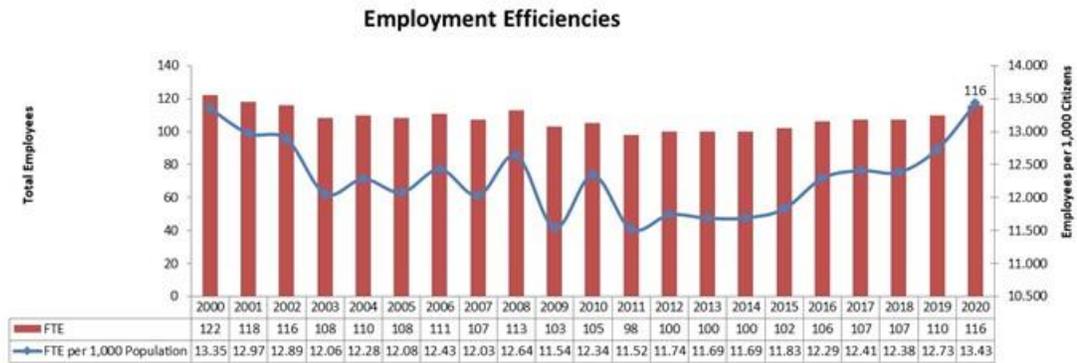
#### RISK MANAGEMENT PERFORMANCE MEASURES

Performance Measures Type	Description	FY15	FY16	FY17	FY18	FY19
<b>Risk Assessment</b>	Outside assessments conducted	3	4	6	4	7
<b>Risk Assessment</b>	Potential OSHA Violations Found	3	5	4	5	6
<b>Risk Assessment</b>	OSHA Violations Corrected	3	5	4	5	6
<b>Claim Frequency &amp; Severity</b>	Maximum Targeted Claim Frequency (Events)	12	10	10	8	10
<b>Claim Frequency &amp; Severity</b>	Actual Claim Frequency (Events)	16	8	4	3	3
<b>Claim Frequency &amp; Severity</b>	Total Cost of Injury	\$20,995*	\$1,770	\$14,425**	\$2,100	\$14,425
<b>Claim Frequency &amp; Severity</b>	Average Cost per Claim	\$1,750	\$ 221	\$4,106	\$700	\$4,106

<b>Claim Frequency &amp; Severity</b>	State Average Cost per Claim CY	\$13,889	\$14,700	\$27,400	\$25,000	\$27,400
	15					
<b>Claim Frequency &amp; Severity</b>	% less than/greater than state avg.	>87%	>96%	>96%	>96%	>98%
Notes: 1.) *1 claim = \$15,195 which skews the avg. 2.)** 1 claim \$14,480 skews the average.3)***1 claim14,425						

## HUMAN RESOURCES PERFORMANCE MEASURES

The City of Clinton has only had a .6% increase in full-time equivalent positions since 2000. The employee to citizen ratio is 13.43 employees to every 1,000 citizens.



## PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

First Class City	<ul style="list-style-type: none"> <li>Maintain claim frequency at or below ten (10) reportable incidents in order to reduce the worker’s compensation modifier and keep insurance premiums as low as possible.</li> <li>Maintain at-fault vehicle and equipment damage incidents to three (3) or below</li> <li>Begin the implementation of an electronic data management system from paper.</li> <li>Move and implement a new Employee Assistance Program with Sun First.</li> </ul>
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## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	1	1	1	1	1	1.0	2.0	1.0
Part - Time	0	0	0	0	0	1.0	-	(1.0)
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1.0</b>	<b>1.0</b>	<b>-</b>

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 81,454	\$ 44,206	\$ 88,412	\$ 71,881	\$ 88,745	\$ 104,256	\$ 138,565	\$ 34,309	33%
Operational	10,117	2,895	18,502	27,125	17,675	29,675	30,300	625	2%
Capital	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 91,571</b>	<b>\$ 47,101</b>	<b>\$ 106,914</b>	<b>\$ 99,006</b>	<b>\$ 106,420</b>	<b>\$ 133,931</b>	<b>\$ 168,865</b>	<b>\$ 34,934</b>	<b>26%</b>

The department of Risk Management increased by \$14,934 due to the increases in salary and wages to change a part time position to a full time position.

**CAPITAL FUNDING**

There is no capital funding for Risk Management this fiscal year.

**DEBT SERVICE**

The Risk Management Office has no debt service budgeted.

RISK MANAGEMENT 320 740							FY 20/21			
	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference	
							#REF!			
<b>Salaries &amp; Wages</b>										
50100 SALARIES	\$ 66,263	\$ 35,669	\$ 71,338	\$ 57,633	\$ 71,000	\$ 83,130	\$ 106,950	\$ 23,820	28.65%	
50400 SOCIAL SECURITY	4,687	2,553	5,106	4,409	5,432	6,359	8,182	1,822	28.65%	
50500 SC RETIREMENT	8,157	5,462	10,924	7,815	10,231	11,979	16,481	4,502	37.58%	
50700 WORKMENS COMPENSATI	2,249	477	954	1,938	1,976	2,663	302	(2,361)	-88.66%	
51741 GROUP HEALTH INS. 600 C	-	-	-	-	-	-	6,490	6,490	0.00%	
51750 GROUP LIFE-SC RETIREMI	98	45	90	86	107	125	160	36	28.65%	
<b>Total</b>	<b>\$ 81,454</b>	<b>\$ 44,206</b>	<b>\$ 88,412</b>	<b>\$ 71,881</b>	<b>\$ 88,745</b>	<b>\$ 104,256</b>	<b>\$ 138,565</b>	<b>\$ 34,309</b>	<b>39%</b>	
<b>Operational Expenditure</b>										
52100 OFFICE SUPPLIES	36	54	108	1,300	1,300	1,300	500	(800)	-61.54%	
52120 PRINTER LEASE	-	-	-	600	-	-	-	-	0.00%	
52130 POSTAGE	42	75	150	75	75	75	150	75	100.00%	
52220 FUEL OIL LUBRICATION	-	-	-	150	150	150	-	(150)	-100.00%	
52223 VEHICLE MAINTENANCE	-	-	-	-	-	-	-	-	0.00%	
52240 SAFETY MATERIAL	-	-	-	1,100	1,500	1,500	-	(1,500)	-100.00%	
53030 PROF SERVICES	-	170	10,000	10,000	-	10,000	12,000	2,000	20.00%	
53260 UNIFORMS	85	-	-	250	250	250	250	-	0.00%	
53630 POWER CONSUMED	56	30	60	1,500	1,500	1,500	500	(1,000)	-66.67%	
53635 TELEPHONE	1,281	480	960	2,500	2,500	2,500	1,250	(1,250)	-50.00%	
54040 MEMBERSHIP DUES	520	-	-	500	500	550	600	50	9.09%	
54041 EMPLOYEE TRAINING	775	-	-	2,700	2,850	2,850	3,000	150	5.26%	
54042 TRAVEL	1,585	1,382	2,764	2,700	2,850	3,000	3,150	150	5.00%	
EMPLOYEE ASSISTANCE F	-	-	-	-	-	-	1,500	1,500	0.00%	
TRAINING MATERIAL	-	-	-	-	-	-	2,000	2,000	0.00%	
54050 INCIDENTAL EXPENSE	43	34	68	500	500	500	500	-	0.00%	
54051 MEDICAL EXPENSES	2,244	446	892	1,250	1,500	2,000	1,400	(600)	-30.00%	
54056 SAFETY INCENTIVE	3,450	224	3,500	2,000	2,200	3,500	3,500	-	0.00%	
<b>Total</b>	<b>\$ 10,117</b>	<b>\$ 2,895</b>	<b>\$ 18,502</b>	<b>\$ 27,125</b>	<b>\$ 17,675</b>	<b>\$ 29,675</b>	<b>\$ 30,300</b>	<b>\$ 625</b>	<b>4%</b>	
<b>Capital Expenditure</b>										
55023 CAPITAL OUTLAY-EQUIPM	-	-	-	-	-	-	-	-	0.00%	
55024 CAPTTIAL VEHICLES'	-	-	-	-	-	-	-	-	0.00%	
55023 CAPITAL FACILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	
<b>Total Expenditures</b>										
Salaries and Wages	\$ 81,454	\$ 44,206	\$ 88,412	\$ 71,881	\$ 88,745	\$ 104,256	\$ 138,565	\$ 34,309	33%	
Operational	10,117	2,895	18,502	27,125	17,675	29,675	30,300	625	2%	
Capital	-	-	-	-	-	-	-	-	0%	
<b>Total</b>	<b>\$ 91,571</b>	<b>\$ 47,101</b>	<b>\$ 106,914</b>	<b>\$ 99,006</b>	<b>\$ 106,420</b>	<b>\$ 133,931</b>	<b>\$ 168,865</b>	<b>\$ 34,934</b>	<b>26%</b>	

# DPW&U: SANITATION

## DEPARTMENT OF PUBLIC WORKS & UTILITIES: SANITATION

### MISSION

The mission of the Sanitation Division is to continually promote environmental health and safety of the community by providing household solid waste removal at a cost that is reasonable to the public and is responsive to the citizen's needs.

### ACHIEVEMENTS

First Class City	<ul style="list-style-type: none"> <li>To improve efficiency and allow staff time for other duties, purchased a new side loader garbage truck.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Promoted composting, recycling, and mulching to the public to reduce natural debris removal costs.</li> <li>Improved use of GPS system to reduce operating costs.</li> <li>Reduced operating costs by adjusting schedule to a four day pick up system.</li> </ul>

### PERFORMANCE MEASURES

SAN

Description	FY14	FY15	FY16	FY17	FY18	FY19
Average weekly number of pick ups	2500	3955	2571	2504	2418	2399
Average weekly MSW tonnage	35.12	53.43	36.11	54.87	37.86	30.95
Average weekly other pickups (limbs / manmade)	511	546	560	583	590	589

ITATION PERFORMANCE MEASURES

### PROPOSED FY 20-21 OPERATIONAL GOALS AND OBJECTIVES

The Division has identified the following new goals and objectives for the next fiscal year.

Exceptional Infrastructure	<ul style="list-style-type: none"> <li>Continue to provide the following services: Recycling, garbage, leaves, limbs, and man-made pick-ups.</li> </ul>
Fiscal Stability	<ul style="list-style-type: none"> <li>Promote composting, recycling, and mulching to the public to reduce natural debris removal costs.</li> <li>Identify new sources of revenue, including potential recycling projects.</li> <li>Conduct business analysis on natural debris mulching in the city instead of contracting it out as we currently do.</li> <li>Implement mulch grinding plan.</li> </ul>

## PERSONNEL ANALYSIS

Personnel	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase
Full - Time	9	6	6	7	0	4.5	5	0
Part - Time	0	0	0	0	0	0	1	0
Total	9	6	6	7	0	4.5	6	0

## BUDGETARY ANALYSIS

Total Expenditures	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
Salaries and Wages	\$ 254,437	\$ 112,898	\$ 225,796	\$ 355,353	\$ 228,941	\$ 241,263	\$ 269,999	\$ 28,736	12%
Operational	148,492	76,892	153,784	139,675	63,790	132,375	134,125	1,750	1%
Capital	30,000	-	-	20,000	-	15,000	72,000	57,000	380%
Debt	44,471	89,843	102,947	113,922	44,471	124,588	128,352	3,764	3%
<b>Total</b>	<b>\$ 477,400</b>	<b>\$ 279,633</b>	<b>\$ 482,527</b>	<b>\$ 628,950</b>	<b>\$ 337,202</b>	<b>\$ 513,226</b>	<b>\$ 604,476</b>	<b>\$ 91,250</b>	<b>18%</b>

The Sanitation Department increased by \$91,250. Mainly due to Capital Purchases and reallocations of employees.

## CAPITAL FUNDING

Sanitation plans to purchase a truck for \$33,000. The down payment of a clam truck for \$39,000 is a portion of capital purchases.

## DEBT SERVICE

The Sanitation Division has a total annual debt service of \$128,352 as shown below:

- Collection / Grapple Truck – annual lease purchase payments of \$24,971.
- One arm sanitation truck – annual lease purchase payment of \$51,769.
- Depreciation Fund – annual payments for \$15,000.
- Overhead allocation and the transfer to the General fund equal \$36,612.

## SANITATION 340475

FY 20/21

Salaries & Wages	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
50100 SALARIES	\$ 171,953	\$ 73,377	\$ 146,754	\$ 228,443	\$ 159,500	\$ 144,705	\$ 169,506	\$ 24,801	17%
50110 OVERTIME SALARIES	9,725	2,533	5,066	10,000	4,000	4,000	4,000	-	0%
50400 SOCIAL SECURITY	13,542	5,631	11,262	18,241	12,508	11,376	13,273	1,897	17%
50500 SC RETIREMENT	26,232	11,524	23,048	32,333	21,925	21,428	26,737	5,309	
50700 WORKMENS COMPENSAT	4,364	9,341	18,682	21,000	-	21,600	22,295	695	100%
50800 UNEMPLOYMENT CLAIMS	-	-	-	50	-	50	50	-	100%
51741 GROUP HEALTH INS.	28,373	10,413	20,826	45,000	30,788	37,925	33,929	(3,996)	-11%
51750 GROUP LIFE-SC RETIREMI	248	79	158	286	220	178	208	30	17%
<b>Total</b>	<b>\$ 254,437</b>	<b>\$ 112,898</b>	<b>\$ 225,796</b>	<b>\$ 355,353</b>	<b>\$ 228,941</b>	<b>\$ 241,263</b>	<b>\$ 269,999</b>	<b>\$ 28,736</b>	<b>12%</b>

Operational Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
52100 OFFICE SUPPLIES	-	5	10	75	-	75	75	-	100%
52125 PRINTING EXPENSE	2,690	2,273	4,546	250	200	500	1,000	500	100%
52190 CHEMICALS	19	-	-	50	-	1,000	1,000	-	100%
52210 CLEANING SUPPLIES	659	348	696	200	-	200	500	300	100%
52220 FUEL OIL LUBRICATION	11,866	12,644	25,288	16,000	10,400	20,000	20,000	-	0%
52221 VEHICLE REPAIRS	47,321	4,163	8,326	45,000	3,500	30,000	30,000	-	0%
52222 VEH TIRE PURCHASE/REP.	1,337	826	1,652	7,000	800	8,000	8,000	-	0%
52223 VEHICLE MAINTENANCE	7,740	5,855	11,710	5,000	5,000	5,000	6,000	1,000	20%
52225 RADIO MAINT	-	509	1,018	200	-	-	500	500	0%
52240 SAFETY MATERIAL	3,221	1,119	2,238	2,500	2,500	2,500	2,500	-	0%
52400 SMALL TOOLS EQUIPMEN	523	558	1,116	300	100	300	500	200	67%
52450 GARBAGE CONTAINERS	11,592	7,831	15,662	5,000	4,500	5,000	6,000	1,000	20%
52720 BLDG & GROUND MAINT.	1,288	-	-	200	-	200	200	-	100%
53260 UNIFORMS	786	94	188	3,000	1,100	3,500	3,000	(500)	-14%
SAFETY CONSULTANT	-	-	-	-	-	1,500	1,500	-	-
53300 ADVERTISING LEGAL NOT	916	721	1,442	800	300	500	500	-	0%
53620 GAS	-	-	-	350	-	350	350	-	100%
53630 POWER CONSUMED	124	166	332	2,000	50	2,000	1,000	(1,000)	-50%
53635 TELEPHONE	20	-	-	750	40	750	500	(250)	-33%
53763 LANDFILL EXPENSES	30,851	39,549	79,098	35,000	20,000	35,000	35,000	-	0%
53779 PROF SERVICES-LANDFILI	15,825	136	272	15,000	15,000	15,000	15,000	-	0%
54041 EMPLOYEE TRAINING	300	95	190	400	300	400	400	-	0%
54050 INCIDENTAL EXPENSE	11,414	-	-	200	-	200	200	-	100%
54051 MEDICAL EXPENSES	-	-	-	400	-	400	400	-	100%
<b>Total</b>	<b>\$ 148,492</b>	<b>\$ 76,892</b>	<b>\$ 153,784</b>	<b>\$ 139,675</b>	<b>\$ 63,790</b>	<b>\$ 132,375</b>	<b>\$ 134,125</b>	<b>\$ 1,750</b>	<b>1%</b>

Capital Expenditure	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
5023 Capital - Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ (15,000)	100%
5024 Capital - Vehicles	30,000	-	-	20,000	-	-	72,000	72,000	0%
5044 Capital - Facilities	-	-	-	-	-	-	-	-	0%
<b>Total</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 72,000</b>	<b>\$ 57,000</b>	<b>0%</b>

Debt Service/ Fund Transfers	2018-2019 Actual	Through December 2019	FY 19-20 Year End Projections	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Approved Budget	FY 20-21 Requested Budget	FY 20-21 Requested Increase	Percentage Difference
56065 NOTE PAY GRAPPLE TRUC	-	-	-	20,000	-	-	-	-	0.00%
56064 NOTE PAY - Knuckle Boom	24,971	24,971	24,971	-	24,971	24,971	24,971	-	0.00%
56065 NOTE PAY - Garbage Truck	-	51,768	51,768	-	-	51,769	51,769	-	100.00%
57000 OVERHEAD ALLOCATION	4,500	5,604	11,208	93,922	4,500	11,208	12,174	966	9%
57001 ALLOCATION TO GFUND	-	-	-	-	-	21,640	24,438	2,798	100.00%
57250 DEPRECIATION FUND	15,000	7,500	15,000	-	15,000	15,000	15,000	-	0.00%
<b>Total Debt</b>	<b>44,471</b>	<b>89,843</b>	<b>102,947</b>	<b>113,922</b>	<b>44,471</b>	<b>124,588</b>	<b>128,352</b>	<b>3,764</b>	<b>8.46%</b>



# City of Clinton Annual Budget

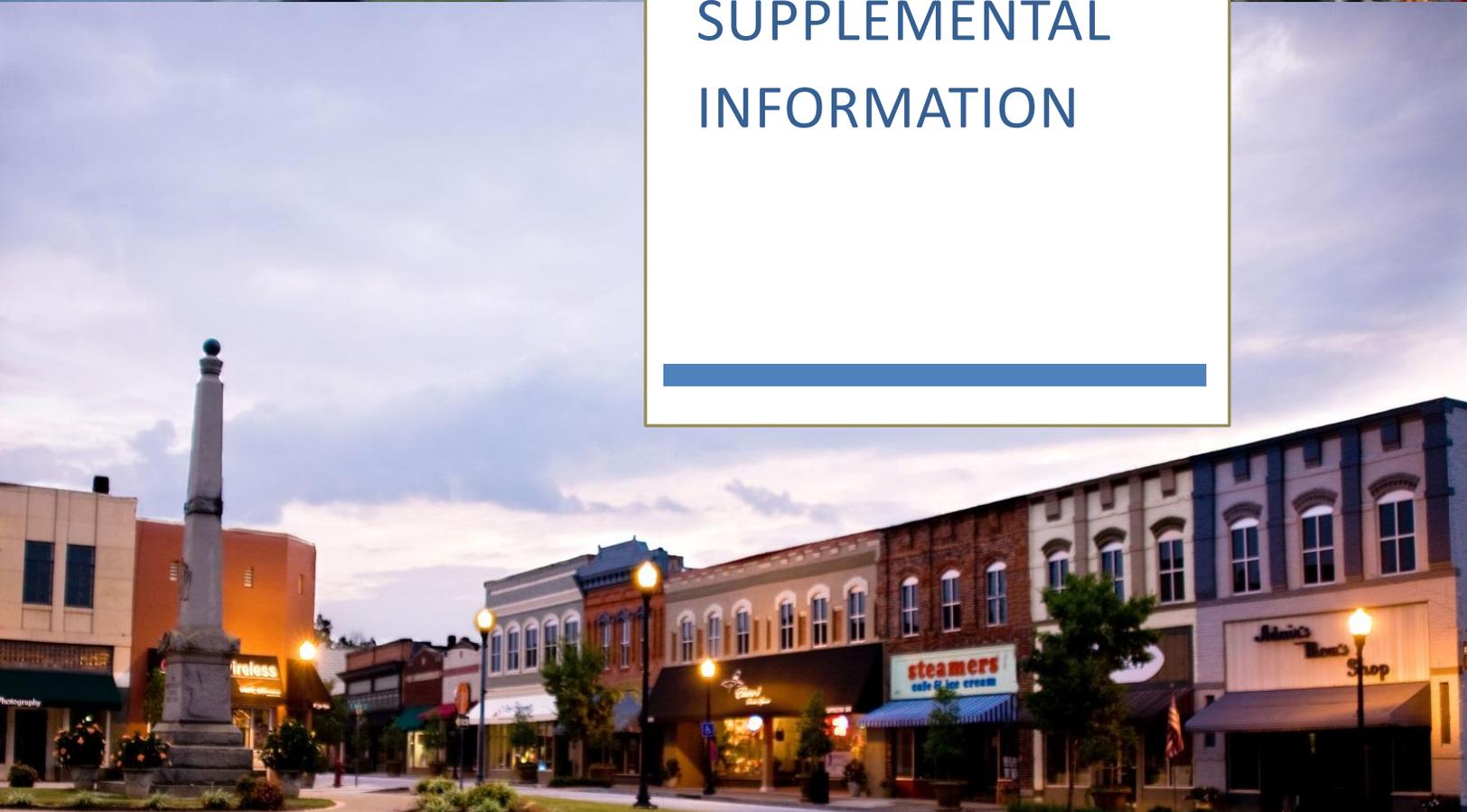
Fiscal Year  
2019-2020



CLINTON  
*South Carolina*



## SUPPLEMENTAL INFORMATION





# SOURCES AND USES OF FUNDS

Budget Summary										FY 20-21	
Revenues	Major Funds			Special Funds					Total	Total	
	Total			Sewer I&I	Capital Equipment Funds (Depr. Funds)	Hospitality/ Local Accommm. Tax funds	Economic Developemnt	Special Funds Budget	All Funds Budget	Total	
	General Fund	Utility Fund	Major Funds Budget								FY 20-21
Taxes	\$ 873,806	\$ -	\$ 873,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873,806	
Fees	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	
Licenses & Inspections	\$ 1,011,000	\$ -	\$ 1,011,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,011,000	
Intergovernmental	\$ 1,260,000	\$ -	\$ 1,260,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,260,000	
Fines & Forfeitures	\$ 74,370	\$ -	\$ 74,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,370	
Interest Income	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
Sales & Services	\$ 533,569	\$ -	\$ 533,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 533,569	
CNNGA	\$ 842,609	\$ -	\$ 842,609	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 842,609	
Other Financing Sources	\$ 1,924,153	\$ -	\$ 1,924,153	\$ -	\$ 257,710	\$ -	\$ -	\$ -	\$ 257,710	\$ 2,181,863	
Special Funds Carryforward	\$ -	\$ -	\$ -	\$ 225,000	\$ 125,000	\$ 600,000	\$ -	\$ 950,000	\$ 950,000	\$ 950,000	
Electric Revenue	\$ -	\$ 15,842,472	\$ 15,842,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,842,472	
Sewer Revenue	\$ -	\$ 2,914,711	\$ 2,914,711	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,914,711	
Sewer Tap Fees	\$ -	\$ 2,100	\$ 2,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100	
Sewer I & I	\$ -	\$ 151,835	\$ 151,835	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 301,835	\$ 301,835	
Water Revenue	\$ -	\$ 4,276,152	\$ 4,276,152	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,276,152	
Water Tap Fees	\$ -	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	
Water Heater Maint. Fees	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Fire Protection Charges	\$ -	\$ 3,600	\$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,600	
Sanitation Revenue	\$ -	\$ 475,156	\$ 475,156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 475,156	
Penalties Collected	\$ -	\$ 295,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,000	
Miscellaneous Revenue	\$ -	\$ 54,566	\$ 54,566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,566	
Material & Equipment Sales	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	
Customer Connections	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	
Interdepartmental Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cable Vision - Pole Rental	\$ -	\$ 57,740	\$ 57,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,740	
Bell South - Pole Rental	\$ -	\$ 4,200	\$ 4,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,200	
Sale of Equipment	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	
Interest Income	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	
<b>TOTAL SOURCE OF FUNDS</b>	<b>\$ 7,194,507</b>	<b>\$ 24,164,532</b>	<b>\$ 31,359,039</b>	<b>\$ 375,000</b>	<b>\$ 382,710</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 1,357,710</b>	<b>\$ 32,716,749</b>		

Expenditures/Expenses	Major Funds			Special Funds					Total	Total
	Total			Sewer I&I	Capital Equipment Funds (Depr. Funds)	Hospitality/ Local Accommm. Tax funds	Economic Development	Special Funds Budget	All Funds Budget	Total
	General Fund	Utility Fund	Major Funds Budget							
General Government	\$ 1,585,584	\$ -	\$ 1,585,584	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,585,584
Public Safety	\$ 3,743,014	\$ -	\$ 3,743,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,743,014
Streets	\$ 507,763	\$ -	\$ 507,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 507,763
Museum	\$ 25,247	\$ -	\$ 25,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,247
Cultural & Education	\$ 773,387	\$ -	\$ 773,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 773,387
Community & Economic Development	\$ 360,765	\$ -	\$ 360,765	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360,765
Sanitation	\$ -	\$ 592,302	\$ 592,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 592,302
Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Accommodations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works Administration	\$ -	\$ 1,478,063	\$ 1,478,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,478,063
IT Department	\$ -	\$ 632,521	\$ 632,521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 632,521
Utility Billing	\$ -	\$ 540,763	\$ 540,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 540,763
Electric Distribution	\$ -	\$ 12,619,202	\$ 12,619,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,619,202
Sanitary Sewer	\$ -	\$ 2,244,481	\$ 2,244,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,244,481
Right of Way Maintenance	\$ -	\$ 707,590	\$ 707,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 707,590
Storm Sewer	\$ -	\$ 40,600	\$ 40,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,600
Water Distribution	\$ -	\$ 1,580,438	\$ 1,580,438	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,580,438
Water Filtration	\$ -	\$ 1,502,182	\$ 1,502,182	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,502,182
Maintenance	\$ -	\$ 157,808	\$ 157,808	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,808
Risk Management	\$ -	\$ 168,865	\$ 168,865	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,865
Special Fund Expenditures	\$ -	\$ -	\$ -	\$ 173,260	\$ 90,000	\$ -	\$ 150,000	\$ 413,260	\$ 413,260	\$ 413,260
Transfers	\$ -	\$ 1,899,717	\$ 1,899,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,899,717
Principal portion of lease payments	\$ 198,747	\$ -	\$ 198,747	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198,747
<b>TOTAL USE OF FUNDS</b>	<b>\$ 7,194,507</b>	<b>\$ 24,164,532</b>	<b>\$ 31,359,039</b>	<b>\$ 173,260</b>	<b>\$ 90,000</b>	<b>\$ 1,000,000</b>	<b>\$ 150,000</b>	<b>\$ 1,413,260</b>	<b>\$ 32,772,299</b>	

Fund Balance/Equity									
Fund Balance, beginning of year	\$ 9,414,196	\$ 11,212,037	\$ 20,626,233	\$ 300,000	\$ 310,000	\$ 5,143,000	\$ 323,000	\$ 6,076,000	\$ 26,402,233
Changes-Increases/(decreases)	\$ -	\$ (0)	\$ (0)	\$ 201,740	\$ 292,710	\$ (400,000)	\$ (150,000)	\$ (55,550)	\$ (55,550)
Fund Balance, end of year	\$ 9,414,196	\$ 11,212,037	\$ 20,626,233	\$ 501,740	\$ 602,710	\$ 4,743,000	\$ 173,000	\$ 6,020,450	\$ 26,346,683

# GLOSSARY OF TERMS

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## SUPPLEMENTAL DATA: GLOSSARY OF TERMS

**ACCOUNT GROUP:** A self-balancing set of accounts that have no expendable financial resource. Account groups are used to maintain records of general long-term debts and general fixed assets.

**ACCOUNTING SYSTEM:** The total set of records and procedures which are used to record, classify, and report information on the financial status and separations of an entity.

**ACCRUAL BASIS OF ACCOUNTING:** The method of Accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

**APPROPRIATION:** An authorization made by the legislative body of a government which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

**ASSESSED VALUATION:** The estimated value placed on real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

**ASSETS:** Property owned by a government which has monetary value.

**AUDIT:** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- ascertain whether financial statements fairly present financial position and results of operations;
- test whether transactions have been legally performed;
- identify areas for possible improvements in accounting practices and procedures;
- ascertain whether transactions have been recorded accurately and consistently;
- ascertain the stewardship of officials responsible for governmental resources.

**BOND:** A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

**BALANCED BUDGET:** A balanced budget is achieved when the City has enough fiscal discipline to be able to equate the revenues with expenditures over the business cycles.

**BUDGET:** A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

**BUDGET CALENDAR:** The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

**BUDGETARY CONTROL:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**BUDGET DOCUMENT:** The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

**CAPITAL OUTLAYS:** Expenditures for the acquisition of capital assets.

**CURRENT TAXES:** Taxes levied and due within one year.

**DEBT:** An obligation resulting from borrowed money or for the purchase of goods.

Services. Debts of governments issued in bonds and notes.

**DEBT LIMIT:** The maximum amount of general obligation debt which is legally permitted. The State of South Carolina forbids cities from incurring debt in excess of 8% of the total assessed valuation of taxable property within the City.

**DEBT SERVICE:** Payment of interest and repayment of principal to holders of a government.

**DELINQUENT TAXES:** Taxes that remain unpaid on and after the date they are due, and which include a penalty for nonpayment

**DEPARTMENT:** A major administrative division of the city which manages an operation or group of related operations.

**DEPRECIATION:** The decrease in value of physical assets due to the use and passage of time.

**ENTERPRISE FUNDS:** To account for operations that are financial and operated in a manner similar to business enterprises, and for which preparation of an income statement is desirable.

**EXPENDITURES:** Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**FISCAL YEAR:** Any consecutive 12-month period designated as the budget year.

**FIXED ASSET:** Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

**FUND:** An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**FUND BALANCE:** The excess of an entity's assets over its liabilities.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP):** A body of accounting and financial reporting standards set by the Governmental Accounting Standards Board (GASB) for state and local governments, and by the Financial Accounting Standards Board (FASB) for private sector organizations.

**GENERAL FUND:** To account for all resources not required to be accounted for in another fund.

**GENERAL OBLIGATION BONDS:** When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligations (GO) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB):** The authoritative accounting and financial reporting standard setting body for government entities.

**INTERFUND TRANSFERS:** Amounts transferred from one fund to another.

**LEVY:** To impose taxes, special assessments, or service charges for the support of city activities.

**LONG TERM DEBT:** Within the context of General Long Term Debt Account Group, any unmatured debt that is not a fund liability since it is not currently due.

**MILL:** A property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

**MODIFIED ACCRUAL ACCOUNTING:** A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and available. It is recommended as the standard for most governmental funds.

**OBJECTION OF EXPENDITURE:** Expenditure classifications based upon the types or categories of goods and services purchased. Typically objects of expenditures include:

- personal services (salaries & wages);
- contracted services (utilities, maintenance contracts, travel);
- supplies and materials;
- capital outlays.

**OBJECTIVES:** Specific quantitative measures of work performed within an activity or program. Also, a specific quantitative measure of results obtained through a program or activity.

**OPERATING BUDGET:** A budget for general expenditures such as salaries, utilities and supplies.

**PROPERTY TAX:** Property taxes are levied on both real and personal property according to the property's assessed valuation and the tax rate applied.

**REVENUE:** The term designates an increase to a fund's assets which:

- does not increase a liability;
- does not represent a repayment of an expenditure already made;
- does not represent a cancellation of certain liabilities;
- does not represent an increase in contributed capital.

**REVENUE BOND:** When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. Revenue bonds are not included in the 8% general obligation debt limit set by the State.

**SOURCE OF REVENUE:** Revenues are classified according to their source or point of origin.

**SPECIAL ASSESSMENTS:** A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**SPECIAL REVENUE FUNDS:** To account for resources which are legally restricted for specific purposes.

**TAX ANTICIPATION NOTES:** Notes issued in anticipation of taxes which are retired usually from taxes collected.

**TRANSMITTAL LETTER:** A general discussion of the proposed budget presented in writing as a part of our supplement of the budget document. The transmittal letter explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the chief executive and budget officer.

**UNENCUMBERED BALANCE:** The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for further purchases.

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#### ABBREVIATIONS:

*OCM: Office of the City Manager*

*DCED: Department of Community & Economic Development*

*DAS: Department of Administrative Services*

*DPS: Department of Public Safety*

*DPW: Department of Public Works*

# CHART OF ACCOUNTS

## SUPPLEMENTAL DATA: CHART OF ACCOUNTS

### 50100 SALARIES

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Funds are provided in this account for compensation of the employees for their services to the City of Clinton. A Christmas Bonus is included.

### 50110 OVERTIME SALARIES

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Budgeted amount based on time worked over 40 hours per workweek.

### 50400 SOCIAL SECURITY

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The City is required to pay social security wages based on employee's gross wages. The current contribution rate is .0145 ( Medicare ) and .0620 ( FICA ).

### 50500 SOUTH CAROLINA RETIREMENT

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The City participates in the S C Retirement System. The employee contributes .065 of gross wages. The City contributes .1099 of total wages.

### 50600 SOUTH CAROLINA POLICE RETIREMENT

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The City participates in the S. C. Police Retirement system. The employees contribute .0650 of gross wages. The City contributes .1342 of total wages.

### 50900 PART-TIME FIRE FIGHTER PAY

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The Fire Department currently has twenty-two volunteer firefighters and twenty-four public safety officers. A volunteer is paid \$12.50 for the first hour and \$6.00 per hour for every hour thereafter. Volunteer firemen are paid by the quarter, starting in January of each year. Public Safety Officers and full time personnel are paid their regular hourly salary.

### 54700 ALLOCATION TO GENERAL FUND

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State law requires that the first \$25,000.00 from Accommodations taxes be allocated to the City's General Fund.

### 54701 GENERAL FUND – 5% BALANCE

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This account provides funds to the City for 5% of the balance after the first \$25,000.00 is funded to the City.

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**54702 PROMOTION FUND – 3% BALANCE**

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This account provides funds to be used for promotion of the City of Clinton. After funds are distributed to the City's General Fund, 30% of the balance is available for the Accommodations Committee to use for promotions.

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**54703 TOURISM – RELATED FUND – 35%**

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This account provides funds to be used for the promotion of tourism in the City of Clinton. After funds are distributed to the City's General Fund, 65% of the balance is available for the Accommodations Committee to use for tourism.

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**54111 JURY DUTY FEES**

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Fees associated with the use of a jury trial.

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**81760 ACCIDENTAL DEATH INSURANCE**

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Accidental death insurance is provided through the S. C. Retirement System for police officers and fireman. Total salaries multiply the rate .002.

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**51770 GROUP LIFE POLICE – SOUTH CAROLINA RETIREMENT**

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Group Life Insurance is provided through the South Carolina Retirement System. The rate of .002 is multiplied by total salaries.

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**51741 GROUP HEALTH INSURANCE**

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The City provides health insurance to all full time employees. The coverage is provided by Blue Choice of South Carolina.

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**51750 GROUP LIFE – SOUTH CAROLINA RETIREMENT**

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Group Life Insurance is provided through the South Carolina Retirement System. The rate of .0015 is multiplied by total salaries.

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**53020 LEGAL FEES**

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This account provides for expenses associated with legal advice pertaining to personnel issues.

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**50700 WORKER'S COMPENSATION**

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The City provides insurance coverage to employees injured as a result of employment. The City is a member of the South Carolina Municipal Insurance Trust, which provides workers with compensation coverage. The rate varies by job.

---

**52920 FIRE PREVENTION**


---

This account provides funds for Fire Marshall re-certification and Public Fire Education, which includes Smoke Detector programs, Code Enforcement and Fire Department Open House materials e.g.: Refreshments, Balloons, Fire Prevention handouts and postings.

---

**53600 PURCHASED POWER**


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This account provides the funds necessary for the purchase of power that the City of Clinton sells to its customers. The City of Clinton purchases power from the Piedmont Municipal Power Agency.

---

**52010 MATERIAL SALES**


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This fund is provided for an avenue to charge material purchased from the City of Clinton due to traffic accidents or vandalism to the City's Electrical System. Material purchased by contractors is also charged to this account.

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**53610 LCWSC TREATMENT**


---

This account provides funds to pay for sewer treatment charges to Laurens County Water and Sewer Authority.

---

**52100 OFFICE SUPPLIES**


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The purchase of basic office supplies is needed to maintain the offices, e.g. copier paper, staples, pens, pencils, etc.

---

**52105 MATERIALS AND SUPPLIES**


---

Funds in this account are provided to cover any expenses not budgeted in any other line item.

---

**52110 OFFICE EQUIPMENT MAINTENANCE –COPIER AND PRINTERS**


---

This account covers the expenses associated with the maintenance and upkeep with this department office equipment. It includes the maintenance contract for the Xerox Copier, toner and drum cartridges

---

**52111 FILM/DEVELOPING**


---

This account provides funds for the purchase of film and film developing for accidents and crime scenes. The Police Department will use digital cameras for the booking process and on some crime scenes. We are still required to use 35mm film on all major crime scenes due to ability to manipulate digital photos.

---

**52112 AMMUNITION**


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Funds are provided in this account for the purchase of ammunition to be used by the police officers during qualifying at the firing range. During this budget year, initial and recurring training is required for the approximately 60 public safety employees (police and fire division combined). A need for continued education and training is necessary to maintain a safe level of security at our area schools. Training will be required for 12 public safety officers to possess a long-rifle while on patrol.

---

**52115 DRUG/GRANT MATERIAL**


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The purchase of materials to be used with equipment purchased through grant funds. The City provides matching funds for grants with this account. LLBG 10% match COPS 25% match School Res. 25%.

---

**52190 CHEMICALS**


---

Expenses for chemicals used in the Sewer Streets and Sanitation Department are funded here. The Sewer Department has the responsibility for the up keep of several lift stations. Chemicals such as weed killer and degreasers are used here. These include degreasers and chemicals used to disinfect the garbage trucks.

---

**52210 CLEANING MATERIALS**


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Funds in this line item cover the routine cleaning and upkeep of the City Buildings. This account also covers the materials and supplies to maintain the cleanliness of the City's vehicles.

---

**52220 FUEL/LUBRICATION**


---

This account provides funds for the purchase of fuel and the purchase of oil and lubricants for the vehicles assigned to the various City Departments.

---

**52230 MEALS FOR PRISONERS**


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The Police Department must supply meals to all prisoners housed at the Police Department. This account provides funds to cover expenses associated with housing prisoners. The increase is due to the increase in crime and the expansion of the area to protect.

---

**52235 TRUSTEE MAINTENANCE**


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The City participates in the State program that allows the City to house up to five trustees. This service is cost effective for the City. The City currently houses three trustees. This account provides funds to cover all expenses associated with the housing and the maintenance of the trustees. Costs include \$50.00 per week for meals, \$45.00 per month for services, medical expenses, etc.

Meals \$50.00 per week x 5 men x 52 weeks = \$13,000.00  
 Services \$45.00 per month x 5 men x 12 months = \$2,700.00  
 Medical costs for trustees - \$500.00  
 SC Dept. of Corrections Dress Code \$500

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**52240 SAFETY MATERIAL**


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Funds in this account are provided to cover the expenses associated with the purchase of safety material and supplies. The City of Clinton complies with all OSHA and EPA regulations regarding safety practices. This covers all purchases of safety related equipment.

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**52250 STREET LIGHT MAINTENANCE**


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The Electrical Department is responsible for the maintenance of the streetlights within the city limits of Clinton. Funds are provided in this account for this purpose.

#### 53260 UNIFORMS

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Funding from this account provides uniforms for current personnel in this department. As required by OSHA, the employees of the Electrical Department wear Nomex Fire Retardant clothing. Right-of-way maintenance employees wear 100% cotton.

If the uniform is not issued through a uniform vendor, and the employee is required to wear a City of Clinton LOGO shirt then the standard practice is to allow up to \$450 per employee per year.

#### 52282 LAB SUPPLIES AND CHEMICALS

---

Funds are provided in this account for the purchase of supplies necessary to perform daily tasks as required by DHEC. It is required by DHEC that our Filter Plant personnel run certain tests each day to determine the quality of water that we are producing.

#### 53275 SLED COMPUTER

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The Police Department has access to SLED information by computer. This is used to run license checks and to obtain background information

#### 53026 JUVENILE COST

---

The City must provide funds to cover costs for housing juveniles in Columbia. The City is charged \$35.00 per day per juvenile.

#### 52280 WATER TREATMENT CHEMICALS

---

Funds are made available in this line item for the purchase of chemicals in the water treatment process. Chemicals used include chlorine, lime slurry, fluoride and alum. Chemicals are currently bid for a period of one year.

#### 52281 SLUDGE DISPOSAL

---

During the process of back washing the filter at the Filter Plant, solid particles that have been filtered out of the raw water are sent to a holding tank at our location. Over a period of time this waste is run through a press system that separates these particles from the water. Once these particles are separated it leaves a mud-like substance that must be disposed of in a landfill. This account provides for this disposal and also any chemicals that may be used in this process.

#### 52400 SMALL TOOLS AND EQUIPMENT

---

Funds in this account are provided for the purchase and replacement of small hand tools by the Crewmembers in performing their day-to-day duties. Also, Class A pumpers and aerial ladders in the Fire Department are required to be equipped with hand tools, salvage covers, drop lights and hand lights

---

**52450 GARBAGE CONTAINERS**

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This account is used to purchase residential garbage containers. These containers are sold to City of Clinton residential customers at the cost the City pays for them.

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**53000 PROFESSIONAL SERVICES – AGENT**

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This account provides the funds necessary to pay professional services that the various departments may contract with to perform any necessary tasks as required by regulatory agencies, etc.

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**53029 LAB TESTING – OUTSIDE SERVICES**

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This account covers expenses incurred for testing of lab samples that cannot be performed by our lab at the Filter Plant.

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**53030 PROFESSIONAL SERVICES**

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This account provides the funds necessary to pay professional services that the various departments may contract with to perform any necessary tasks as required by regulatory agencies, etc. such as the Annual Audit, electrical engineers, etc. For example, these engineers provide services such as mapping, designs in upgrading our electrical and SCADA systems, and rate studies.

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**53031 GIS – MAINT., SOFTWARE, UPGRADES**

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Funds in this account are provided for the software, computer maintenance and upgrades for the City's GIS Computer System.

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**53635 TELEPHONE**

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Each department is responsible for budgeting an amount based on expected use for long distance and monthly fees. This account also includes charges for cellular phone usage.

---

**52225 RADIO MAINTENANCE**

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This account provides funds for repairs to and the maintenance of all radios owned by the City.

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**52130 POSTAGE**

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This account provides funds for postage needs throughout the City. The postage machine's functionality allows Departmental coding; therefore, the costs are allocated by the postage machine reports

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**54042 TRAVEL**

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This account covers transportation to and from meetings associated with departmental training seminars, schools, and various other meetings. The City provides per diem for all employees.

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**53300          ADVERTISING**

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This account is provided for the publishing of advertisements and legal notices in publications of general circulation.

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**52125          PRINTING**

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This account funds printing needs for the City Departments. e.g. incident reports, letterhead, forms, etc.

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**50700          UNEMPLOYMENT CLAIMS**

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The City of Clinton must provide funds for unemployment claims made by employees that have resigned or have had their employment terminated.

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**53540          CITIZEN TREE SERVICE**

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The City of Clinton has instituted a service where if a tree must be cut down in a citizen's yard. The City will pay the vendor. The Citizen may choose to pay the City in one lump sum payment or be billed through the Utility Billing System in monthly payments. A revenue line item will exist as an offset to this expense account.

---

**53620          NATURAL GAS**

---

Funds in this account are provided to purchase natural gas to supply the standby generator located at the Public Works Building. This generator is utilized during power outages to supply power to the radio and telephone systems. Natural gas is also purchased to provide a heat source in several of the City buildings.

---

**53623          UTILITIES PURCHASED**

---

This account provides funds for the purchase of natural gas for City Hall and the Community Building.

---

**53630          POWER CONSUMED**

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This account covers the cost of power consumed by all of the City owned facilities. These meters are read monthly and a journal entry is made.

---

**53640          WATER CONSUMED**

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This entry covers the various properties water usage. These meters are read monthly and a journal entry is made.

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**53650          SEWER SERVICE**

---

This entry covers the various properties water usage. These meters are read monthly and a journal entry is made.

---

**53720          RAILROAD LEASE**

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This account covers the expenses paid to CSX Railroad for rights-of-way privileges. The City has several electrical lines that cross or run parallel to CSX property.

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**52720 BUILDING AND GROUNDS MAINTENANCE**

---

This account provides funds for the general maintenance of the city's buildings. Items that may be included in this account are as follows: plumbing repairs, replacement of florescent tubes.

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**52251 NEW ELECTRICAL CONNECTIONS**

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Funds in this account are provided for the expenses incurred while making a new customer connection to the city's electrical system.

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**52252 NEW RENTAL LIGHT CONNECTIONS**

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This account is provided for the expense of adding new lighting customers to our system. The customer has several choices from which to choose.

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**52253 NEW SEWER/WATER TAPS**

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This account provides the funds necessary to make new sewer/water taps for customers on our system.

---

**52725 EQUIPMENT MAINTENANCE/SERVICE**

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This account covers contract costs for computers, computer software and toner for copiers. The City currently contracts with Smith Data for software maintenance.

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**53277 SOFTWARE MAINTENANCE**

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Funds from this account are provided for maintenance contracts for the City software.

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**52250 STREET AND TRAFFIC SIGN MAINTENANCE**

---

Funds in this account are provided for the purchase and maintenance of street name and traffic signs. The City of Clinton maintains only the City streets and state roads are maintained by the SCDOT.

---

**53555 BOND INSURANCE**

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The City of Clinton currently provides a blanket bond of \$50,000.00 in order to cover all employees with the exception of the Finance Department, e.g. City Manager, Building Inspectors, Street and Sanitation Supervisor, Public Works Director, etc.

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**53760 STREET MAINTENANCE**

---

Funds in this account are provided for routine street maintenance

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**53763 LANDFILL FEES**

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Expenses paid to Laurens County and to Waste Management for the disposal of citywide waste are paid from this account.

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**52221 VEHICLE REPAIRS**

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This account covers maintenance repairs for the vehicles assigned to this department. This covers engine, brakes and other repairs that may be performed by local repair shops.

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**52222 VEHICLE TIRE PURCHASES**

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This account provides the funds to purchase and repair tires for City vehicles. Purchase prices are based on bid prices and prices through State Purchasing.

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**5223 VEHICLE MAINTENANCE**

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This expenditure account covers the cost of routine maintenance for the vehicles assigned to the Electrical Department. Routine maintenance is defined as engine oil and filter changes, transmission filter changes, headlamps, and windshield wipers, etc.

---

**52771 SYSTEM MAINTENANCE**

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The funds provided in this account cover the expenses with the maintenance of the City's electrical system.

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**52772 TREE AND ROW MAINTENANCE**

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Funds in this account are provided for stump removal within street rights-of-way in the general fund.

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**52773 R. O. W. CLEARING**

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Funds from this account provide for the expenses associated with the clearing of electrical rights-of-way. Funds are also provided in this account for removal of stumps that is within our rights-of-way.

---

**53779 PROFESSIONAL SERVICES – LANDFILL**

---

The South Carolina Department of Health and Environmental Control requires that the City of Clinton monitor the City Landfill for chemicals and other matter that has been placed in the landfill. Davis and Floyd Engineering of Greenwood provides these services for the City and also submits reports to DHEC as to their findings each year.

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**53810 RENT – CITY HALL**

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The Public Works Building is charged each month for rent to City of Clinton. The expenses are divided between the Electric, Sewer, Storm Sewer Departments and the Filter Plant.

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**53910 YMCA**

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The City of Clinton does not operate a recreation department but supports the work of the Clinton YMCA. The City's funds 28% of the YMCA'S annual operating budget. The City has an agreement with the YMCA that is approved by City Council each year.

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**52930 PARKS**

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This account provides 20% matching funds for any grants that the City may receive for the purchase of playground equipment for the City parks.

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**52940 UPTOWN BEAUTIFICATION**

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The Streets and Parks Department provides maintenance and upkeep on the uptown of Clinton. These services include planting of flowers, on a bi-annual basis, in the pots located along store fronts, and maintaining the monument area.

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**54010 ELECTIONS**

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The City pays Laurens County Board of Elections and Registration to conduct the City's elections. The City holds elections every two years.

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**54015 ANNEXATIONS**

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This account provides expenses associated with annexations of parcels into the corporate City limits of Clinton. (Maps, plats, and other expenses associated with annexations)

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**54041 EMPLOYEE TRAINING**

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This account provides funds for training to enhance personnel safety and enrich employee and departmental professionalism.

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**53025 BANKING SERVICES**

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This account funds costs associated with banking services for the General Fund, e.g. wire fees, service charges, return check fees, etc.

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**54029 ECONOMIC DEVELOPMENT CORPORATION**

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This fund provides for the expenses incurred by the economic development board.

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**54031 SPECIAL NEEDS, DISABILITIES AND UNITED WAY**

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This account provides funds for United Way, Special Needs and Disabilities.

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**54032 MAIN STREET PROGRAM**

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This account provides the funds necessary for the implementation of the main street program

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**54040 MEMBERSHIP DUES**

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This account provides funding for professional publications and manuals. It also funds membership dues for various organizations and associations for membership of department personnel.

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**54045 MORALE AND WELFARE**

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This account funds events to show appreciation for the City employees. The City sponsors dinners, door prizes, and special events.

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**54046 SPECIAL EVENTS**

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This account provides funding for special events for organizations, e.g. Planning Commission, Appeals Board, United Way, Chamber of Commerce, and the NAACP.

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**54050 INCIDENTAL EXPENSES**

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This account provides funds for expenses not normally budgeted, e.g. bereavement, car tags, etc.

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**54051 MEDICAL EXPENSES**

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SCDOT requires that each employee that possesses a Commercial Drivers License undergo random drug and alcohol screenings. Each quarter 25% of these drivers are tested. This account also covers Hepatitis B vaccinations, and pre-employment drug testing.

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**54052 CODE BOOKS**

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This accounts account provides funds for the purchase of building codebooks for use by the code enforcement officer.

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**54054 MEDICAL EXPENSES/EQUIPMENT/FIRST RESPONDER EQUIPMENT**

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This account provides funding for Medical Expenses for the City of Clinton. Also included in this account are expenditures to initiate an Automated External Defibrillator (AED) program throughout the city's buildings and police cruisers.

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**54056 SAFETY INCENTIVES**

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This account provides funds for incentives to promote and encourage safety (\$20 per Employee.) It also includes monetary incentives for a new program related to the City's health fair and health program incentives. This program will

reward employees for maintaining certain benchmark levels with regards to their health in areas of blood pressure, weight, cholesterol, etc. and will offer additional bonuses for multiple category reductions. The reward and bonus can be collected only once per category in a fiscal year. For those employees who do not participate in our health fair but do get annual wellness physicals may submit the results from their physician's tests to the rewards program.

---

#### 54054 FIRST RESPONDER EQUIPMENT AND SUPPLIES

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This account funds the cost of medical supplies and other related expenses associated with the Fire Department's First Responder program. e.g. B.B. Pathogen Kits, Medical Trauma supplies, Oxygen Cylinders.

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#### 54057 GRANT EXPENSES

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When the City obtains a grant, this account allows for any matching funds that may be required by the grant.

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#### 54059 GENERATOR FUEL

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This line item provides for the expenses incurred in purchasing fuel for the city's generators.

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#### 54060 GENERATOR MAINTENANCE

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The City of Clinton owns a stand by generator located on the grounds of the Public Works Complex that is used to shed load during hours of peak electrical usage and to also provide power to the finished water pumps at the Filter Plant. Funds in this account are provided for routine maintenance of these generators.

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#### 54700 ALLOCATION TO GENERAL FUND

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State law requires that the first \$25,000.00 from Accommodations taxes be allocated to the City's General Fund.

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#### 56066 NOTE PAYMENT – EQUIPMENT

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Funds in this account are provided for the note payment on the purchase equipment

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#### 56070 NOTE PAYMENT – FIRE TRUCK

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Funds from this account are provided for the note payment for the fire truck purchased with financing.

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#### 57080 UTILITIES TRANSFER TO COMBINED UTILITY SYSTEM

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This account provides funds to repay the Utility System for services used by City Hall.

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#### 54090 INDUSTRIAL PARK PROGRAM

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Funds in this account are provided the development of the new industrial park.

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**54100 REFUNDS AND CORRECTIONS**

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This account provides funds to help cover the cost of billing errors and problems associated with the electrical system.

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**54101 STATE FINE TRANSFER**

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The Police Department is required to transfer a portion of all fines collected to the State.

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**54110 FINES – REFUNDS**

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This account covers refunds for fines overturned in City Court. The City keeps \$800 in petty cash and charges the refund back to this account.

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**54200 VICTIM’S RIGHTS**

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The City pays Laurens County 25% of the Victims Assistance Program’s Budget. The payments are made in four installments.

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**54300 911 EXPENSES**

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This account covers the cost for 911 services provided by Laurens County. The City pays for an emergency dispatcher. The City pays \$19,531.20 per year in four installments, one half paid by the Fire Department and one-half paid by the Police Department.

---

**52305 SUPPORT EQUIPMENT**

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This account funds expenses for equipment in order for all Firefighters to do their job accordingly. Support equipment includes turn out gear, SCBA, and related tools and equipment.

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**54400 NFRIS REPORTING**

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The State of South Carolina requires the Fire Department to network with the county for all fire activities such as pre fire planning, fire reporting, and a mapping system. This line item provides funding for these needs.

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**53900 ANIMAL CONTROL-POUND POLICE**

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This account covers any costs associated with the upkeep of the dogs utilized by the Police Department for investigations.

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**56010 NOTE PAYMENT – ELECTRIC EQUIPMENT**

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This account provides the funds necessary to make the lease/purchase payments for the new electric equipment.

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**55023 CAPITAL – EQUIPMENT**

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This line item is provided for the purchase of the department’s capital equipment purchases. To qualify for a capital purchase the item must be in excess of \$400.00.

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**55024 CAPITAL – VEHICLES**

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This line item is provided for the purchase of the city department's capital vehicle purchases.

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**55044 CAPITAL – FACILITIES**

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Funds in this account are provided for any capital upgrades to the City's Buildings. Any upgrades may be split between all of the in the particular building.

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**55050 CAPITAL – SYSTEM**

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This account covers the cost of capital upgrades of the Utilities Systems. From time to time it is necessary to build new power water and sewer lines to serve a new customer on our system. This line also covers the costs related to any new meter installation.

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**57000 OVERHEAD ALLOCATION**

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The Utility Fund transfers money to the General Fund for work that Mayor and Council, Administration, Finance, and the Legal Department perform for the Utility System. This amount is split between the Electrical Department, Sanitary Sewer, and Water Distribution.

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**57007 CONTRIBUTION TO GENERAL FUND**

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The Utility System contributes no more than 8% of their revenues to the General Fund for operations. These funds are split between the Electrical Department, Sanitary Sewer, and Water Distribution.

---

**56210 BOND PAYMENT**

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Funds in this account are provided for repayment of a bond used to upgrade the Electrical System and refinance an outstanding bond used for Filter Plant upgrade.





# City of Clinton Annual Budget

Fiscal Year  
2019-2020



CLINTON  
*South Carolina*



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SPECIAL FUND  
INFORMATION

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# INFLOW & INFILTRATION

## DEPARTMENT OF PUBLIC WORKS

### PURPOSE

The purpose of the Inflow & Infiltration fund is to directly support the acquisition of equipment and the support of projects and personnel directly associated with addressing critical inflow and infiltration issues in the city’s sanitary sewer system.

### REVENUES

The City of Clinton charges all customers an Inflow & Infiltration fee to repair old sewer and storm drains to reduce the amount of rain water that enters into sanitary sewer lines, which in turn increases sewer treatment expenses.

<b>Residential Sewer Customer</b>	\$3.00 Per month
<b>Institutional Sewer Customer</b>	\$8.00 per month
<b>Commercial Sewer Customer</b>	\$3.00 Per month plus \$0.0005 per gallon of metered water

### PRIMARY GOALS AND OBJECTIVES FOR FY 2019/2020

Salaries & Wages	<ul style="list-style-type: none"> <li>Funds to cover the cost of three FTE positions totaling \$147,887 will be transferred from the I&amp;I fund to the various departments that the personnel are allocated to:                     <ul style="list-style-type: none"> <li>Lead Sewer Technician, Water &amp; Sewer Division, Department of Public Works</li> <li>Sewer Technician I, Water &amp; Sewer Division, Department of Public Works</li> <li>Right of Way Technician I, Right of Way Maintenance Division, Department of Public Works</li> </ul> </li> </ul>
Operations, Maintenance, and Equipment	<ul style="list-style-type: none"> <li>\$10,000 for small tools and equipment needed for ROW Maintenance and Sewer Maintenance</li> <li>\$30,000 for professional engineering services associated with the completion of the CMOM audit, negotiations with SCDHEC regarding the consent order, and project engineering and design services.</li> <li>\$100,000 in project support funding to be used for repair and reconstruction of sanitary sewer lines.</li> <li>\$17,276 for the third of five annual lease purchase payments for a giraffe mobile right of way cutter. Page 148</li> <li>\$12,394 for the third of three annual lease purchase payments- ROW tractor. Pg148</li> <li>\$24,834 for the third of five annual lease purchase payments-ROW cutter. Pg148</li> <li>13,501 for the bucket and body for the tree truck. Pg 148</li> </ul>

**FUTURE GOALS AND OBJECTIVES**

Salaries & Wages	<ul style="list-style-type: none"> <li>Funds will continue to be allocated through FY 22 for the above mentioned FTE positions, and the budget detail chart below assumes an annual increase in personnel costs of 2% per year.</li> </ul>
Operations, Maintenance, and Equipment	<ul style="list-style-type: none"> <li>Funding for small tools is reduced significantly after FY 20 since most small tools and equipment will be purchased in FY 17 and FY 18. Equipment funding is projected through FY 22.</li> <li>Funding for professional engineering services associated with project engineering and design services decreases after FY 18 since the majority of costs associated with the CMOM audit will have been paid by that point. Professional services for project design and engineering is expected to continue to be funded through FY 22.</li> <li>Funding for project support to be used for repair and reconstruction of sanitary sewer lines is projected to continue through FY 22 at \$100,000 per year.</li> <li>The city will fund the acquisition of four-five pieces of ROW maintenance equipment through various term lease purchases as outlined in the detail below.</li> </ul>

**Special Fund - Sewer I&I**

Revenues	FY 15/16 Revenues	FY 16/17 Revenues	FY 17/18 Revenues	FY 18/19 Revenues	FY 19/20 Revenues	FY 20/21 Revenues	FY 21/22 Revenues
Anticipated Account Balance July 1	\$ 727,266	\$ 455,735	\$ 313,154	\$ 217,787	\$ 131,079	\$ 96,473	\$ 58,911
Anticipated I&I Revenues	\$ 170,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL</b>	<b>\$ 897,266</b>	<b>\$ 635,735</b>	<b>\$ 493,154</b>	<b>\$ 397,787</b>	<b>\$ 311,079</b>	<b>\$ 276,473</b>	<b>\$ 238,911</b>

Expenditures - Salaries and Wages	FY 15/16 Expenditures	FY 16/17 Expenditures	FY 1/18 Expenditures	FY 18/19 Expenditures	FY 19/20 Expenditures	FY 20/21 Expenditures	FY 21/22 Expenditures
Salaries	\$ 87,381	\$ 89,128	\$ 90,911	\$ 92,729	\$ 94,584	\$ 96,475	\$ 98,405
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security	\$ 7,081	\$ 7,223	\$ 7,367	\$ 7,515	\$ 7,665	\$ 7,818	\$ 7,975
SC Retirement	\$ 10,099	\$ 10,301	\$ 10,507	\$ 10,717	\$ 10,931	\$ 11,150	\$ 11,373
Group Health Insurance	\$ 22,708	\$ 23,162	\$ 23,625	\$ 24,098	\$ 24,580	\$ 25,072	\$ 25,573
Group Health Life-SC Ret.	\$ 138	\$ 141	\$ 144	\$ 147	\$ 150	\$ 153	\$ 156
Worker's Compensation	\$ 9,124	\$ 9,307	\$ 9,493	\$ 9,683	\$ 9,876	\$ 10,074	\$ 10,275
<b>Total</b>	<b>\$ 136,531</b>	<b>\$ 139,262</b>	<b>\$ 142,047</b>	<b>\$ 144,888</b>	<b>\$ 147,786</b>	<b>\$ 150,741</b>	<b>\$ 153,756</b>

Expenditures - Operations, Maint., & Equipment	FY 15/16 Expenditures	FY 16/17 Expenditures	FY 1/18 Expenditures	FY 18/19 Expenditures	FY 19/20 Expenditures	FY 20/21 Expenditures	FY 21/22 Expenditures
2400 Small Tools & Equipment	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3030 Professional Services - Engineers	\$ 100,000	\$ 30,000	\$ 30,000	\$ 15,000	\$ -	\$ -	\$ -
Project Support Funds	\$ 125,000	\$ 100,000	\$ 50,000	\$ 40,000	\$ -	\$ -	\$ -
Manhole Sealing Equipment and Trailer	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cap. Equipment - Minjaruff cutter \$85,000 for 5 years @ 2%	\$ -	\$ 17,878	\$ 17,878	\$ 17,878	\$ 17,878	\$ 17,878	\$ -
Cap Equipment-Note Payment Tree Truck	\$ -	\$ -	\$ -	\$ 13,501	\$ 13,501	\$ 13,501	\$ 13,501
Cap. Equipment - ROW Cutter \$110,000 for 5 years @ 2%	\$ -	\$ 23,137	\$ 23,137	\$ 23,137	\$ 23,137	\$ 23,137	\$ -
Cap. Equipment - ROW Tractor - \$75,000 over 5 yrs @ 2%	\$ -	\$ 12,304	\$ 12,304	\$ 12,304	\$ 12,304	\$ 12,304	\$ -
<b>Total</b>	<b>\$ 305,000</b>	<b>\$ 183,319</b>	<b>\$ 133,319</b>	<b>\$ 121,820</b>	<b>\$ 66,820</b>	<b>\$ 66,820</b>	<b>\$ 13,501</b>

Total Expenditures	FY 15/16 Expenditures	FY 16/17 Expenditures	FY 1/18 Expenditures	FY 18/19 Expenditures	FY 19/20 Expenditures	FY 20/21 Expenditures	FY 21/22 Expenditures
Salaries and Wages	\$ 136,531	\$ 139,262	\$ 142,047	\$ 144,888	\$ 147,786	\$ 150,741	\$ 153,756
Operational	\$ 305,000	\$ 183,319	\$ 133,319	\$ 121,820	\$ 66,820	\$ 66,820	\$ 13,501
<b>Total</b>	<b>\$ 441,531</b>	<b>\$ 322,581</b>	<b>\$ 275,366</b>	<b>\$ 266,708</b>	<b>\$ 214,606</b>	<b>\$ 217,562</b>	<b>\$ 167,257</b>

Analysis	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Revenue	\$ 897,266	\$ 635,735	\$ 493,154	\$ 397,787	\$ 311,079	\$ 276,473	\$ 238,911
Expenditure	\$ 441,531	\$ 322,581	\$ 275,366	\$ 266,708	\$ 214,606	\$ 217,562	\$ 167,257
Difference	\$ 455,735	\$ 313,154	\$ 217,787	\$ 131,079	\$ 96,473	\$ 58,911	\$ 71,654

# ECONOMIC DEVELOPMENT

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### PURPOSE

The purpose of the economic development fund is to fund project directly related to improving the local economy by supporting projects that either 1.) Make Clinton a great place to live; or 2.) Make Clinton a great place to do business.

### FY 18 /19 – 20/21 SPENDING PLAN

The City intends to manage the fund as support to address community and economic development priorities over a three fiscal year period spanning fiscal years 19, 20, and 21. The City's Economic Fund pays for dues, marketing, website fees all connected to the City's local economy and developmental projects.

# CAPITAL EQUIPMENT REPLACEMENT FUND

OFFICE OF THE CITY MANAGER: OFFICE OF FINANCE

## PURPOSE

In 2010 the City of Clinton began to set aside depreciation funding in a capital equipment replacement fund. The purpose of the fund was to allow for the city to self-finance vehicle and equipment purchases over time by having departments make contributions to a special fund annually to offset the cost of replacing capital equipment, primarily vehicles and heavy equipment.

## FY 20/21 SPENDING PLAN

The City intends to manage the fund as follows for Fiscal Year 2020 / 2021:

### FUND CONTRIBUTIONS

Office of the City Manager	\$29,000
Department of Administrative Services	\$2,833
Department of Public Works	\$159,877
Departments of Police/Fire	\$66,000
Department of Community & Economic Development	\$0
<b>Total Contributions FY 21</b>	<b>\$257,710</b>

### FUND EXPENDITURES

Office of the City Manager	\$0	
Department of Administrative Services	\$0	
Department of Public Works	0	Replacement of Water Filtration equipment
Department of Public Safety	\$90,000	Replacement of one law enforcement vehicle
Department of Community & Economic Development	\$0	
<b>Total Expenditures FY 20</b>	<b>\$90,000</b>	

## FUND ANALYSIS

Total Contributions FY 17	\$226,764
Total Expenditures FY 17	\$430,000
<b>Fund Balance Profit / (Loss)</b>	<b>(\$203,236)</b>
Total Carryover From FY 16	\$ 469,878
<b>Project Fund Balance June 30, 2017</b>	<b>\$ 266,642</b>

Total Contributions FY 18	\$222,202
Total Expenditures FY 18	\$ 86,500
<b>Fund Balance Profit / (Loss)</b>	<b>\$ 135,702</b>
Total Carryover From FY 17	\$ 266,642
<b>Project Fund Balance June 30, 2018</b>	<b>\$ 402,344</b>

Total Contributions FY 19	\$ 232,764
Total Expenditures FY 19	\$ 79,439
<b>Fund Balance Profit / (Loss)</b>	<b>\$ 153,325</b>
Total Carryover From FY 18	\$ 402,344
<b>Project Fund Balance June 30, 2019</b>	<b>\$ 555,669</b>

Total Contributions FY 20	\$ 229,290
Total Expenditures FY 20	\$ 320,215
<b>Fund Balance Profit / (Loss)</b>	<b>\$ (90,925)</b>
Total Carryover From FY 19	\$ 555,669
<b>Project Fund Balance June 30, 2020</b>	<b>\$ 464,744</b>

Total Contributions FY 21	\$ 257,700
Total Expenditures FY 21	\$ 90,000
<b>Fund Balance Profit / (Loss)</b>	<b>\$</b>
Total Carryover From FY 20	\$ 464,744
<b>Project Fund Balance June 30, 2021</b>	<b>\$ 632,444</b>





# City of Clinton Annual Budget

Fiscal Year  
2020-2021



## CAPITAL IMPROVEMENT PLAN



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# CAPITAL IMPROVEMENT PLAN

## FISCAL YEARS 2020-2025

The Capital Improvement Plan (CIP) is the City of Clinton's plan for growth and development for the fiscal years 2017 – 2021. The City faces a challenge in meeting its capital needs with limited financial resources. The purpose of this five-year plan is to identify all necessary projects, facilities, and large equipment costs. Improvements and modifications to this CIP will continue to be made in future years as the City expands and develops this process.

## SCOPE OF THE CAPITAL IMPROVEMENT PLAN

The CIP includes all Utility and General Fund facilities and major equipment purchases greater than \$5,000 with a useful life of at least three years. In some cases, items with a cost less than \$5,000 each have been placed on the list due to their critical need, lifespan, or aggregate cost. This plan does include projects funded by Special Revenue Sources (such as Hospitality and Accommodations Fees). The CIP document also includes projects or vehicles that are purchased as part of the capital line items in the operating budget however, these items are accounted for separately in the normal budget process and in each budget section. Other capital line items which are part of each department's annual operating expenditure have been omitted from this plan since they are addressed elsewhere in this document. For example, debt service has not been included in the CIP since it is addressed previously in the budget as well as in each individual department or division's budget.

Each project detail includes a project description, the year in which it will be started/acquired, the amount to be expended and possible financing sources for each project. The CIP will not fund all community needs but will fund high priority projects.

This capital budget is updated annually as part of the City's regular budget process. Coordinating the comprehensive capital budget with the operating budget should give the City more insight into long range planning. The information helps decision-makers improve coordination of services for greater efficiency and assess short-run financing requirements in the context of long-run fiscal needs and constraints.

Choosing among the various projects is a difficult process, as the City must decide how to provide a list of projects to an affordable level and balance competing community needs. Priorities are set based on legal mandates, budget impacts, health and safety issues, environmental issues, economic development impacts, project feasibility, inter-jurisdictional effects, and relationship to other projects.

This plan is a constantly changing one. Projects included here do not necessarily mean a guarantee for funding since priorities are constantly changing. However, this is a crucial tool to help the City in adequately preparing for future costs.

## FINANCING THE CAPITAL IMPROVEMENT PLAN

The two basic methods to fund the CIP projects are 1) pay-as-you-go, which requires use of current revenues or cash on hand, and 2) pay-as-you-use, which involves leveraging debt to spread the acquisition expenditures over the period of time the City uses the capital asset. Funds dedicated to pay-as-you-go include ad valorem taxes, special tax assessments, grants, hospitality/accommodations fee and annual capital transfers from the General Fund. Both of the financing approaches are useful and which method utilized would depend upon the nature of the project to be financed.

## All Projects and Planned Capital Purchases

This section has been revised, hopefully, to clarify the future purchases by year, and then by fund. It also is currently and always be a work in progress that will be constantly updated and reviewed. The schedules begin on the following pages.

### CAPITAL PLANNING BY YEAR AND FUND FOR FIVE YEARS

YEAR 1

FY 20-21

	FUNDS										
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Accommoda Grants	State Accommo- dations Taxes	Depreciation Funds	Grants
<b>FISCAL YEAR 2020-21</b>											
<b>Community Development</b>											
Advertising/tourism									10,000		
Plamming & Inspections-new Truck	30,000										
Streetscapes											
No. V Broad-Carolina Cross walks											125,000
No. V South Broad-1st year											100,000
Recreation Facilities							1,000,000				
Parks							30,000				
<b>Public Works</b>											
Facilities		15,000									
Warehouse Pipe Valves		50,000									
Sanitation-trucks		72,000									
Water Improvements-Maple, Walnut, SCADA		320,000									
Sewer-Water State Funds											250,000
LIFT STATIONS/Mission Control		200,000									
Service body on Flat bed		45,000									
ROW truck		55,000									
Mini Excavator		45,000									
V8 4x4 Quad Truck & Bucket dwnpayment		74,000									
Electric System Improvements		95,000									
Actuators 5 @1700		16,000									
Spare River Pump & VFD for River Pump		76,000									
New SCADA		65,000									
Norea Valve Replacement		23,985									
Soft Start for High Service Pump		11,326									
Filter Transmitter		4,700									
<b>IT</b>		150,000									
<b>POLICE &amp; FIRE</b>											
Patrol Cars										90,000	
<b>LOST</b>											
Radios-Police			55,000								
K-9 Upfit for Vehicle			10,000								
Fire Radio Lease			53,866								
Fire Support Equipment			20,000								
Facilities - Future Lease/Bonds				1,500,000							
<b>SUBTOTAL FY 20-21</b>	30,000	1,318,011	138,866	1,500,000	-	-	1,030,000	-	10,000	90,000	475,000



FISCAL YEAR 2022-23	YEAR 3											FY 22-23										
	FUNDS																					
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Grants	State Accommodations Taxes	Depreciation Funds	Grants											
<b>Community Development</b>																						
Advertising/tourism								10,000														
Streetscapes																						
No. VII W. Main to Laurens sT											-											
FAÇADE											550,000											
Recreation Facilities																						
<b>Public Works</b>																						
Facilities		35,000																				
Water Improvements		100,000																				
Colleciton Lines						150,000																
Storm Sewer lines		10,000																				
Clear Well Rehab		100,000																				
Elevated Tank		75,000																				
<b>Public Safety</b>																						
Patrol Cars	90,000									45,000												
<b>LOST</b>																						
SRT Gear			10,500																			
Body Camera			4,000																			
Records Mgmt			30,000																			
Fire Base Station			10,000																			
<b>SUBTOTAL FY 22-23</b>	90,000	320,000	54,500	-	-	150,000	1,250,000	-	10,000	45,000	550,000											

FISCAL YEAR 2023-24	YEAR 4											FY 23-24										
	FUNDS																					
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accom. Hospitality Funds	Grants	State Accommodations Taxes	Depreciation Funds	Grants											
<b>Community Development</b>																						
Advertising/tourism								10,000														
Streetscapes																						
No. VIII Gary & Hampton							400,000															
Parking lot construction in City							200,000	200,000														
Recreation Facilities							1,000,000				550,000											
<b>Public Works</b>																						
Facilities		35,000																				
Water Improvements		100,000																				
Colleciton Lines						150,000																
Storm Sewer lines		10,000																				
Elevated Tank		75,000																				
<b>Public Safety</b>																						
Patrol Cars	90,000									45,000												
<b>LOST</b>																						
SRT Gear			10,500																			
Body Camera			4,000																			
Records Mgmt			30,000																			
<b>SUBTOTAL FY 23-24</b>	90,000	220,000	44,500	-	-	150,000	1,600,000	200,000	10,000	45,000	550,000											

FISCAL YEAR 2024-25	YEAR 5											FY 24-25
	FUNDS											
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accom. Hospitality Funds	Grants	State Accommodations Taxes	Depreciation Funds	Grants	
<b>Community Development</b>												
Advertising/tourism								10,000				
Streetscapes											-	
No. VIII Gary & Hampton Parking lot construction in City Recreation Facilities							400,000 200,000 1,000,000	200,000			550,000	
<b>Public Works</b>												
Facilities		35,000										
Water Improvements		100,000										
Colleciton Lines						150,000						
Storm Sewer lines		10,000										
Elevated Tank		75,000										
<b>Public Safety</b>												
Patrol Cars	90,000									45,000		
<b>LOST</b> SRT Gear Body Camera Records Mgmt			10,500 4,000 30,000									
<b>SUBTOTAL FY 24-25</b>	90,000	220,000	44,500	-	-	150,000	1,600,000	200,000	10,000	45,000	550,000	
<b>Total FIVE years</b>	690,000	2,373,011	476,866	1,500,000	-	780,000	6,530,000	400,000	50,000	320,000	2,675,000	