City of Clinton Annual Budget

Fiscal Year

2019-2020

CLINTON
South Carolina

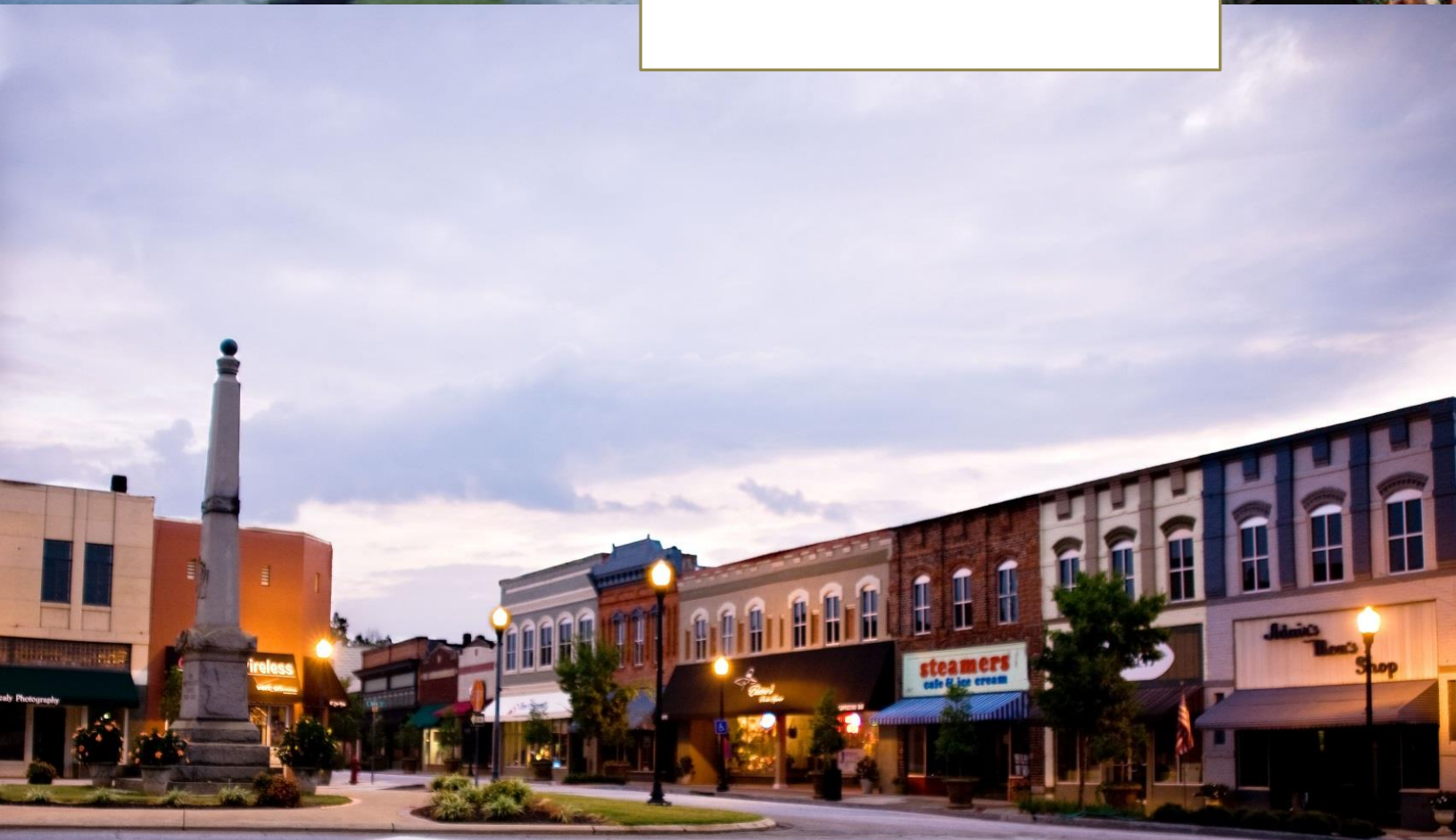


TABLE OF CONTENTS

INTRODUCTORY SECTION 1

Table of Contents 3
City Council & Management 5
Organizational Chart 7
Budget Message 9

COMMUNITY PROFILE 13

POLICY & PLANNING 23

Strategic Priorities 25
Statement of Financial Policies 30
Debt Service 33
Financial Management Systems 37
Budget Process & Amendments 41
Budget Schedule 43
Principle Revenue Sources 44

SUMMARY 51

Revenue & Expenditure Summary 53
Summary of Changes in Fund Balance 58
Personnel Authorizations 60

GENERAL FUND 63

General Fund Summary 64
General Fund Revenue Detail 69
Mayor & Council 73
OCM: City Administration 75
DCED: Economic Development 80
DAS: Municipal Court 84
OCM: Legal Services 87
OCM: Finance 88
DP: Police 91
DF: Fire 97
DPW&U: Streets 101
DPW&U: Parks, Recreation, Cem. 105
OCM: Clinton Museum 109
OCM: Inspections & Planning 112
OCM: Accommodations 116

UTILITY FUND 117

Utility Fund Summary 119
Utility Fund Revenue Detail 123
DPW&U: Public Works Administration 130
OCM: Information Technology 133
DAS: Utility Billing 137
DPW&U: Electric Distribution 141
DPW&U: Right of Way Maintenance 146
DPW&U: Sewer 149
DPW&U: Storm Sewer 153
DPW&U: Water Distribution 156
DPW&U: Water Treatment 160
DAS: Fleet Services 164
OCM: Risk Management 167
DPW&U: Sanitation 170

SUPPLEMENTAL 173

Sources and Uses of Funds 175
Glossary of Terms 176
Chart of Accounts 180

SPECIAL FUNDS 195

Inflow and Infiltration 197
Capital Equipment Replacement 199

CAPITAL IMPROVEMENT PLAN 201

Fiscal Year 19-20 204
Fiscal Year 20-21 205
Fiscal Year 21-22 206
Fiscal Year 22-23 207
Fiscal Year 23-24 208

ABBREVIATIONS:

OCM: *Office of the City Manager*

DCD: *Department of Community Development*

DAS: *Department of Administrative Services*

DPS: *Department of Public Safety*

DPW&U: *Department of Public Works & Utilities*

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

Mrs. Renee Morrow
Chief Financial Officer

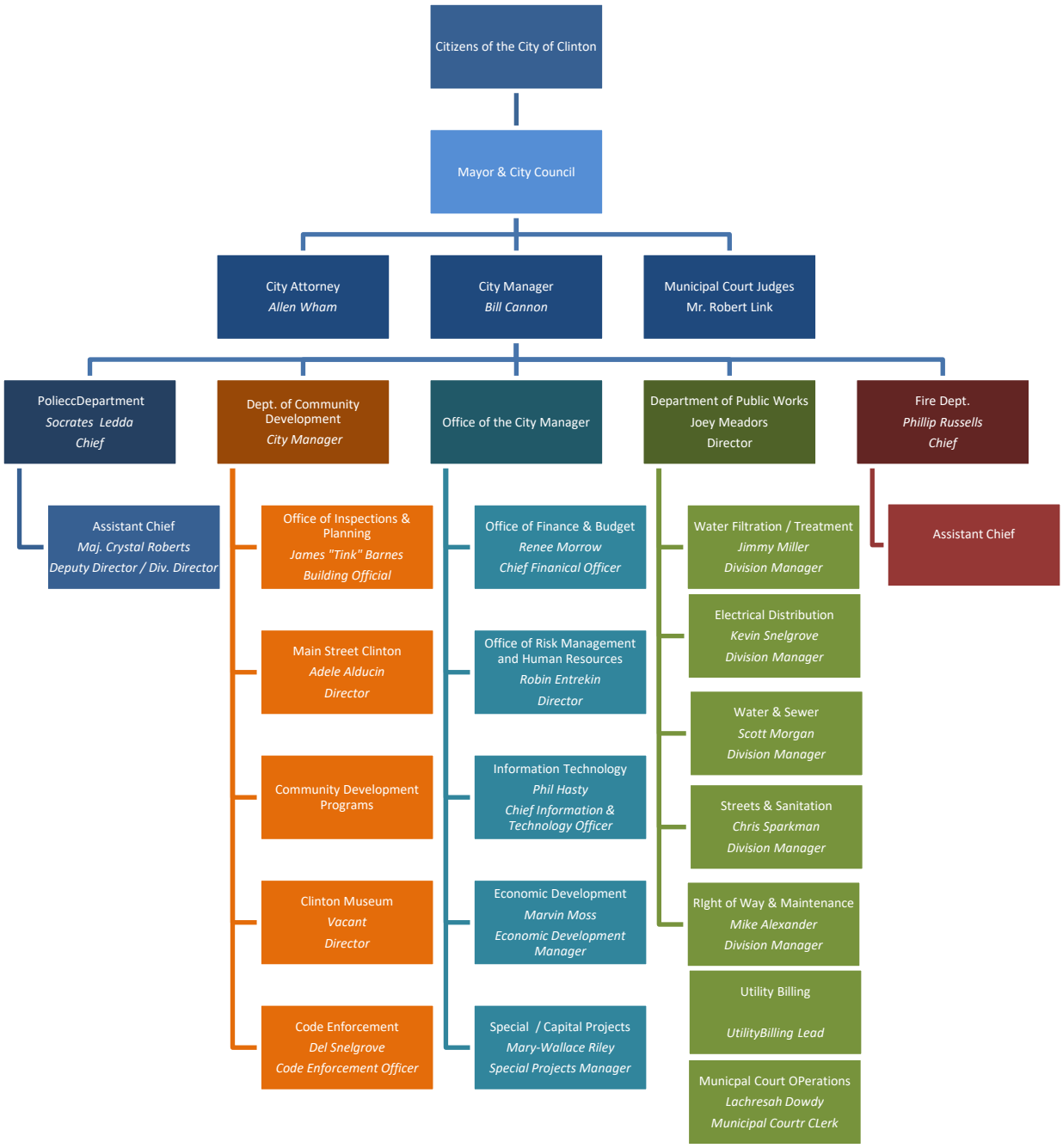
Mr. Socrates Ledda
Police Chief

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, 2019 and ending June 30, 2020 (FY 2019/2020) which totals $30,995,395. 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 2019/2020 was a significant challenge for city staff due to the continued slow economic growth in our community coupled with the fact that many deferred maintenance items and capital equipment replacements have reached a point where they must be addressed in order to ensure proper service delivery going forward.

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.

BUDGET SUMMARY

The proposed balanced 2019/2020 budget of $30,838,428 is a 2.81% increase from the approved 2018/2019 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 each annual strategic planning retreat. 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.

FY 19/20

	2016 - 2017 Approved Budget	2017 - 2018 Actual	2017 - 2018 Approved Budget	2018 - 2019 Approved Budget	2019-2020 Requested Budget
General Fund Revenues	$ 6,336,118	$ 8,509,189	$ 6,693,510	$ 6,700,840	$ 6,880,716
General Fund Expenses	$ 6,285,373	$ 7,537,937	$ 6,693,510	$ 6,700,840	$ 6,880,716
Surplus	$ 50,745	$ 971,252	$ 0	$ 0	$ 0
Utility Fund Revenues	$ 22,398,306	$ 21,967,278	$ 23,172,868	$ 23,295,334	$ 23,957,713
Utility Fund Expenses	$ 22,449,050	$ 21,819,862	$ 23,172,868	$ 23,295,334	$ 23,957,713
Surplus	$ (50,745)	$ 147,416	$ 0	$ 0	$ 0
Total Revenues	$ 28,734,424	$ 30,476,467	$ 29,866,378	$ 29,996,174	$ 30,838,429
Total Expenses	$ 28,734,423	$ 29,357,799	$ 29,866,378	$ 29,996,174	$ 30,838,429
Surplus	$ 0	$ 1,118,668	$ 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: Only the 1.024 CPI% increase was included for property tax increase for general operations. The millage will increase from 109.7 to 112.4 as a result of the CPI%, as allowed by state laws. Continued use of the 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 replacement of the current business license structure with a NASICs compliant program which reduced the number of business classes and will periodically adjust 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 fifth year of sidewalk replacement and a third year of paving. It also includes funding to replace aging technology and to continue to improve the public safety fleet. The facility that contains the departments of Police and Fire is of significant concern, and funds are included in the FY19/20 budget to provide options to rehabilitate that facility.
- **Community Facility and Program Development:** During Fiscal Year 2020, the city will begin 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 18/19 level.

- **Pursuit of 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 boards.
- **Support for Economic Growth:** The city completed an economic development strategic planning effort in 2015 and will implement the plan through 2019. 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 20, 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.

UTILITY FUND

Although the 2019/2020 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.

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 completion of the conversion of our existing thirty year old utility billing software to a new, more secure and more customer friendly, operating platform. In addition, 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.

STAFFING & COMPENSATION

The 2019/2020 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:	Fire	3 Positions
	Police	1 Position
	Planning & Inspections	1 Positon
	Sanitation	5 Positions
	Public Works Administration	1 Position
Position Reductions:	Sewer Collections/Water Distribution	1 Position
	Utility Billing	3 Positions

Position added as related to Sanitation.
Note: Utility Fund added a net of 2 positions by reductions/transfers in other departments.

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 2019/2020 budget include a variety of building improvements and equipment requests with a funding level of $657,000 for the General Fund and $1,039,949 for the Utility Fund with a total proposed capital expenditure of $1,696,949. 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. 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 June 30, 2019	Balance June 30, 2020	FY 20 Payments
General Fund	$51,000	$ 108,577	$159,577	$54,760	$ 107,810
Utility Fund	$ 7,383,406	$ 673,817	$ 8,057,223	$ 7,070,955	$ 1,246,593
TOTAL	*$ 7,434,406*	*$ 782,394*	*$ 8,216,800*	*$ 7,125,715*	*$ 1,354,403*

CONCLUSION

This proposed budget for Fiscal Year 2019/2020 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,

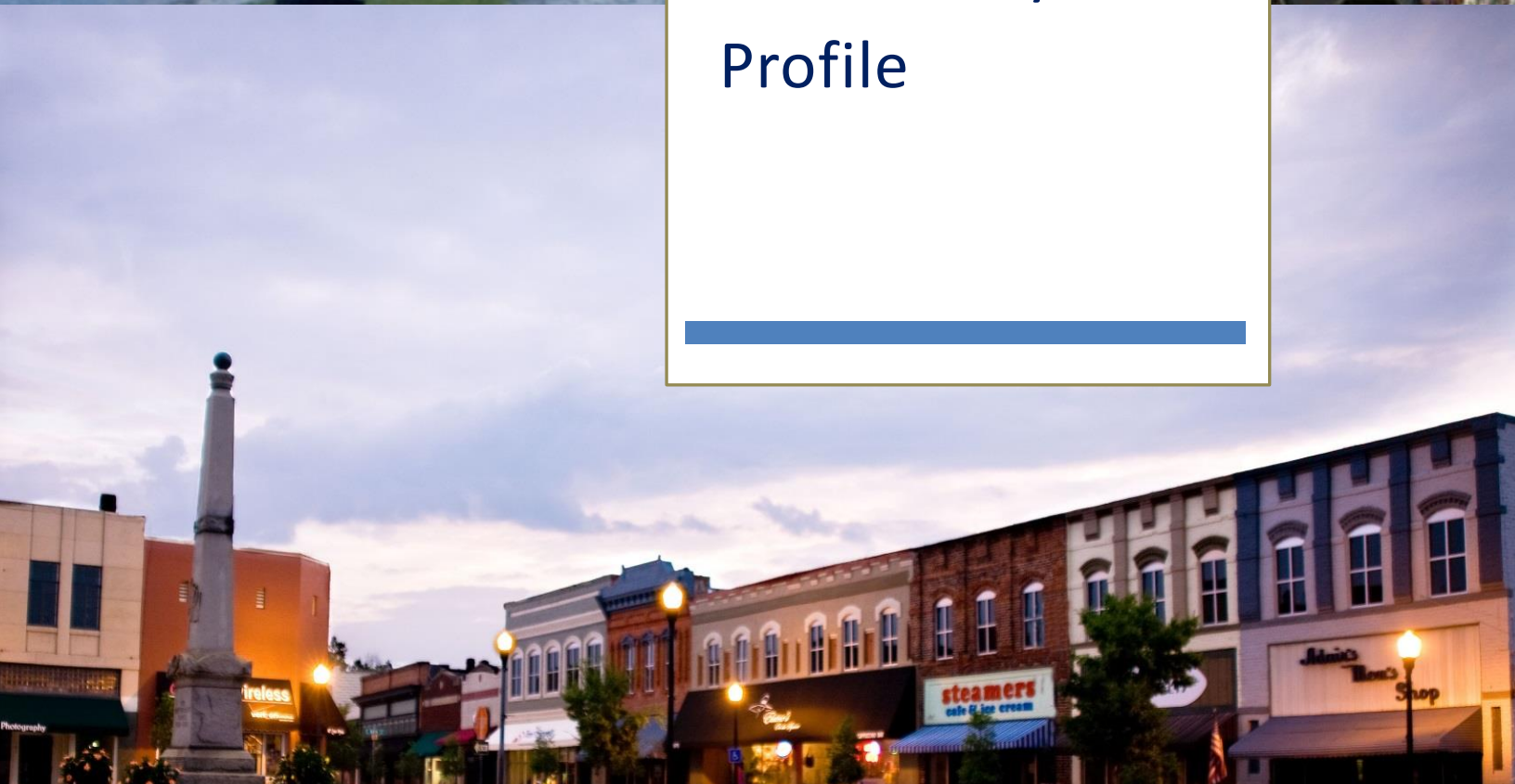
Bill Ed Cannon
City Manager

City of Clinton Annual Budget

Fiscal Year 2019-2020

CLINTON
South Carolina

Community Profile



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 and 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.

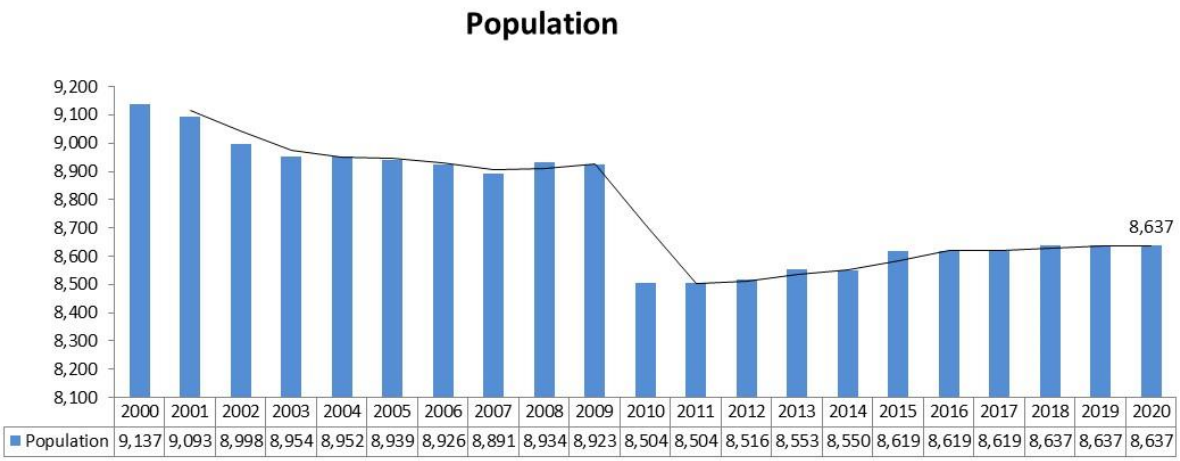
COMMUNITY DEMOGRAPHICS

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:

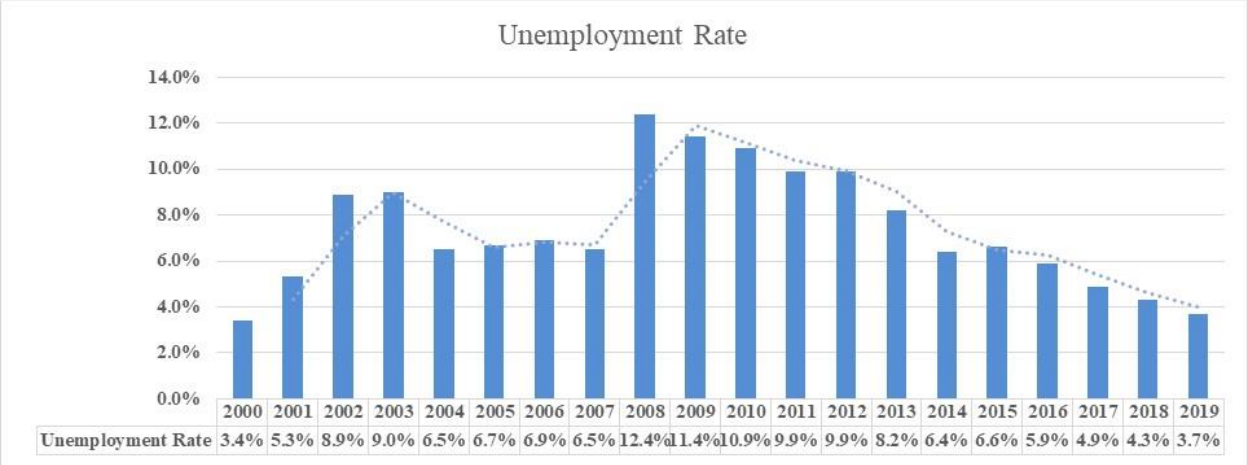
.



	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Population	9,137	9,093	8,998	8,954	8,952	8,939	8,926	8,891	8,934	8,923	8,504	8,504	8,516	8,553	8,550	8,619	8,619	8,619	8,637	8,637	8,637

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%.



	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Unemployment Rate	3.4%	5.3%	8.9%	9.0%	6.5%	6.7%	6.9%	6.5%	12.4%	11.4%	10.9%	9.9%	9.9%	8.2%	6.4%	6.6%	5.9%	4.9%	4.3%	3.7%

CLIMATE

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

Average January Minimum Temperature (degrees Fahrenheit)	*29*
Average July Maximum Temperature (degrees Fahrenheit)	*91*
Days with maximum of 90 degrees F or above	*36*
Days with minimum of 32 degrees F or below	*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	4,392
2011	4,285
2012	4,075
2013	4,069
2014	3,999
2015	4,020
2016	4,045
2017	4,093
2018	4,093
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.

Number of Customers
Water System
Last Ten Fiscal Years

2010	4,411
2011	4,377
2012	4,260
2013	4,251
2014	4,154
2015	4,208
2016	4,210
2017	4,215
2018	4,250
2019	4,347

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.

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	4,411
2011	4,377
2012	4,260
2013	4,251
2014	4,154
2015	4,208
2016	4,210
2017	4,215
2018	4,250
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 2019-2020

CLINTON
South Carolina

POLICY & PLANNING

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 2019/2020 budget process, the City Council participated in exercises to refine and outline key policy efforts associated with each theme to be addressed FY 2020. In addition, Council agreed and identified, through consensus, key issues to be addressed during FY 20 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 intitiatives 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.

Exceptional Infrastructure

Focus on Infrastructure Improvement

Implement sewer system improvements , repair water lines, identify future water sources, improve operating efficiency in the electric division and complete small scale road and sidewalk repairs.

Metering Technology, Utility Sustainability and DSM Savings Expansion

Complete the implementation of new metering technology to include AMI / AMR, expand remote disconnection and demand side management technology, conduct a pre-pay metering pilot program, expand LED and solar programs, and expand DSM participation.

Grow the Economy

Make Clinton Competitive

Implement the City of Clinton Economic Development Strategic Plan components releated to making our city more competitive for industrial and commercial prospects.

Promote Community Development

Pursue standards leading to higher organizational performance through benchmarking and strategic planning.

Utilize existing benchmarking programs to improve operational performance including pursuing law enforcement accreditation, completing a plan for ISO reduction, and pursuing APWA accreditation.

Provide a First Class City for our Residents

Achieve Fiscal Stability

Increase Financial Stability

Continue to grow the city reserve funds towards established goals and develop sound financial policies.

Increase Service Fiscal Stability

Update the full cost of service and rate study for electric, water, sanitary sewer, and sanitation services.

Complete Software Conversion

Complete MUNIS system Implementation

Invest in the Downtown

Continue the Main Street Program, enhance community events, improve the built environment and enhance the business climate.

Improve Community Appearance, Property Condition & Stabilize Property Values

Stabilize property values and improve housing and facility condition throughout the city by supporting statewide blight control programs, conducting a city wide blight inventory, and conducting a thorough review of existing code enforcement regulations. Conduct community beautification programs and replace gateway signage.

Improve Customer Service

Improve customer service operations by Continuing the CPR initiative based on customer service survey results, creating a one stop service desk, and investigating provide support programs for low income customers.

Community Facilities Development Program

Improve community facilities by developing new parks and recreation facilities, determine future direction for DPW and Police/ Fire facilities, and improve the appearance of the central business district.

MAKE CLINTON COMPETITIVE: As part of a concerted effort to foster economic growth and success in our community, the city needs to improve its competiveness 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.
- Completing the 2nd 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 20, 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 20 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.
- Cooperate with SCDOT to finish the Broad Street rehabilitation and repaving 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
- Replacing gateway and corporate limit signage.
- Replacing and or repairing city facilities and signage.
- Removing and burying targeted electric lines to improve appearance and adding lighting along exit 54.

OPERATING SYSTEM: The successful implementation of the MUNIS system will require a significant commitment from several departments and staff. During the previous four fiscal years, the city has implemented the General Ledger, Payroll, and Utility Billing portions of the new system, and the city will wrap up loose ends and identify components the system that need additional attention.

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. Additionally, the survey results based CPR (Courtesy, Professionalism, Respect) program, and enhancing customer service training for employees will continue to be the goal.

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 20 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 2020, 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 achiever 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.

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.

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.

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.

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.

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 determinate 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.

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.

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 purposed, 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:

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.

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 30,2018	Balance June 30,2019	Balance June 30,2020
General Obligation Bonds: $450,000 General Obligation Bonds. Annual maturities of $40,000 to $51,000 through 2020 and an annual interest rate of 3.02%.	$ 100,000	$ 51,000	$ -
Total general obligation bonds	**$100,000**	**$51,000**	**$0**
Capital Lease Obligations: $167,380 Street Sweeper capital lease for 3 yrs . Annual payments of $57,038 including interest of 1.45%.	$ -	$ -	$ -
$315,157 Fire Truck capital lease for 5 yrs . Annual payments of $55,790 including interest of 1.750%.	$ 161,746	$ 108,577	$ 54,760
Total lease obligations	**$161,746**	**$108,577**	**$54,760**
Total Govermental Fund Debt	**$261,746**	**$159,577**	**$54,760**

	Balance June 30,2018	Balance June 30,2019	Balance June 30,2020
Revenue Bonds:			
$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	$ 6,829,000	$ 6,775,000	$ 6,622,000
$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%.	$ 1,301,262	$ 608,406	$ -
Total Utility Revenue Bonds	**$ 8,130,262**	**$ 7,383,406**	**$ 6,622,000**

Capital Lease Obligations:			
$46,300 Tractor & Mower capital lease for 5 yrs . Annual payments of $12,304 including interest of 2.60%.	$ 35,073	$ 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
$116,880 Knucle Boom truck capital lease for 5 yrs . Annual payments of $24,971 including interest of 2.060%.	$ 94,485	$ 70,066	$ 24,971
$81,200 Wheeled Jaruff ROW capital lease for 5 yrs . Annual payments of $17,291 including interest of 2.060%.	$ 65,745	$ 49,808	$ 32,880
$61,387 International Cab/Chassis capital lease for 5 yrs . Annual payments of $13,502 including interest of 3.40%.	$ -	$ 61,387	$ 49,712
$219,876 Altec Bucket Truck capital lease for 5 yrs . Annual payments of $46,603 including interest of 1.930%.	$ 177,753	$ 134,581	$ 88,861
$152,432 Bucket Truck capital lease for 5 yrs . Annual payments of $26,879 including interest of 1.780%.	$ 77,651	$ 52,223	$ 25,881
$117,409 Skidsteer Row Equip. Lease for 5 yrs. Annual payments of $24,834 including interest rate of 1.98%.	$ 71,648	$ 48,232	$ 23,880
Total lease obligations	**$ 522,355**	**$ 673,817**	**$ 448,955**
Total Utility Fund Debt	**$ 8,652,617**	**$ 8,057,223**	**$ 7,070,955**
Grand Total for City	**$ 8,914,363**	**$ 8,216,800**	**$ 7,125,715**

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.

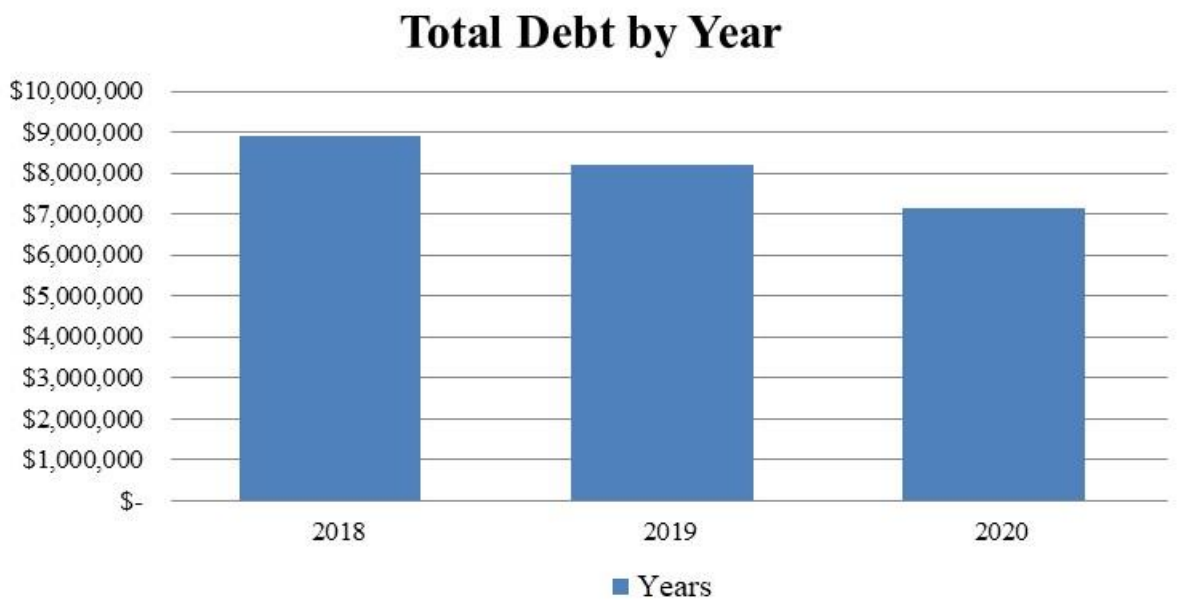
DEBT SERVICE MATURITIES BY FISCAL YEAR TO INCLUDE PRINCIPAL AND INTEREST

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

	GENERAL FUND		
FY Ending June 30,	2010 GO Bond $450,000 Bonds	Capital Leases Various Equipment	Total General Fund Debt Principal/Interest
2020	52,020	55,790	107,810
2021		55,790	55,790
2022		55,790	55,790
	$ 52,020	$ 167,370	$ 219,390

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

	UTILITY FUND				
FY Ending June 30,	2017 Bonds Electric/Water $6,902,000	2012A Bond Refinancing/ Electric/ Water $4,224,434	Capital Leases Various Equipment	Total Utility Debt Principal/Interest	Total City Debt By Fiscal Year
2020	312,890	619,844	258,069	1,190,803	1,246,593
2021	933,280		258,069	1,191,349	1,247,139
2022	984,942		206,423	1,191,365	1,410,755
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
	$ 7,649,946	$ 619,844	$ 722,561	$ 8,992,351	$ 9,323,321



CITY OF CLINTON GOVERNMENTAL FUND – TOTAL DEBT MARGIN COMPUTATION

June 30, 2018

Total Assessed Value	$ 11,922,982
Debt Limit (8% of the Assessed Value)	$ 953,839
Current General Bonded Debt	$ (100,000)
Legal Debt Margin	$ 853,839

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.

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.

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 finds 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 are prepared in the audited Comprehensive Annual Financial Statements in accordance with (GAAP) while using the accrual basis of accounting for the statements.

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.

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

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.

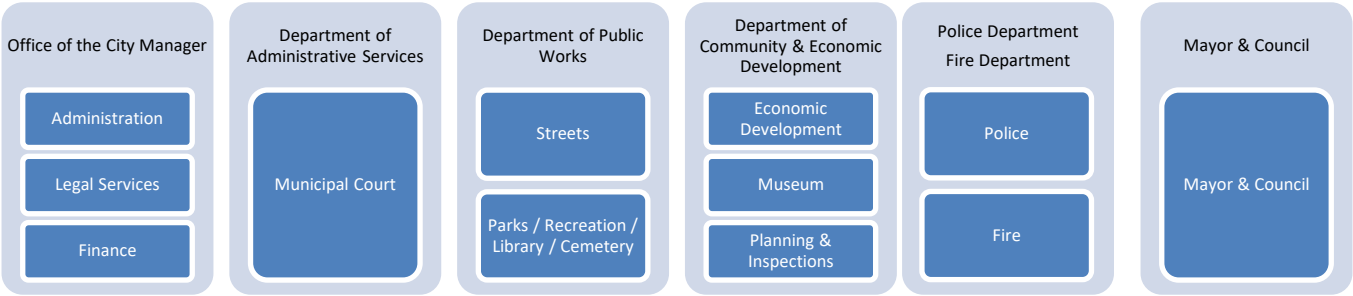
DESCRIPTION OF GENERAL FUND DIVISIONS

Mayor and City Council:	The body that sets policy
Administration:	Administration for entire city government
Economic Development:	Recruits and retains industry and business that lead to job creation and property tax base enhancement
Municipal Court:	Administration and adjudication of local and state laws
Legal Services:	Provides advice and counsel the Mayor and City Council and City staff.
Finance:	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.
Police:	Enforcement of municipal, state, and federal laws; traffic enforcement and accident investigation; investigations of crime; victims' advocacy; animal control; training and certification.
Fire:	Enforcement of fire prevention; fire suppression.
Streets:	General repair and maintenance of City streets, sidewalks, curbs and gutters.

Parks/Recreation/Library/Cemetery: Maintenance of City-owned parks, library, and cemetery.

Museum:	Protect, preserve, interpret, and display historically relevant artifacts.
Planning and Inspections:	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

Accommodations Tax Fund:	Monies received from the South Carolina Department of Revenue for designated fees added at hotels inside the City.
Local Hospitality Fee Fund:	A 2% fee imposed on all prepared food inside the City, used to promote quality of life, tourism, and recreational facilities.
Economic Development:	Funds used by the City to promote and pursue economic development inside the City.
Depreciation Funds (Capital Equipment):	Funds used by the City to replace capital equipment.
SII (Sewer Inflow & Infiltration):	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

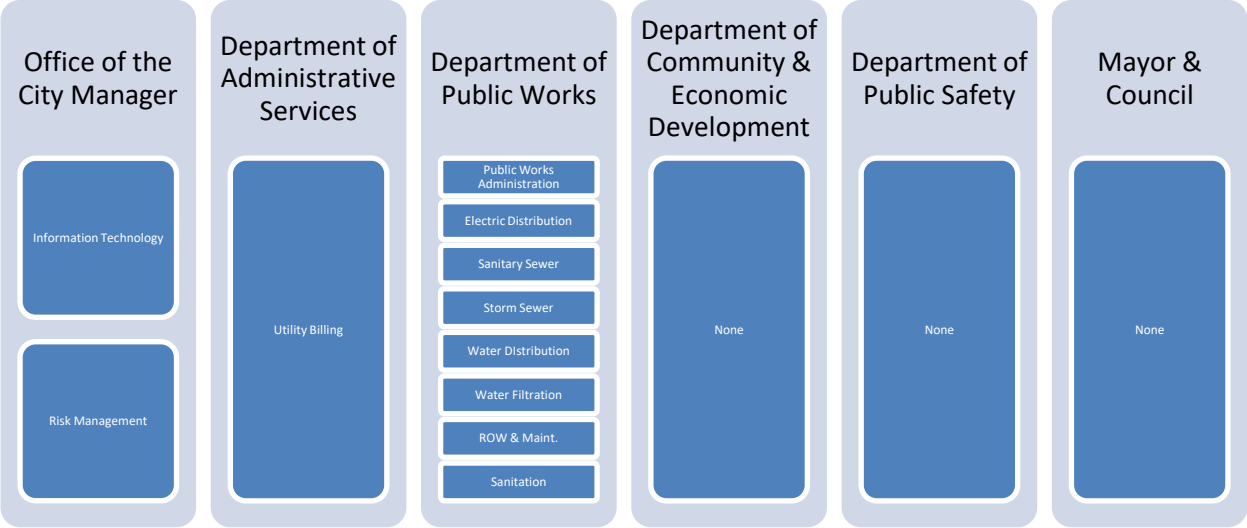
The Enterprise Funds are the major funds used to account for the business-type activities of a government. These are activities which are financed and operated in a manner where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the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

DESCRIPTION OF ENTERPRISE FUNDS AND DIVISIONS

Public Works Administration:	Administration of the public works and utilities division.
Information Technology:	Provides management and support for technology, computers, servers, hardware, and software. Also provides Geographic Information System services.
Utility Billing:	Collection of utility payments; utility meter reading and billing.
Sanitation:	Collection and disposal of refuse, including cellulose
Electric Distribution:	Manages the safe and efficient distribution of electricity.

Sanitary Sewer:	Operations and maintenance of the City's sewer collection systems.
Storm Sewer:	Operations and maintenance of the City's storm sewer systems.
Water Distribution:	Operations and maintenance of the City's water distribution systems.
Water Filtration:	Operation and maintenance of the City's Water Treatment Facility.
Right of Way Maintenance:	Maintenance of the City's Right of Ways for Infrastructure.
Fleet Maintenance:	General repair and maintenance of the City's fleet.
Risk Management:	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 1st. 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.

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.

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.

BUDGET CALENDAR

A detailed budget calendar is included below.

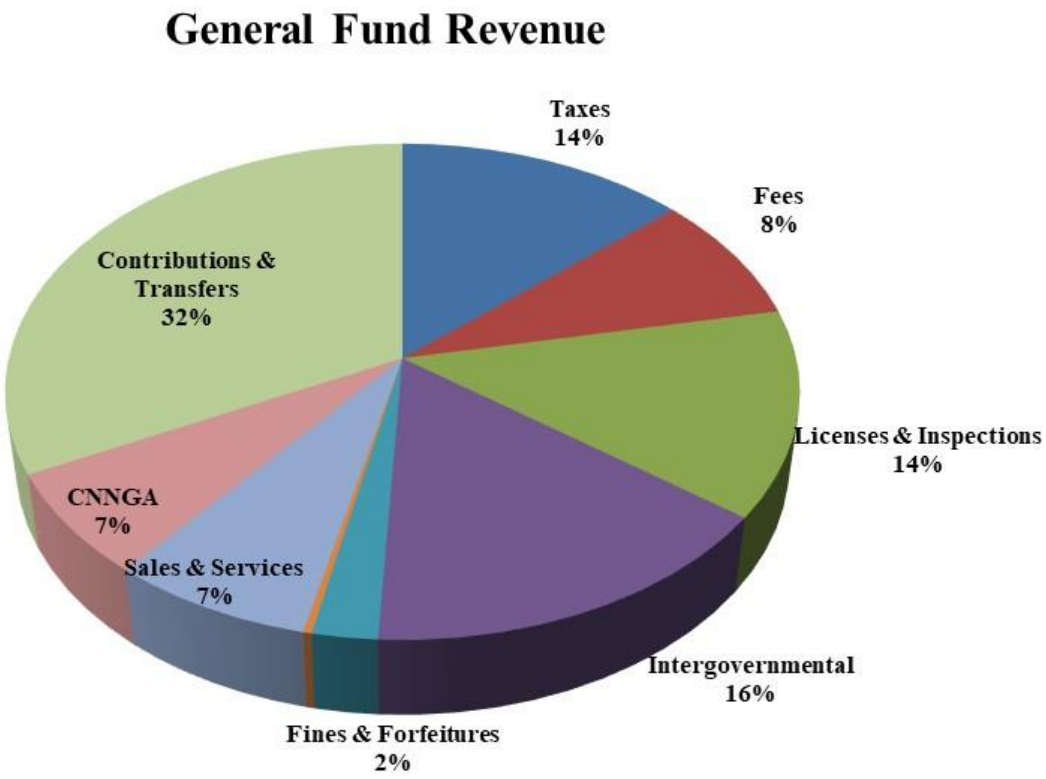
FY 19 – 20 Budget Calendar

Date	**Action**
January 7, 2019	*City Council Meeting / Regular Meeting*
January 9, 2019	*Departments receive capital budget forms*
January 23, 2019	*Receive draft midyear financial report for review*
January 31, 2019	*Departments receive non-capital FY 19 Budget Forms*
January 31, 2019	*Capital Budget Requests turned in by Departments to Finance*
February 4, 2019	*City Council Meeting*
February 8 & 11, 2019	*City Departments Payroll Sessions*
February 13, 2019	*All budget requests due from Departments*
February 19-22, 2019	*Departmental Budget Meetings*
March 4, 2019	*City Council Meeting*
March 21, 2019	*City Council Workshop* *Key Annual Priorities-General Fund*
April 1, 2019	*City Council Meeting/ Regular Meeting* • *Draft Budget issued to City Council*
April 9, 2019	*City Council Workshop* • *Utility Fund Revenues and Expenditures*
May 6, 2019	*City Council Workshop (Prior to Regular Meeting)* • *Revisions* • *Salary reviews*
May 6, 2019	*City Council Meeting / Regular Meeting* • *Budget Revisions* • *First Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2019-2020 Annual Operating Budget*
June 3, 2019	*City Council Meeting / Regular Meeting* • *Public Hearing for Fiscal Year 2019-2020 Annual Operating Budget* • *Second Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2019-2020 Annual Operating Budget*

PRINCIPAL REVENUE SOURCES

GENERAL FUND

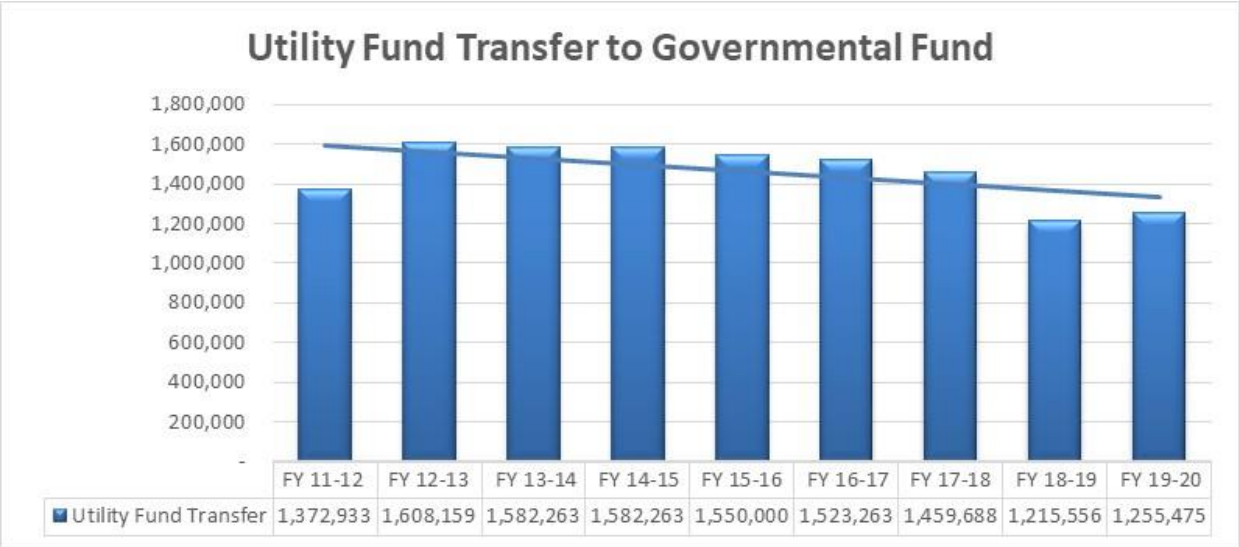
The cost to finance the many services that the City of Clinton provides requires stable, predictable revenue sources. Those revenue sources include taxes, business license fees, fines, permits, user fees, state-shared revenue, and utility transfers and contributions. Revenue forecasting is facilitated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



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 32% 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.

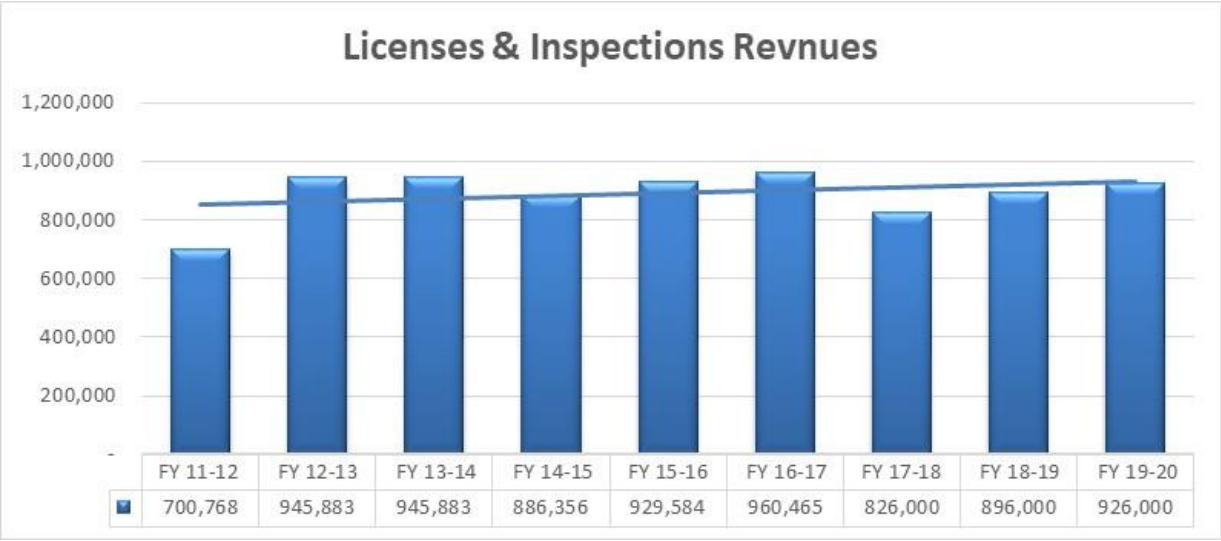


INTERGOVERNMENTAL REVENUES

Intergovernmental revenues account for 16% 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

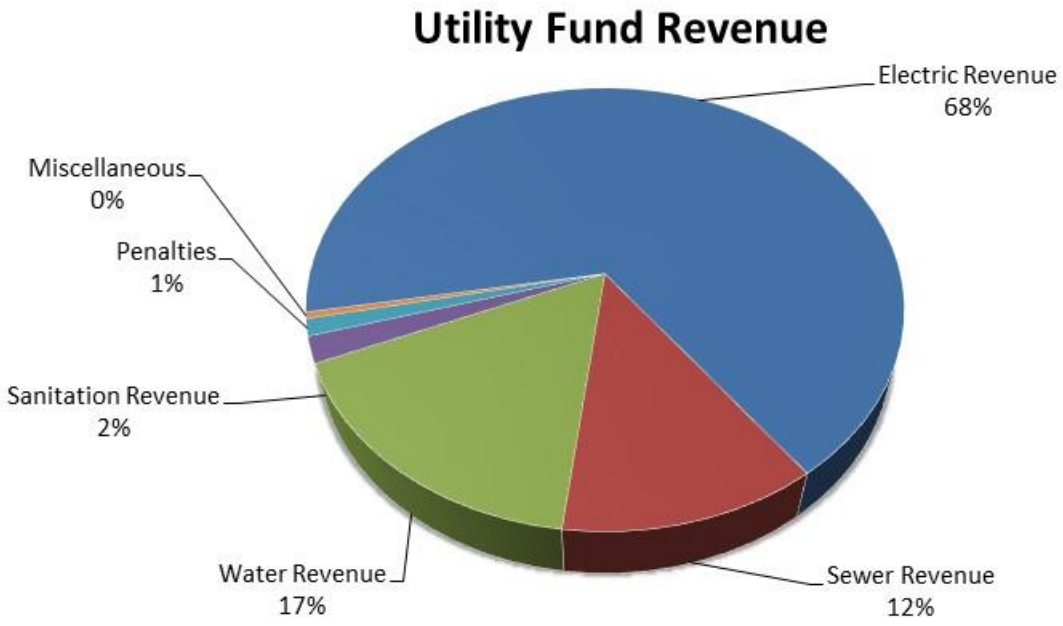
Property and vehicle tax revenue only accounts for 14% of Clinton's General Fund budget. While there has been fluctuation in tax collections over the past ten years, efforts are currently underway to improve Clinton's tax base by recruiting and retaining businesses and industry within the corporate limits 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 2019-2020, the city budget only has a tax increase equal to the CPI of 1.024%.

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.



ELECTRIC REVENUE

Electric revenue accounts for 68% 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 17% 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 12% 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 2,900. 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

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	$ 145.51	$ 145.51	1
Sewer	$ 33.85	$ 34.52	$ 37.06	$ 37.06	$ 37.06	$ 39.71	$ 42.43	$ 45.40	$ 46.08	$ 46.76	2
Water	$ 18.24	$ 18.48	$ 19.85	$ 19.85	$ 20.39	$ 30.26	$ 32.42	$ 34.35	$ 44.42	$ 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
Total	***$ 205.13***	***$ 220.22***	***$ 237.51***	***$ 240.51***	***$ 241.55***	***$ 245.04***	***$ 249.92***	***$ 256.63***	***$ 269.28***	***$ 272.40***	

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 2019-2020

CLINTON
South Carolina

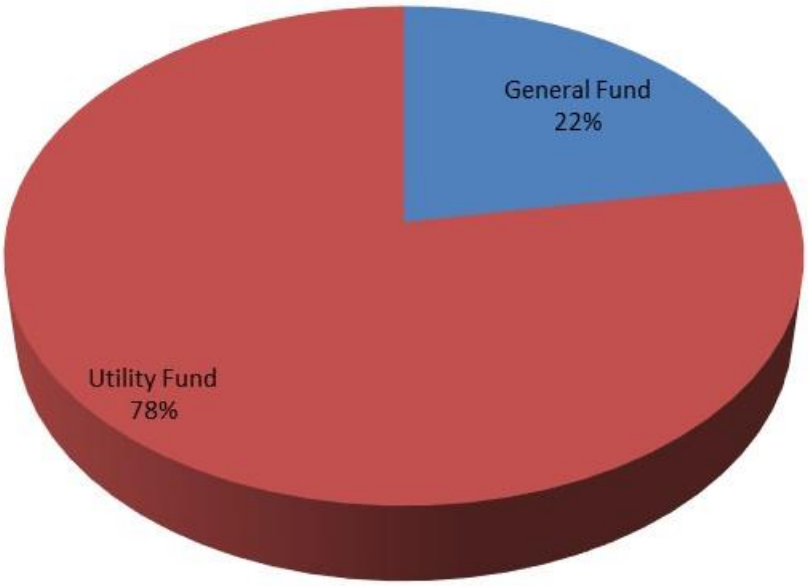
BUDGET SUMMARY & PERSONNEL AUTHORIZATIONS

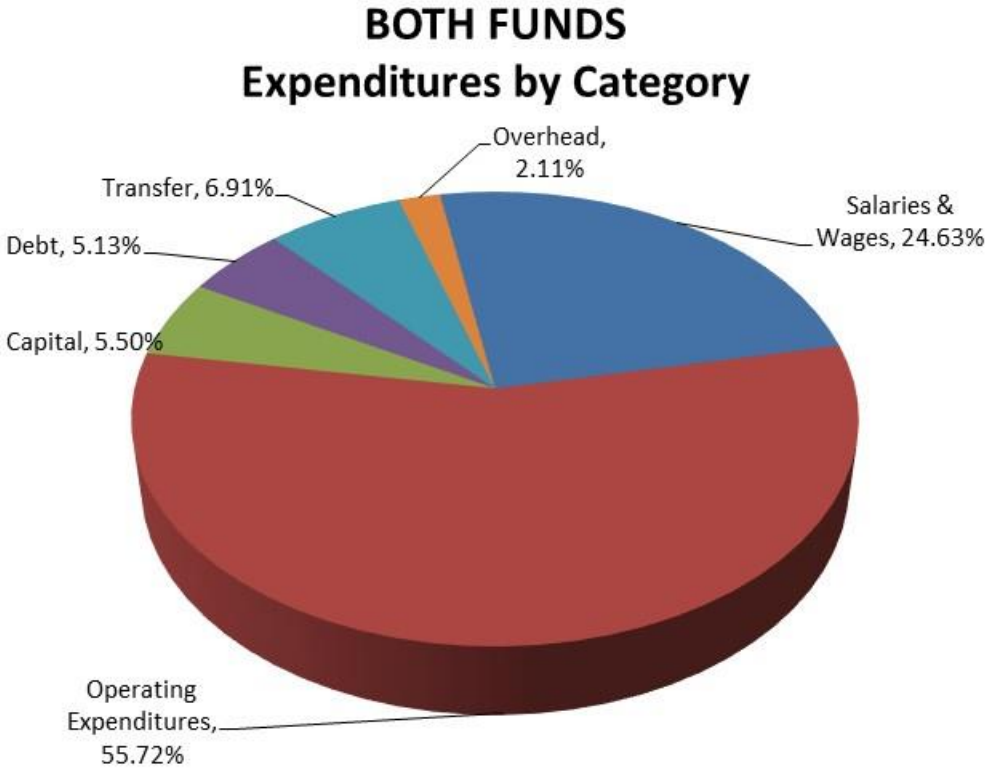
Revenue & Expenditure Summary

FY 19/20

	2016 - 2017 Approved Budget	2017 - 2018 Actual	2017 - 2018 Approved Budget	2018 - 2019 Approved Budget	2019-2020 Requested Budget
General Fund Revenues	$ 6,336,118	$ 7,331,015	$ 6,693,510	$ 6,700,840	$ 6,880,716
General Fund Expenses	$ 6,285,373	$ 6,624,546	$ 6,693,510	$ 6,700,840	$ 6,880,716
Surplus	$ 50,745	$ 706,469	$ 0	$ 0	$ 0
Utility Fund Revenues	$ 22,398,306	$ 22,097,319	$ 23,172,868	$ 23,295,334	$ 23,957,712
Utility Fund Expenses	$ 22,449,050	$ 21,543,338	$ 23,172,868	$ 23,295,334	$ 23,957,712
Surplus	$ (50,745)	$ 553,981	$ 0	$ 0	$ 0
Total Revenues	$ 28,734,424	$ 29,428,334	$ 29,866,378	$ 29,996,174	$ 30,838,428
Total Expenses	$ 28,734,423	$ 28,167,884	$ 29,866,378	$ 29,996,174	$ 30,838,428
Surplus	$ 0	$ 1,260,450	$ 0	$ 0	$ 0

Budget FY 19-20




BOTH FUNDS
Expenditures by Category
Overhead, 2.11%
Transfer, 6.91%
Salaries & Wages, 24.63%
Debt, 5.13%
Capital, 5.50%
Operating Expenditures, 55.72%

Consolidated Financial Summary for Current and Prior Year Budget

General Fund Revenue

	2018-19 Budget	2019-2020 Budget	% Diff.
Taxes	$ 902,609	$ 926,415	2.64%
Fees	530,000	575,000	8.49%
Licenses & Inspections	896,000	926,000	3.35%
Intergovernmental	1,013,000	1,072,000	5.82%
Fines & Forfeitures	162,000	162,000	0.00%
Interest Income	20,000	20,000	0.00%
Sales & Services	490,244	503,569	2.72%
CNNGA	475,000	465,000	-2.11%
Other Financing Sources	2,211,987	2,230,732	0.85%
TOTAL GENERAL FUND	$ 6,700,840	$ 6,880,716	2.68%

General Fund Expenses

Expenditures	TOTAL			PERSONNEL			OPERATIONS			CAPITAL			DEBT		
DEPARTMENTS	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.
Mayor & City Council	$ 113,566	$ 108,649	-4.33%	$ 69,016	$ 70,439	2.06%	$ 44,550	$ 38,210	-14.23%	$ -	$ -	0.00%	$ -	$ -	0.00%
City Administration	587,692	583,615	-0.69%	262,885	269,308	2.44%	116,850	166,350	42.36%	-	-	#DIV/0!	207,957	147,957	-28.85%
Economic Development	258,176	248,941	-3.58%	107,926	102,091	-5.41%	150,250	146,850	-2.26%	-	-	0.00%	-	-	0.00%
Municipal Court	169,451	170,457	0.59%	80,751	81,757	1.25%	88,700	88,700	0.00%	-	-	0.00%	-	-	0.00%
Legal Services	60,000	60,000	0.00%	-	-	0.00%	60,000	60,000	0.00%	-	-	0.00%	-	-	0.00%
Finance	505,973	501,244	-0.93%	238,841	246,744	3.31%	267,132	254,500	-4.73%	-	-	0.00%	-	-	0.00%
Police	2,306,684	2,247,493	-2.57%	1,835,226	1,893,068	3.15%	331,458	334,425	0.90%	120,000	-	-100.00%	20,000	20,000	0.00%
Fire	966,334	1,150,516	19.06%	675,620	934,672	38.34%	161,174	122,054	-24.27%	30,000	-	-100.00%	99,540	93,790	0.00%
Streets	489,537	631,440	28.99%	208,477	332,235	59.36%	79,800	77,945	-2.32%	160,000	207,000	29.38%	41,260	14,260	-65.44%
Parks/Recreation/Library	911,658	830,252	-8.93%	185,210	90,227	-51.28%	293,448	290,025	-1.17%	433,000	450,000	0.00%	-	-	0.00%
Museum	25,247	25,247	0.00%	15,772	15,772	0.00%	9,475	9,475	0.00%		-	0.00%	-	-	0.00%
Planning & Inspections	265,666	282,013	6.15%	149,966	200,513	33.71%	115,700	81,500	-29.56%	-	-	0.00%	-	-	0.00%
Accommodations	40,850	40,850	0.00%		-	0.00%	40,850	40,850	0.00%	-	-	0.00%	-	-	0.00%
TOTAL	$ 6,700,834	$ 6,880,716	2.68%	$ 3,829,690	$ 4,236,826	10.63%	$ 1,759,387	$ 1,710,884	-2.76%	$ 743,000	$ 657,000	-11.57%	$ 368,757	$ 276,007	-25.15%

Consolidated Financial Summary for Current and Prior Year Budget

Utility Fund Revenue Summary

	2018-19 Budget	2019-2020 Budget	% Diff.
Utility Sales	$ 22,862,635	$ 23,510,012	2.83%
Interdepartmental utility sales	-	-	0.00%
Hookup fees	63,100	63,100	0.00%
Penalties	295,000	295,000	0.00%
Miscellaneous	74,600	89,600	20.11%
Total Operating Revenues	$ 23,295,335	$ 23,957,712	2.84%

Utility Fund Expenses

Expenditures	TOTAL			PERSONNEL			OPERATIONS			CAPITAL			DEBT			TRANSFERS			OVERHEAD		
DEPARTMENTS	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.	2018-19 Budget	2019-2020 Budget	% Diff.
Public Works Administration	$ 1,211,473	$ 1,353,619	11.73%	$ 156,242	$ 194,772	24.66%	$ 261,691	$ 261,691	0.00%	$ 35,000	$ -	-100.00%	$ 758,539	$ 897,155	0.00%	$ -	$ -	0.00%	$ -	$ -	0.00%
Sanitation	337,202	513,226	52.20%	228,941	241,263	5.38%	63,790	132,375	107.52%	-	15,000	100.00%	39,971	113,380	-100.00%	4,500	-	-100.00%	-	11,208	-100.00%
IT Department	503,440	671,555	33.39%	192,240	207,355	7.86%	157,200	260,200	65.52%	150,000	200,000	33.33%	4,000	4,000	0.00%	-	-	0.00%	-	-	0.00%
Utility Billing	696,116	490,924	-29.48%	506,283	306,591	-39.44%	177,000	171,500	-3.11%	10,000	10,000	0.00%	2,833	2,833	0.00%	-	-	0.00%	-	-	0.00%
Electric Distribution	14,673,292	14,772,877	0.68%	572,903	696,149	21.51%	12,021,579	12,023,579	0.02%	238,000	192,000	-19.33%	486,192	505,812	4.04%	872,615	892,882	2.32%	482,002	462,455	-4.06%
Right of Way Maintenance	481,519	561,507	16.61%	324,654	371,141	14.32%	71,250	122,450	71.86%	16,000	-	0.00%	69,615	67,916	0.00%	-	-	0.00%	-	-	0.00%
Sanitary Sewer	1,979,346	2,159,062	9.08%	280,144	310,034	10.67%	1,281,100	1,389,400	8.45%	194,000	240,000	23.71%	6,167	6,167	0.00%	140,389	140,626	0.17%	77,546	72,835	-6.08%
Storm Sewer	11,600	40,600	250.00%	-	-	0.00%	11,600	40,600	250.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
Water Distribution	1,304,916	1,284,507	-1.56%	330,401	325,874	-1.37%	309,500	278,100	-10.15%	243,000	220,000	-9.47%	107,582	156,445	45.42%	202,551	200,330	-1.10%	111,882	103,758	-7.26%
Water Filtration	1,756,326	1,822,856	3.79%	528,065	501,080	-5.11%	692,437	717,787	3.66%	31,000	158,449	411.12%	504,824	445,540	-11.74%	-	-	0.00%	-	-	0.00%
Maintenance	233,686	153,049	-34.51%	118,236	122,269	3.41%	16,450	26,280	59.76%	99,000	4,500	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
Risk Management	106,420	133,931	25.85%	88,745	104,256	17.48%	17,675	29,675	67.89%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
TOTAL	$ 23,295,335	$ 23,957,712	2.84%	$ 3,326,854	$ 3,380,783	1.62%	$ 15,081,272	$ 15,453,637	2.47%	$ 1,016,000	$ 1,039,949	2.36%	$ 1,979,723	$ 2,199,248	11.09%	$ 1,220,055	$ 1,233,838	1.13%	$ 671,430	$ 650,256	-3.15%

Governmental Fund - Fund Balance FY 19/20

FY Ending June 30,

Revenues	Approved Budget 17-18	Actual Rev./Exp. 17-18	Approved Budget 18-19	Requested Budget 19-20
Taxes	$ 821,646	$ 769,802	$ 850,000	$ 873,806
Licenses and Permits	$ 856,000	$ 1,016,095	$ 896,000	$ 926,000
Intergovernmental revenues	$ 915,000	$ 995,920	$ 1,013,000	$ 1,072,000
Fines and forfeitures	$ 162,000	$ 132,920	$ 162,000	$ 162,000
Accomodations tax	$ 175,000	$ 269,890	$ 110,000	$ 150,000
Hospitality tax	$ 400,000	$ 447,125	$ 420,000	$ 425,000
Charges for services	$ 337,353	$ 899,834	$ 490,244	$ 503,569
Contributions	$ 390,218	$ 1,817,450	$ 852,609	$ 842,609
Interest	$ 15,000	$ 62,096	$ 20,000	$ 20,000
Miscellaneous	$ 617,891	$ 294,655	$ 277,609	$ 277,609
Total Revenues	$ 4,690,108	$ 6,705,787	$ 4,813,853	$ 4,974,984

Expenditures	Approved Budget 17-18	Actual Rev./Exp. 17-18	Approved Budget 18-19	Requested Budget 19-20
Current				
General Government	$ 1,521,301	$ 1,363,680	$ 1,519,050	$ 1,570,799
Police & Fire	$ 3,319,775	$ 3,332,547	$ 3,063,484	$ 3,342,219
Streets	$ 208,272	$ 280,703	$ 302,537	$ 424,440
Museum	$ 43,833	$ 18,812	$ 25,247	$ 25,247
Culture and recreation	$ 789,090	$ 452,080	$ 478,658	$ 380,252
Economic Development	$ 332,511	$ 517,305	$ 265,666	$ 282,013
Capital Outlay	$ 236,450	$ 1,408,615	$ 743,000	$ 657,000
Debt Service				
Principal retirement	$ 230,240	$ 154,864	$ 303,197	$ 198,747
Interest	$ 12,038	$ 9,331		
Total Expenditures	$ 6,693,510	$ 7,537,937	$ 6,700,840	$ 6,880,716
Revenues Under Expenditures	$ (2,003,402)	$ (832,150)	$ (1,886,987)	$ (1,905,732)
Other Financing Sources				
Proceeds from capital leases *		$ -		
Issuance of Long term Debt		$ -		
Proceeds from sale of capital assets		$ -		
Operating transfers in				
Overhead allocation transfer	$ 543,714	$ 543,714	$ 671,431	$ 650,257
Contributions transfer	$ 1,459,688	$ 1,259,688	$ 1,215,556	$ 1,255,475
Operating transfers out		$ -		
Total Other Financing Sources and Uses	$ 2,003,402	$ 1,803,402	$ 1,886,987	$ 1,905,732
Net Change in Fund Balance	$ -	$ 971,252	$ 0	$ 0
Fund Balance - Beginning of Year		$ 4,503,623		
Fund Balance - End of Year		$ 5,474,875		

*Not included in Normal Budget Pages

Utility Fund Balance FY 19/20

FY Ending June 30,

Revenues	Approved Budget 17-18	Actual Rev./Exp. 17-18	Approved Budget 18-19	Requested Budget 19-20
Utility Sales	$ 22,480,810	$ 20,762,828	$ 22,882,634	$ 23,545,012
Interdepartmental utility sales	$ -	$ 577,691	$ -	$ -
Hookup fees	$ 43,100	$ 51,641	$ 43,100	$ 43,100
Penalties	$ 295,000	$ 238,956	$ 295,000	$ 295,000
Miscellaneous	$ 353,959	$ 68,792	$ 74,600	$ 74,600
Total Operating Revenues	$ 23,172,868	$ 21,699,908	$ 23,295,334	$ 23,957,712

Expenditures	Approved Budget 17-18	Actual Rev./Exp. 17-18	Approved Budget 18-19	Requested Budget 19-20
Public works administration department	$ 784,679	$ 618,195	$ 1,211,473	$ 1,353,619
Sanitation department	$ 628,950	$ 545,449	$ 337,202	$ 502,018
IT department	$ 380,443	$ 290,469	$ 503,440	$ 671,555
Utility billing department	$ 656,580	$ 642,901	$ 696,116	$ 490,924
Electric distribution department	$ 13,602,956	$ 12,708,492	$ 13,318,675	$ 13,417,540
Right of Way Maintenance	$ 367,543	$ 393,683	$ 481,519	$ 561,507
Sanitary sewer department	$ 1,832,268	$ 1,732,176	$ 1,761,411	$ 1,945,601
Water distribution department	$ 964,243	$ 757,397	$ 990,483	$ 980,419
Water plant department	$ 1,802,395	$ 1,152,522	$ 1,756,326	$ 1,822,856
Storm sewer department	$ 8,600	$ 4,307	$ 11,600	$ 40,600
Maintenance department	$ 135,726	$ 124,979	$ 233,686	$ 153,049
Risk management department	$ 99,006	$ 91,114	$ 106,420	$ 133,931
Depreciation		$ 1,177,000		
Total Operating Expenses	$ 21,263,389	$ 20,238,684	$ 21,408,350	$ 22,073,618
Operating Income	$ 1,909,479	$ 1,461,224	$ 1,886,985	$ 1,884,095
Nonoperating Revenues (Expenses)				
Interest revenue		$ 59,517		
Interest expense		$ (208,990)		
Bond issue cost amortization		$ -		
Total Nonoperating Revenues (Expenses)		$ (149,473)		
Income Before Transfers	$ 1,909,479	$ 1,311,751	$ 1,886,985	$ 1,884,095
Capital Contributions-federal grants/state funds		$ 207,853		
Transfers to Other Funds	$ (1,909,480)	$ (1,372,188)	(1,886,985)	1,884,095
Net Income	$ 0	$ 147,416	$ 0	$ 0
Prior Period Adjustment		$ -		
Net Assets - Beginning of Year	$ 10,376,165	$ 10,376,165	$ 10,523,581	$ 10,523,581
Net Assets - End of Year	$ 10,376,165	$ 10,523,581	$ 10,523,581	$ 10,523,581

PERSONNEL AUTHORIZATIONS

SUMMARY

The City of Clinton has had a .4% decrease in full-time equivalent positions since 2000. The employee to citizen ratio is 13.59 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. There are 7 additional employees for the FY 19/20 year.

Personnel Overview - FTE Only

	2014-2015 Approved	2015-2016 Approved	2016-2017 Approved	2017-2018 Approved	2018-2019 Approved	2019-2020 Proposed
Mayor & City Council	0	0	0	0	0	0
City Administration	3	3	3	3	3	3
Economic Development	1	2	2	2	2	2
Municipal Court	1	1	1	1	1	1
Legal Services	0	0	0	0	0	0
Finance	3	3	3	3	3	3
Police	40	42	42	42	42	32
Fire					0	14
Streets	4	3	3	3	4	5
Parks/Recreation/Library/Ceme	2	1	1	1	3	2
Museum	0	0	0	0	0	0
Planning & Inspections	2	2	2	2	2	3
General Fund	**56**	**57**	**57**	**57**	**60**	**65**

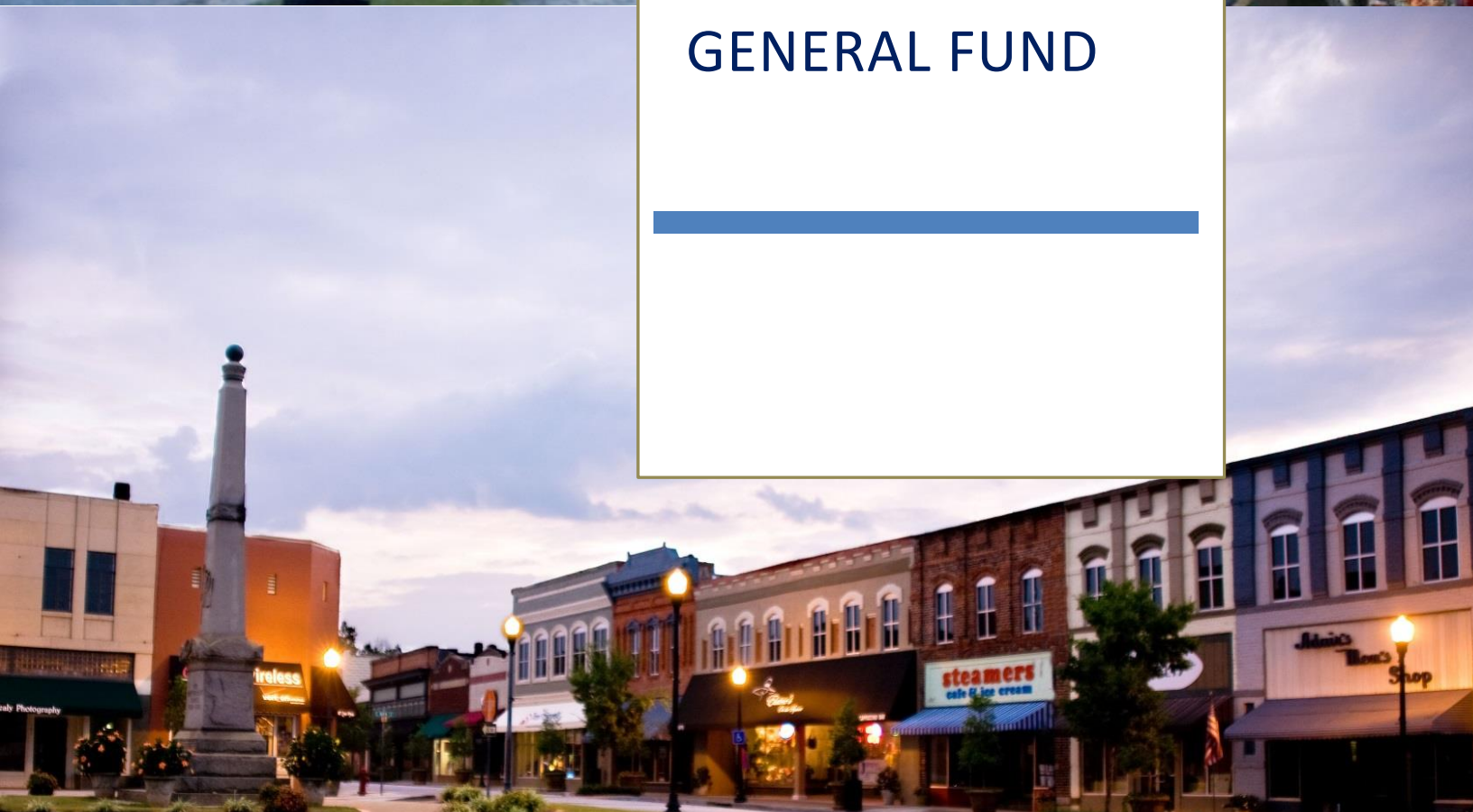
	Approved	Approved	Approved	Proposed	Proposed	Proposed
Public Works Administration	2	2	2	2	2	3
Utility Billing	9	9	9	9	10	7
Sanitation	6	7	7	7	0	5
IT	1	1	2	2	3	3
Electric Distribution	9	8	8	8	8	8
Maintenance / Right of Way	0	4	4	4	5	5
Sanitary Sewer	5	4	4	4	6	5
Storm Sewer	2	0	0	0	0	0
Water Distribution	3	5	5	5	6	6
Water Filtration	7	7	7	7	7	7
Maintenance	1	1	1	1	2	2
Risk Management	1	1	1	1	1	1
Utility Fund	**46**	**49**	**50**	**50**	**50**	**52**
Total Organization	**102**	**106**	**107**	**107**	**110**	**117**

City of Clinton Annual Budget

Fiscal Year 2019-2020

CLINTON South Carolina

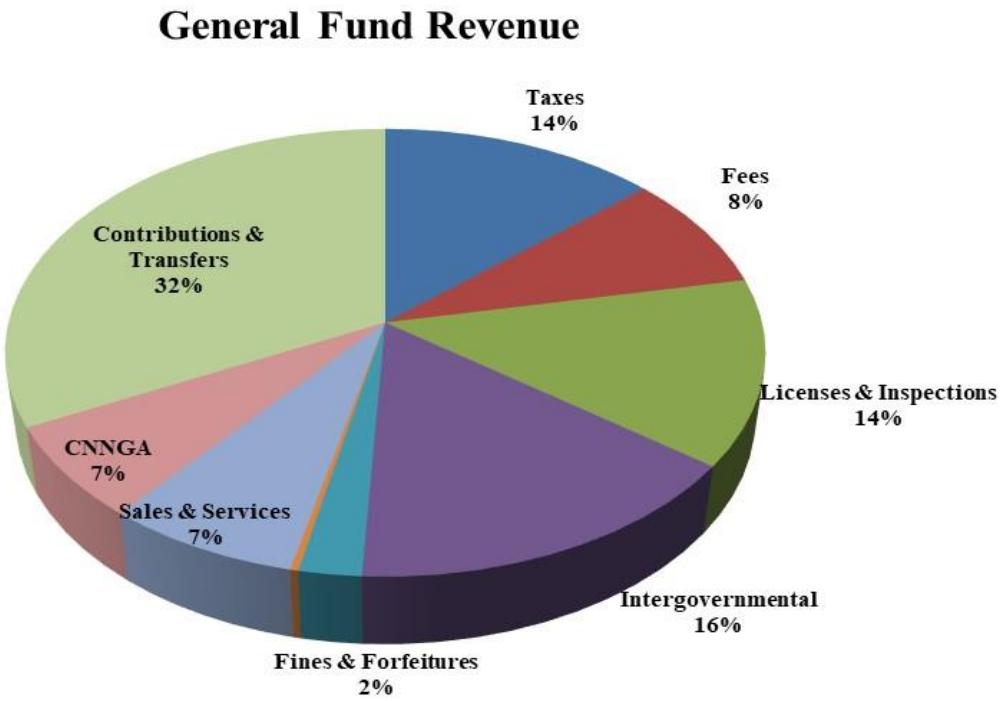
GENERAL FUND



This page intentionally left blank.

GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY



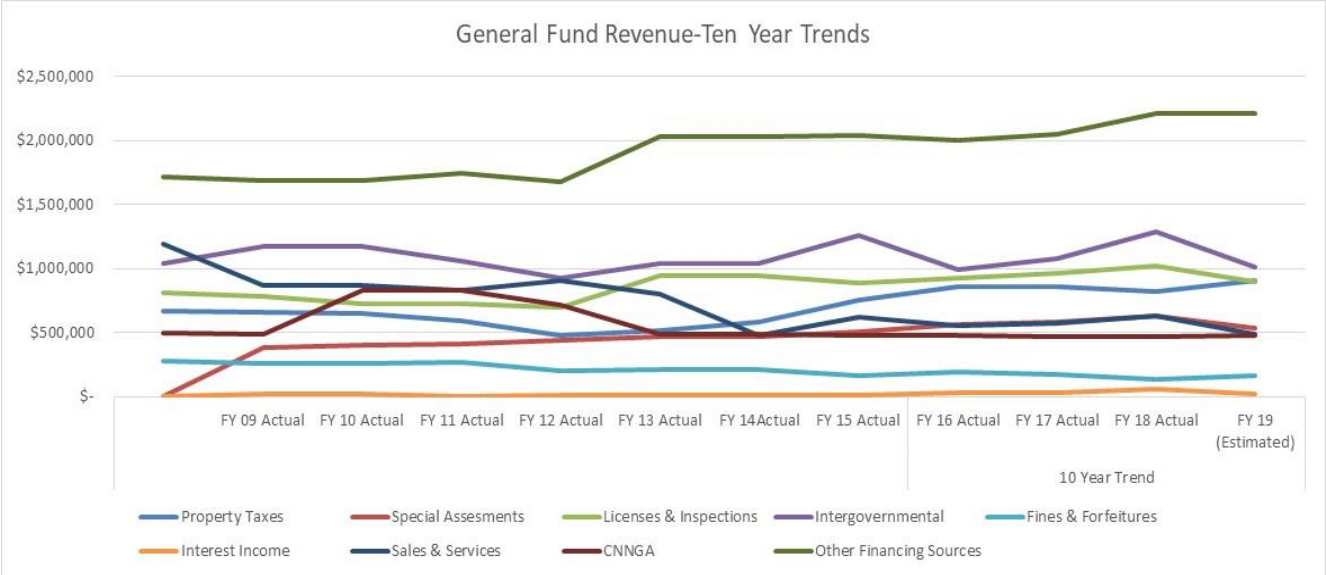
General Fund Revenue	FY 19/20
Taxes	$ 926,415
Fees	$ 575,000
Licenses & Inspections	$ 926,000
Intergovernmental	$ 1,072,000
Fines & Forfeitures	$ 162,000
Interest	$ 20,000
Sales & Services	$ 503,569
CNNGA	$ 465,000
Contributions & Transfers	$ 2,230,732
General Fund Revenue	$ 6,880,716

GENERAL FUND REVENUE DETAIL

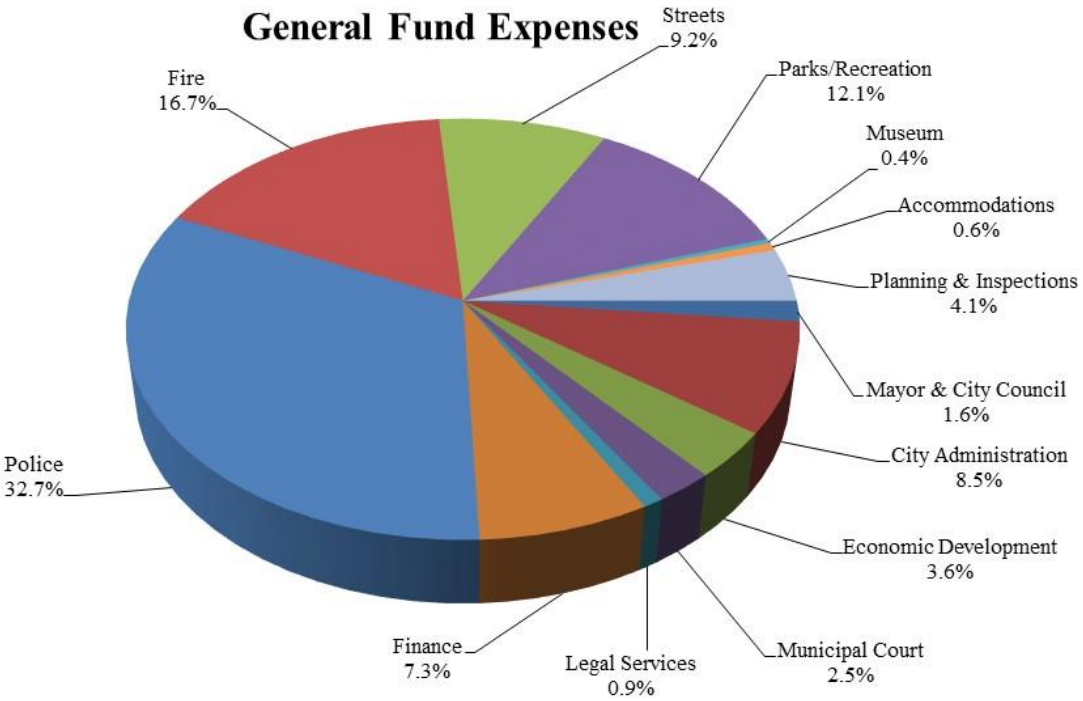
General Fund Revenue							FY 19/20
	2016-2017 Approved Budget	2016-2017 Actual Revenue	2017-2018 Approved Budget	2017-2018 Actual Revenue	2018-2019 Approved Budget	2019-2020 Requested Budget	Difference From Previous Year
Current Property Tax	$ 711,000	$ 690,872	$ 721,037	$ 663,893	$ 740,000	$ 758,000	$ 18,000
Vehicle Tax	$ 70,000	$ 113,024	$ 100,000	$ 105,909	$ 110,000	$ 115,806	$ 5,806
Public Works Fees	$ 50,744	$ 51,740	$ 52,609	$ 52,000	$ 52,609	$ 52,609	$ -
Total Property Taxes	**$ 831,744**	**$ 855,636**	**$ 873,646**	**$ 821,802**	**$ 902,609**	**$ 926,415**	**$ 23,806**
Local Hospitality	$ 400,000	$ 425,339	$ 400,000	$ 447,125	$ 420,000	$ 425,000	$ 5,000
Local Accommodations	$ 100,000	$ 156,363	$ 100,000	$ 185,405	$ 110,000	$ 150,000	$ 40,000
Total Special Assesments	**$ 500,000**	**$ 581,702**	**$ 500,000**	**$ 632,530**	**$ 530,000**	**$ 575,000**	$ 45,000
Business License	$ 725,000	$ 819,804	$ 750,000	$ 830,480	$ 790,000	$ 800,000	$ 10,000
Franchise Fees	$ 76,000	$ 79,199	$ 76,000	$ 78,761	$ 76,000	$ 76,000	$ -
Permits & Inspections	$ 25,000	$ 61,472	$ 30,000	$ 106,854	$ 30,000	$ 50,000	$ 20,000
Total Licenses & Inspections	**$ 826,000**	**$ 960,475**	**$ 856,000**	**$ 1,016,095**	**$ 896,000**	**$ 926,000**	$ 30,000
State Shared Revenue	$ 180,000	$ 192,281	$ 180,000	$ 191,765	$ 190,000	$ 190,000	$ -
LOST	$ 650,000	$ 737,802	$ 675,000	$ 744,156	$ 700,000	$ 700,000	$ -
PMPA Grant	$ 28,000	$ 16,875	$ 28,000	$ 24,035	$ 28,000	$ 28,000	$ -
State Accommodations	$ 68,000	$ 83,676	$ 75,000	$ 84,485	$ 75,000	$ 75,000	$ -
Law Enforcement Grants	$ -	$ 34,382	$ -	$ 1,887	$ -	$ 52,000	$ 52,000
Other Grants-EDC related				$ 236,806			
PARD Grants	$ -	$ 12,074	$ -	$ -	$ 20,000	$ 27,000	$ 7,000
Total Intergovernmental	**$ 926,000**	**$ 1,077,090**	**$ 958,000**	**$ 1,283,134**	**$ 1,013,000**	**$ 1,072,000**	$ 59,000
Fines & Forfeitures	$ 180,000	$ 162,412	$ 150,000	$ 123,316	$ 150,000	$ 150,000	$ -
Fees & Assessments	$ 17,600	$ 14,139	$ 12,000	$ 9,604	$ 12,000	$ 12,000	$ -
Total Fines & Forfeitures	**$ 197,600**	**$ 176,551**	**$ 162,000**	**$ 132,920**	**$ 162,000**	**$ 162,000**	**$ -**
Interest Income	**$ 5,000**	**$ 33,086**	**$ 15,000**	**$ 61,761**	**$ 20,000**	**$ 20,000**	**$ -**
County Fire Contract	$ 279,744	$ 289,278	$ 279,744	$ 293,068	$ 279,744	$ 293,069	$ 13,325
Sale of Cemetery Lots	$ 500	$ 700	$ 500	$ 1,400	$ 500	$ 500	$ -
Sale of Equipment	$ 5,000	$ -	$ 5,000	$ 3,000	$ 40,000	$ 40,000	$ -
CSX ROW Maintenance	$ -		$ -		$ -	$ -	$ -
Rental Income	$ 60,000	$ 52,246	$ 55,000	$ 53,751	$ 55,000	$ 55,000	$ -
Misc	$ 50,000	$ 163,841	$ 50,000	$ 211,423	$ 50,000	$ 50,000	$ -
SRO Program	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ -
Fire Service Fee	$ 50,000	$ 8,145	$ 5,000	$ 6,827	$ 5,000	$ 5,000	$ -
Total Sales & Services	**$ 505,244**	**$ 574,210**	**$ 455,244**	**$ 629,469**	**$ 490,244**	**$ 503,569**	$ 13,325
CNNGA Contributions	$ 475,000	$ 471,966	$ 475,000	$ 463,186	$ 475,000	$ 465,000	$ (10,000)
CNNGA Sponsorship	$ 5,000	$ -	$ 5,000	$ -	$ -	$ -	$ -
CNNGA Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total CNNGA	**$ 480,000**	**$ 471,966**	**$ 480,000**	**$ 463,186**	**$ 475,000**	**$ 465,000**	$ (10,000)
Contributions - Utility	$ 1,523,263	$ 1,511,000	$ 1,459,688	$ 1,459,688	$ 1,215,556	$ 1,255,475	$ 39,919
Contributions - ED	$ 150,000	$ 150,000	$ 150,000	$ 112,500	$ 150,000	$ 150,000	$ -
Overhead Allocation - Sanitation			$ 93,922	$ 93,922	$ -	$ 11,208	$ 11,208
Overhead Allocation PW	$ 386,267	$ 386,267	$ 449,792	$ 449,791	$ 671,431	$ 639,049	$ (32,382)
Museum Reimbursement	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -
CEDC Payment			$ 75,000		$ 75,000	$ 75,000	$ -
Other/LCTC Paving Grant			$ 165,218	$ 91,217	$ 100,000	$ 100,000	$ -
Total Other Financing	**$ 2,064,530**	**$ 2,047,267**	**$ 2,393,620**	**$ 2,207,118**	**$ 2,211,987**	**$ 2,230,732**	$ 18,745
TOTAL GENERAL FUND	**$ 6,336,118**	**$ 6,777,983**	**$ 6,693,510**	**$ 7,248,015**	**$ 6,700,840**	**$ 6,880,716**	$ 179,876

GENERAL FUND REVENUE TRENDS

General Fund Revenue							FY 19/20
	2016-2017 Approved Budget	2016-2017 Actual Revenue	2017-2018 Approved Budget	2017-2018 Actual Revenue	2018-2019 Approved Budget	2019-2020 Requested Budget	Difference From Previous Year
Property Taxes	$ 831,744	$ 855,636	$ 873,646	$ 821,802	$ 902,609	$ 926,415	$ 23,806
Special Assesments	$ 500,000	$ 581,702	$ 500,000	$ 632,530	$ 530,000	$ 575,000	$ 45,000
Licenses & Inspections	$ 826,000	$ 960,475	$ 856,000	$ 1,016,095	$ 896,000	$ 926,000	$ 30,000
Intergovernmental	$ 926,000	$ 1,077,090	$ 958,000	$ 1,283,134	$ 1,013,000	$ 1,072,000	$ 59,000
Fines & Forfeitures	$ 197,600	$ 176,551	$ 162,000	$ 132,920	$ 162,000	$ 162,000	$ -
Interest Income	$ 5,000	$ 33,086	$ 15,000	$ 61,761	$ 20,000	$ 20,000	$ -
Sales & Services	$ 505,244	$ 574,210	$ 455,244	$ 629,469	$ 490,244	$ 503,569	$ 13,325
CNNGA	$ 480,000	$ 471,966	$ 480,000	$ 463,186	$ 475,000	$ 465,000	$ (10,000)
Other Financing Sources	$ 2,064,530	$ 2,047,267	$ 2,393,620	$ 2,207,118	$ 2,211,987	$ 2,230,732	$ 18,745
TOTAL GENERAL FUND	$ 6,336,118	$ 6,777,983	$ 6,693,510	$ 7,248,015	$ 6,700,840	$ 6,880,716	$ 179,876



GENERAL FUND EXPENDITURE SUMMARY



General Fund Expenses	FY 19/20
Mayor & City Council	$ 108,649
City Administration	$ 583,615
Economic Development	$ 248,941
Municipal Court	$ 170,457
Legal Services	$ 60,000
Finance	$ 501,244
Police	$ 2,247,493
Fire	$ 1,150,516
Streets	$ 631,440
Parks/Recreation	$ 830,252
Museum	$ 25,247
Accommodations	$ 40,850
Planning & Inspections	$ 282,013
Total Expenditures	$ 6,880,716

GENERAL FUND EXPENSES DETAIL

General Fund Expenses 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
Mayor & City Council	$ 97,313	$ 50,950	$ 104,295	$ 107,690	$ 127,625	$ 113,566	$ 108,649	$ (4,917)	-4%
City Administration	922,405	299,761	622,896	580,799	926,921	587,692	583,615	(4,077)	-1%
Economic Development	304,622	147,592	250,146	321,099	332,511	258,176	248,941	(9,235)	-4%
Municipal Court	176,759	64,160	128,780	179,212	169,625	169,451	170,457	1,006	1%
Legal Services	43,039	16,834	33,668	61,000	54,500	60,000	60,000	-	0%
Finance	431,746	217,961	457,526	522,061	515,579	505,973	501,244	(4,730)	-1%
Police	2,351,039	1,083,160	2,315,893	2,212,134	2,194,217	2,306,684	2,247,493	($59,192)	-3%
Fire	1,059,938	432,655	877,652	846,812	924,514	966,334	1,150,516	$184,182	19%
Streets	530,361	146,792	343,476	354,515	328,953	489,537	631,440	141,904	29%
Parks/Recreation/Library/Cem	452,080	246,723	864,535	770,956	789,091	911,658	830,252	(81,406)	-9%
Museum	18,812	-	-	50,033	43,833	25,247	25,247	-	0%
Planning & Inspections	249,628	143,784	246,136	238,211	245,292	265,666	282,013	16,346	6%
Accommodations	12,691	-	70,000	40,850	40,850	40,850	40,850	-	0%
TOTAL	**$ 6,650,434**	**$ 2,850,372**	**$ 6,315,003**	**$ 6,285,373**	**$ 6,693,510**	**$ 6,700,834**	**$ 6,880,716**	**$ 179,882**	3%

GENERAL FUND EXPENSES BY CATEGORY

General Fund Expenses - Category FY 19/20

	Salaries & Wages	Operating Expenditures	Capital	Debt	Total
Mayor & City Council	$ 70,439	$ 38,210	$ -	$ -	$ 108,649
City Administration	$ 269,308	$ 166,350	$ -	$ 147,957	$ 583,615
Economic Development	$ 102,091	$ 146,850	$ -	$ -	$ 248,941
Municipal Court	$ 81,757	$ 88,700	$ -	$ -	$ 170,457
Legal Services	$ -	$ 60,000	$ -	$ -	$ 60,000
Finance	$ 246,744	$ 254,500	$ -	$ -	$ 501,244
Police	$ 1,893,068	$ 334,425	$ -	$ 20,000	$ 2,247,493
Fire	$ 934,672	$ 122,054	$ -	$ 93,790	$ 1,150,516
Streets	$ 332,235	$ 77,945	$ 207,000	$ 14,260	$ 631,440
Parks/Recreation/Library/Cemetery	$ 90,227	$ 290,025	$ 450,000	$ -	$ 830,252
Museum	$ 15,772	$ 9,475	$ -	$ -	$ 25,247
Planning & Inspections	$ 200,513	$ 81,500	$ -	$ -	$ 282,013
Accommodations	$ -	$ 40,850	$ -	$ -	$ 40,850
TOTAL	**$ 4,236,826**	**$ 1,710,884**	**$ 657,000**	**$ 276,007**	**$ 6,880,716**

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 of tax) / ($1,000 assessed value) = .001 = 1 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 109.7 mils. This budget suggests an 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 Milage Rate) – Local Options Sales Tax Credit = Tax Owed*

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

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
Administrative Fee (No Inspection Required)	$10.00
Residential Inspection	$25.00
Commercial / Industrial Inspection	$50.00

Building Permit Fees:

Construction / Renovation Cost Range	Base Fee	Additional Fee Per Thousand	Notes
$100.00 to $1,000.00	$17.25	$0.00	
$1,000.01 to $50,000.00	$17.25	$5.75	
$50,000.01 to $100,000.00	$299.00	$4.60	A
$100,000.01 to $500,000.00	$529.00	$3.45	B
$500,000.01 to Maximum	$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 urism-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
Add $200 for each additional grave after 6.		

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 $39,920, or approximately 3%.

Utility	2012-2013 Adopted	2013-2014 Adopted	2014-2015 Adopted	2015-2016 Adopted	2016-2017 Adopted	2017-2018 Adopted	2018-2019 Adopted	2019-2020 Proposed
Electric	$1,266,285	$1,271,784	$1,271,784	$1,239,521	$1,212,784	$1,079,567	$ 872,615	**$ 892,882**
Water	$ 196,018	$ 168,112	$ 168,112	$ 168,112	$ 168,112	$ 215,966	$ 202,552	**$ 200,330**
Sewer	$ 145,897	$ 142,367	$ 142,367	$ 142,367	$ 142,367	$ 164,155	$ 140,389	**$ 140,623**
Sanitation	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 21,640**
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**

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	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
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

The 2019-2020 Mayor and City Council budget has a $4,917 decrease from the approved 2018-2019 budget due to the reduction of Travel and Morale & Welfare based on trends.

CAPITAL REQUESTS

There are no capital requests in the 2019-2020 Mayor and City Council budget.

DEBT SERVICE

There is no debt service included in the 2019-2020 Mayor and City Council budget.

MAYOR & COUNCIL 220400 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 28,250	15,375	$ 30,750	$ 28,100	$ 28,100	$ 28,100	$ 28,100	$ -	0%
50400 SOCIAL SECURITY	2,884	1,158	2,316	2,150	2,150	2,150	2,150	-	0%
50500 SC RETIREMENT	4,045	2,021	4,042	3,088	3,810	3,768	4,049	281	7%
50700 WORKMENS COMPENSAT	860	389	778	787	791	905	1,040	135	15%
51741 GROUP HEALTH INS.	24,997	8,762	17,524	30,922	30,169	34,088	35,059	971	3%
51750 GROUP LIFE-SC RETIREMI	43	17	34	43	5	5	41	36	720%
TOTAL	**$ 61,079**	**$ 27,722**	**$ 55,444**	**$ 65,090**	**$ 65,025**	**$ 69,016**	**$ 70,439**	**$ 1,423**	**2%**

Operational Expenditure	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
52100 OFFICE SUPPLIES	$ 154	$ 625	$ 1,250	$ 50	$ 50	$ 50	$ 160	$ 110	220%
52125 PRINTING EXPENSE	-	6	12	150	150	-	-	-	0%
52130 POSTAGE	9	57	114	100	100	100	100	-	0%
52720 BLDG & GROUND MAINT.	-	-	-	-	-	-	-	-	0%
53300 ADVERTISING LEGAL NOTICES		170	235	-	-	-	150	150	0%
53623 UTILITIES PURCHASED	1,700	643	1,286	2,000	2,000	2,000	1,300	(700)	-35%
53630 POWER CONSUMED	2,000	14	28	1,800	1,800	2,400	2,000	(400)	-17%
53635 TELEPHONE	4,652	3,004	6,008	3,000	3,000	4,000	4,000	-	0%
54010 ELECTION	-	-	-	-	-	-	-	-	0%
54031 LOCAL ASSISTANCE	10,000	4,000	8,000	10,000	10,000	10,000	10,000	-	0%
54040 MEMBERSHIP DUES	500	-	2,500	2,500	2,500	2,500	2,500	-	0%
54042 TRAVEL	6,743	4,032	8,064	15,000	15,000	12,000	7,000	(5,000)	-42%
54045 MORALE AND WELFARE	3,616	5,917	11,834	4,000	4,000	7,500	6,000	(1,500)	-20%
54050 INCIDENTAL EXPENSE	6,860	4,760	9,520	4,000	24,000	4,000	5,000	1,000	25%
TOTAL	**$ 36,234**	**$ 23,228**	**$ 48,851**	**$ 42,600**	**$ 62,600**	**$ 44,550**	**$ 38,210**	**$ (6,340)**	-14%

Total Expenditures	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
Salaries and Wages	$ 61,079	$ 27,722	$ 55,444	$ 65,090	$ 65,025	$ 69,016	$ 70,439	$ 1,423	2%
Operating Expenditures	36,234	23,228	48,851	42,600	62,600	44,550	38,210	(6,340)	-14%
Capital Outlay Request	-	-	-	-	-	-	-	-	0%
TOTAL	**$ 97,313**	**$ 50,950**	**$ 104,295**	**$ 107,690**	**$ 127,625**	**$ 113,566**	**$ 108,649**	**$ (4,917)**	**-4%**

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	• Completed Water and Sewer Lines on South Broad Street • City Staff continued to work towards completing strategies outlined the Sewer Corrective Action Plan to improve sewer condition. • Completed repairing and replacing the Sunset Drive water line. • City Staff replaced utility poles and installing trip savers to reduce the impact of system blinks. • City staff continued to reclaim Right of Way. • Installed control valve at critical junctions on the water system. • Funded small scale sidewalk repair and street repaving with the assistance of Laurens County Transportation Committee. • Completed Technology Way extension to I-26 Corporate Park.
Grow the Economy	• Enhance the entrance to the City at Exit 54 by additions of Sign and Landscaping. • Started the construction of 60,000 Ft. speculative building road at the I-26 Commerce Park and completed by end of May, 2019. • Supported countywide workforce development efforts through the Laurens County Development Corporation and the Laurens County Chamber of Commerce • Completed a video with the assistance of grants from the private sector.
First Class City	• Continued to host events downtown with the assistance and volunteers from the Clinton Main Street corridor. . • Able to add a new festival with cooperation of Presbyterian College and Greenville Hospital System. • Kept ISO rating to a 2.
Achieve Fiscal Stability	• Continued to set aside funds from the PMPA savings in a separate fund to offset anticipated increased costs in the future. • Continued to implement the MUNIS operating system.
Promote Community Development	• Received Brownsfield grant to help clear blight. • Continued to identify opportunities to improve the police and fire facility on North Broad Street.

PRIMARY GOALS AND OBJECTIVES FOR FY 2020

Primary Objectives	MAKE CLINTON COMPETITIVE: As part of a concerted effort to foster economic growth and success in our community, the city needs to improve its competiveness 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:

- Completing and marketing the 2nd Speculative Building at I26 Commerce Park.
- 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 20, 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 20, 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 20, 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.

- Cooperate with DOT to finish the Broad street rehabilitation and repaving 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.

- Finish 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.
- Continue to Conduct the city wide blight inventory
- Continue replacing gateway and corporate limit signage.
- Replace and/or repair city facilities.
- Removing and burying targeted electric lines to improve appearance and adding lighting along exit 54.

OPERATING SYSTEM: The successful implementation of the MUNIS system has required a significant commitment from several departments and staff. During the previous three fiscal years, the city has implemented the General Ledger, Payroll and Utility Billing portions of the new system. The city will finalize the loose ends of the system during the coming fiscal year.

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.

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 20 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 2020, 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	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
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	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
Salaries and Wages	$ 256,581	$ 109,997	$ 219,994	$ 252,380	$ 285,805	$ 262,885	$ 269,308	$ 6,423
Operating Expenditures	422,803	76,327	176,028	169,850	419,459	176,850	166,350	(10,500)
Debt Service	165,277	80,937	161,874	153,569	221,657	147,957	147,957	-
Capital Outlay Request	77,744	32,500	65,000	5,000	-	-	-	-
TOTAL	**$ 922,405**	**$ 299,761**	**$ 622,896**	**$ 580,799**	**$ 926,921**	**$ 587,692**	**$ 583,615**	**$ (4,077)**

There were no significant changes in the Administration budget. The over budget decreased by $4,077.

DEBT SERVICE

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

- General Obligation Debt 2010– annual payment of $52,020.
- General Obligation Debt 2020 – estimated annual payment of $90,937.

CAPITAL FUNDING

No capital funding is requested in FY 20.

ADMINISTRATION 220410 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 175,598	$ 78,146	$ 156,292	$ 184,729	$ 206,181	$ 192,304	$ 193,585	$ 1,281	0.62%
50110 SALARIES	9,419	3,588	7,176	-	1,000	1,000	2,000	1,000	0.00%
50400 SOCIAL SECURITY	13,198	5,950	11,900	14,132	15,773	14,711	14,809	98	0.62%
50500 SC RETIREMENT	26,329	11,713	23,426	20,302	28,094	25,922	28,184	2,262	8.05%
50700 WORKMENS COMPENSAT	4,162	1,885	3,770	3,000	3,829	3,906	4,431	525	13.71%
51741 GROUP HEALTH INS.	27,737	8,631	17,262	29,941	30,619	24,753	26,009	1,256	4.10%
51750 GROUP LIFE-SC RETIREMI	138	84	168	277	309	288	290	2	0.62%
Total Wages	**$ 256,581**	**$ 109,997**	**$ 219,994**	**$ 252,380**	**$ 285,805**	**$ 262,885**	**$ 269,308**	**$ 6,423**	**2.25%**

Operational Expenditure	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
52100 OFFICE SUPPLIES	$ 3,923	$ 589	$ 1,178	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ -	0%
52120 PRINTER LEASE	9,293	3,455	6,910	10,000	10,000	10,000	10,000	-	0%
52125 PRINTING EXPENSE	1,010	-	-	500	500	500	500	-	0%
52130 POSTAGE	477	220	440	2,000	2,000	2,000	500	(1,500)	-75%
52210 CLEANING SUPPLIES	1,703	770	1,540	-	-	-	1,000	1,000	0%
52220 FUEL OIL LUBRICATION	47	28	56	1,500	1,500	-	-	-	0%
52221 VEHICLE REPAIRS	-	-	-	250	250	-	-	-	0%
52222 VEH TIRE PURCHASE/REP	673	-	-	500	250	-	-	-	0%
52223 VEHICLE MAINTENANCE	41	-	-	250	250	-	-	-	0%
RADIO MAINT	-	-		-	-	-	-	-	0%
52720 BLDG & GROUND MAINT.	745	300	600	-	-	-	-	-	0%
EQUIP MAINT. - SERVICE	12			-	-	-	-	-	0%
53000 PROF SERVICE	98,440	29,558	59,116						
53277 SOFTWARE MAINTENANC	-	26	6,000	-	-	6,000	6,000	-	0%
53225 PUBLIC ACCESS/Internet	9,490	4,330	8,660	9,600	9,600	9,600	9,600	-	0%
53300 ADVERTISING LEGAL NOT	25,776	19,950	30,000	15,000	15,000	30,000	28,000	(2,000)	-7%
53555 BOND INSURANCE	-	-	-	250	250	250	250	-	0%
53623 UTILITIES PURCHASED	4,945	678	1,356	2,500	2,500	2,500	2,500	-	0%
53630 POWER CONSUMED	18,034	807	1,614	10,000	10,000	10,000	2,000	(8,000)	-80%
53635 TELEPHONE	5,765	3,029	6,058	4,000	4,000	4,000	6,000	2,000	50%
53782 State Accom Taxes	-								0%
54015 ANNEXATIONS	-	-	-	500	-	-	-	-	0%
CULTURAL	-	-	-					-	0%
ED EXPENSES	-	-						-	0%
54043 Car Allowance	2,500	3,000				6,000	6,000		
54040 MEMBERSHIP DUES	6,654	379	4,000	5,000	4,000	6,000	6,000	-	0%
54041 PROFESSIONAL DEVELOI	920	520	5,000	6,000	5,000	6,000	4,000	(2,000)	-33%
54042 TRAVEL	8,506	1,107	7,500	10,000	7,500	7,500	7,500	-	0%
54046 SPECIAL EVENTS	11,287	1,160	6,000	4,000	4,000	6,000	6,000	-	0%
54050 INCIDENTAL EXPENSE	10,062	421	18,000	10,000	7,500	7,500	7,500	-	0%
54069 LAURENS COUNTY DEV C	-	-	-	-	-	-	-	-	0%
55069 WEBSITE GRANT	-	-	-	1,000	1,000	1,000	1,000	-	0%
SANITATION FUND TRAN	200,000	1,000	2,000	-	262,359	-	-	-	0%
56055 GENERAL OBLIG BOARD	-	-							
57071 LOCAL HOSP TAX TRANSI	-	-	-	-	-	-	-	-	0%
57072 LOCAL A-TAX TRANSFER	-	-	-	-	-	-	-	-	0%
55073 GRANT EXPENSES	-	-	-	-	-	-	-	-	0%
57250 DEPRECIATION FUN									
TOTAL	**$ 420,303**	**$ 71,327**	**$ 166,028**	**$ 94,850**	**$ 349,459**	**$ 116,850**	**$ 106,350**	**(10,500)**	-9%

Capital Expenditure	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
55023 CAPITAL OUTLAY	-	-	-					$ -	0%
55044 CAPOUT FAC	12,744	-	-	5,000	-	-	-	-	0%
56030 PURCHASE LAND-VANCE	113,838	55,023	110,046	96,741	165,218	-	-	-	0%
56055 GENERAL OBLIG BOND 20	51,439	25,914	51,828	51,828	51,439	52,020	52,020	-	0%
GENERAL OBLIG BOND 19-20						90,937	90,937		
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	5,000	-	0%
57255 INS RESERVE	2,500	5,000	10,000	15,000	10,000	-	-	-	0%
TOTAL	**$ 245,521**	**$ 118,437**	**$ 236,874**	**$ 233,569**	**$ 291,657**	**$ 207,957**	**$ 207,957**	$ -	0%

Total Expenditures	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
Salaries and Wages	$ 256,581	$ 109,997	$ 219,994	$ 252,380	$ 285,805	$ 262,885	$ 269,308	$ 6,423	2%
Operating Expenditures	422,803	76,327	176,028	169,850	419,459	176,850	166,350	(10,500)	-6%
Debt Service	165,277	80,937	161,874	153,569	221,657	147,957	147,957	-	0%
Capital Outlay Request	77,744	32,500	65,000	5,000	-	-	-	-	100%
TOTAL	**$ 922,405**	**$ 299,761**	**$ 622,896**	**$ 580,799**	**$ 926,921**	**$ 587,692**	**$ 583,615**	**$ (4,077)**	-1%

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	• Completed the landscaping of the exit 54. • Completed the signage at I-26 exit 54. • Completed Technology Way extension.
Grow the Economy	• Started the construction of 60,000 Ft. speculative building road at the I-26 Commerce Park and completed by end of May, 2019. • Completed a marketing video on Clinton Park Corporate Center III & Clinton 26 Corporate Park. • Updated Master plan on Clinton Park Corporate center III.
First Class City	• Continued Rhythm on the Rails as a signature Spring Festival with the addition of a SBN sanctioned BBQ contest. • Hosted special events of various sizes with the assistance and volunteers from the Clinton Main Street Corridor. • Added another Main Street event with the cooperation of Presbyterian College and the Greenville Hospital System.

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Incorporate 300 Acre Whiten Center property into the I26 Commerce Park. • Start the process for the third Speculative Building.
Grow the Economy	• Actively market the 60,000 sf speculative Building in the I-26 Commerce Park. • Start process of Recreation Complex. • Complete a quality of Life Video for the City. • Seek and work with developers on Industrial Supply, DE Tribble and gas station.
First Class City	• Expand Rhythm on the Rails programs. • Host more special events of various sizes to attract more individuals to downtown. • Engage volunteers and main street businesses in planning and organizing events.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	0	0	0	2	2	1	1	0
Part - Time	0	0	0	1	1	1	1	0
Total	0	0	0	3	3	2	2	0

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 159,693	$ 57,947	$ 110,788	$ 162,449	$ 162,211	$ 107,926	$ 102,091	$ (5,835)
Operating Expenditures	144,929	89,645	139,358	158,650	170,300	150,250	146,850	(3,400)
Capital Outlay Request	-	-	-	-	-	-	-	-
TOTAL BUDGET	**$ 304,622**	**$ 147,592**	**$ 250,146**	**$ 321,099**	**$ 332,511**	**$ 258,176**	**$ 248,941**	**$ (9,235)**

The Community and Economic Development Department budget decreased by $9,236 as compared to the previous year. 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 19/20

Salaries & Wages	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
50100 SALARIES	$ 120,654	39,988	$ 79,976	$ 123,592	$ 120,654	$ 68,910	$ 70,288	$ 1,378	2%
50110 OVERTIME SALARIES	$ 2,573	2,351	$ 3,050			$ 3,000	$ 3,000		
50400 SOCIAL SECURITY	6,994	3,080	6,118	9,455	9,230	5,272	5,377	105	2%
50500 SC RETIREMENT	12,896	6,069	8,725	13,583	16,361	9,241	10,129	888	10%
50700 WORKMENS COMPENSATION	4,360	1,975	3,950	1,500	4,000	1,061	1,192	131	12%
51741 GROUP HEALTH INS.	12,027	4,429	8,858	14,134	11,785	20,339	12,000	(8,339)	-41%
51750 GROUP LIFE-SC RETIREMENT	189	55	110	185	181	103	105	2	2%
								-	0%
TOTAL	**$ 159,693**	**$ 57,947**	**$ 110,788**	**$ 162,449**	**$ 162,211**	**$ 107,926**	**$ 102,091**	**$ (5,835)**	-5%

Operational Expenditure	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
52100 OFFICE SUPPLIES	199	449	400	500	400	400	500	100	25.00%
52120 PRINTER LEASE	-	-	150	150	150	-	-	-	#DIV/0!
PRINTING EXPENSE	67	-	250	250	250	250	100	(150)	-60.00%
52130 POSTAGE	153	120	240	750	700	700	250	(450)	-64.29%
52220 FUEL OIL LUBRICATION	237	208	832	-	-	100	300	200	0.00%
53030 Professional Services	3,960	-	-				-		
53277 SOFTWARE MAINT	3,600	-	-	8,000	7,000	7,000	3,600	(3,400)	-48.57%
53300 ADVERTISING LEGAL NOTICES	5,821	2,312	4,624	1,000	1,500	1,500	3,000	1,500	100.00%
ED ADVERTISING	6,688	5,400	10,800	10,000	10,000	10,000	10,000		
ENGINEERING / CONSULTING	4,950		-	20,000	20,000	15,000	12,500	(2,500)	
53623 UTILITIES PURCHASED	-	-	-	500	500	500	-	(500)	-100.00%
53635 TELEPHONE	2,386	217	434	2,200	1,500	1,500	1,250	(250)	-16.67%
54028 ECON. DEV. EXPENSE	98	58	116				100		
54029 ECON DEV CORP	-	-	-	-	-	-	-	-	0.00%
54032 MAIN STREET CLINTON	44,182	20,978	50,000	50,000	50,000	50,000	50,000	-	0.00%
54040 MEMBERSHIP DUES	1,376	200	400	1,800	1,800	1,800	1,250	(550)	-30.56%
54041 EMPLOYEE TRAINING	1,318	990	2,000	2,000	2,000	2,000	2,000	-	0.00%
54042 TRAVEL	3,442	1,469	5,000	10,000	10,000	8,000	8,000	-	0.00%
54046 SPECIAL EVENTS	57,885	51,678	50,000	50,000	50,000	50,000	50,000	-	0.00%
54050 INCIDENTAL EXPENSE	1,840	4,076	8,152	1,500	1,500	1,500	2,000	500	33.33%
54069 LAURENS COUNTY DEV CORP	-	-	-	-	-	-	-	-	0.00%
54090 INDUSTRIAL PARK PROGRAM	6,727	1,490	5,960	-	13,000	-	2,000	2,000	0.00%
TOTAL	**$ 144,929**	**$ 89,645**	**$ 139,358**	**$ 158,650**	**$ 170,300**	**$ 150,250**	**$ 146,850**	**$ (3,500)**	-2%

Capital Expenditure	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
55024 Capital - Equipment	-	-	-	-	-	-	-	-	0.00%
55044 Capital - Facility	-	-	-	-	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	-

Total Expenditures	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
Salaries and Wages	$ 159,693	$ 57,947	$ 110,788	$ 162,449	$ 162,211	$ 107,926	$ 102,091	$ (5,835)	-4%
Operating Expenditures	144,929	89,645	139,358	158,650	170,300	150,250	146,850	(3,400)	-2%
Capital Outlay Request	-	-	-	-	-	-	-	-	0%
TOTAL BUDGET	**$ 304,622**	**$ 147,592**	**$ 250,146**	**$ 321,099**	**$ 332,511**	**$ 258,176**	**$ 248,941**	**$ (9,235)**	-3%

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	• 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.
Fiscal Stability	• 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.
First Class City	• All magistrates and staff completed state required training • Managed the court in a fair, equitable, and efficient manner.

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 Prosse	219	502	532	250	83
Bond Forfeiture	186	128	146	150	117
Total Cases	1907	1826	1883	1600	1551

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Complete plan for courtroom office and room remodeling.
First Class City	• All magistrates and staff will complete state required training • Manage the court in a fair, equitable, and efficient manner.

PERSONNEL ANALYSIS

Personnel	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
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	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
Salaries and Wages	$ 74,318	$ 37,785	$ 75,570	$ 76,612	$ 79,525	$ 80,751	$ 81,757	$ 1,006	1%
Operational	102,441	26,375	53,210	102,600	90,100	88,700	88,700	-	0%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 176,759**	**$ 64,160**	**$ 128,780**	**$ 179,212**	**$ 169,625**	**$ 169,451**	**$ 170,457**	**$ 1,006**	1%

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 19/20

Salaries & Wages	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
50100 SALARIES	$ 29,476	$ 15,561	$ 31,122	$ 29,413	$ 30,306	$ 30,700	$ 31,314	$ 614	2%
50101 SALARIES- CONTRACT	32,000	16,000	32,000	32,000	32,000	32,000	32,000	-	0%
50400 SOCIAL SECURITY	2,222	1,174	2,348	2,250	2,318	2,349	2,396	47	2%
50500 SC RETIREMENT	3,939	2,210	4,420	6,749	8,449	8,408	8,490	82	1%
50700 WORKMENS COMPENSAT	119	54	108	361	350	1,030	1,157	127	12%
51741 GROUP HEALTH INS.	6,478	2,766	5,532	5,795	6,008	6,170	6,305	135	2%
51750 GROUP LIFE-SC RETIREMI	84	20	40	44	93	94	95	1	1%
Total	**$ 74,318**	**$ 37,785**	**$ 75,570**	**$ 76,612**	**$ 79,525**	**$ 80,751**	**$ 81,757**	**$ 1,006**	1%

Operational Expenditure	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
52100 OFFICE SUPPLIES	280	82	164	500	500	500	500	-	0%
52110 OFFICE EQUIP-MAINTNEN	-						-		
52120 PRINTER LEASE	189	188	376	700	600	400	400	-	0%
52125 PRINTING EXPENSE	-	-	-	750	600	-	-	-	0%
52130 POSTAGE	820	351	702	150	750	1,000	1,000	-	0%
52210 CLEANING SUPPLIES	-	-	-	100	100	-	-	-	0%
52720 BLDG & GROUND MAINT.	407	-	-	300	300	-	-	-	0%
53260 UNIFORMS	30	-	-	300	150	-	-	-	0%
53300 ADVERTISING LEGAL NOT	-	-	-	200	200	-	-	-	0%
UTILITIES PURCHASED	-	-	-					-	0%
53630 POWER CONSUMED	3,206	1,033	2,066	4,000	3,500	3,500	3,500	-	0%
53635 TELEPHONE	645	-	-	1,000	800	700	700	-	0%
54040 MEMBERSHIP DUES	235	150	500	500	500	500	500	-	0%
54041 EMPLOYEE TRAINING	1,383	570	1,400	1,400	1,400	1,400	1,400	-	0%
54042 TRAVEL	1,951	1,454	2,908	3,000	3,000	3,000	3,000	-	0%
54050 INCIDENTAL EXPENSE	884	79	158	200	200	200	200	-	0%
54101 STATE FINE TRANSFER	77,101	18,352	36,704	70,000	60,000	60,000	60,000	-	0%
54110 POLICE FINES- REFUNDS	3,562	2,103	4,206	6,000	4,000	4,000	4,000	-	0%
54111 JURY DUTY FEES	570	100	200	1,500	1,500	1,500	1,500	-	0%
54112 VICTIM'S RIGHTS	11,178	1,913	3,826	12,000	12,000	12,000	12,000	-	0%
Total	**$ 102,441**	**$ 26,375**	**$ 53,210**	**$ 102,600**	**$ 90,100**	**$ 88,700**	**$ 88,700**	**$ -**	0%

Capital Expenditure	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
55044 CAPITAL FACILITIES	-	-	-	-	-	-	-	-	0%
Total	**$ -**	**$ -**	**$ -**		**$ -**	**$ -**	**$ -**	$ -	0%

Total Expenditures	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
Salaries and Wages	$ 74,318	$ 37,785	$ 75,570	$ 76,612	$ 79,525	$ 80,751	$ 81,757	$ 1,006	1%
Operational	102,441	26,375	53,210	102,600	90,100	88,700	88,700	-	0%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 176,759**	**$ 64,160**	**$ 128,780**	**$ 179,212**	**$ 169,625**	**$ 169,451**	**$ 170,457**	**$ 1,006**	1%

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 19/20

Operational Expenditure	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
53000 PROF SERVICE	$ 10,022	$ -	$ -	$ 25,000	$ 18,500	$ 20,000	$ 20,000	$ -	0%
53020 LEGAL SERVICES	33,017	16,834	33,668	35,000	35,000	40,000	40,000	-	0%
54040 MEMBERSHIP DUES	-	-	-	100	100	-	-	-	0%
54042 TRAVEL	-	-	-	900	900	-	-	-	0%
TOTAL LEGAL	**$ 43,039**	**$ 16,834**	**$ 33,668**	**$ 61,000**	**$ 54,500**	**$ 60,000**	**$ 60,000**	**$ -**	0%

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.

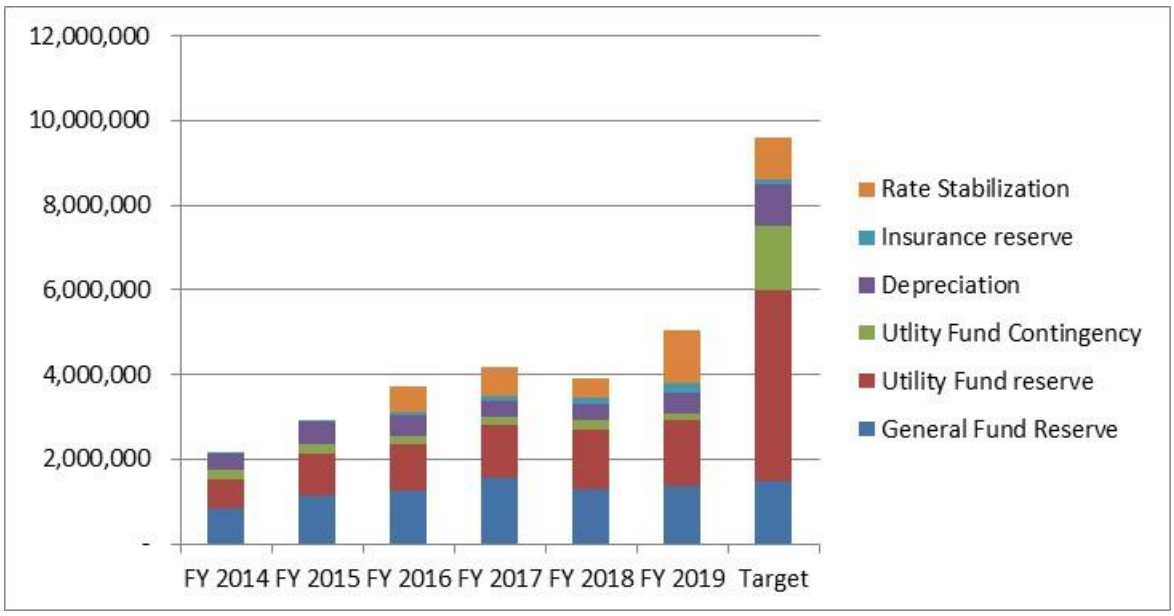
ACHIEVEMENTS

Fiscal Stability	• 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. • 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. • Utilized LOST funds to provide capital improvement funds for the Department of Public Safety.

PERFORMANCE MEASURES

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Fiscal Stability	• Continue to annually grow the following funds: Depreciation, Utility Fund Reserve, General Fund Reserve, Insurance Reserve, and Utility Contingency. • Complete the LOST (Local Option Sales Tax) adjustment analysis and renew LOST adjustment for an additional twelve (12) month period. • Continue to grow rate stabilization. • Renew the Public Works Fee for collection through County/City Tax bills.
Exceptional Infrastructure	• Complete and finalize the implementation of theTyler Munis Software system

PERSONNEL ANALYSIS

Personnel	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
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	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
Salaries and Wages	$ 245,212	$ 124,242	$ 248,484	$ 232,398	$ 238,779	$ 238,841	$ 246,744	7,902	3%
Operational	186,534	93,719	209,042	279,663	276,800	267,132	254,500	(12,632)	-5%
Capital	-	-	-	10,000	-	-	-	-	0%
Total	**$ 431,746**	**$ 217,961**	**$ 457,526**	**$ 522,061**	**$ 515,579**	**$ 505,973**	**$ 501,244**	**$ (4,730)**	-1%

CAPITAL REQUESTS

The Office of Finance & Budget has no capital requests for FY 19/20.

DEBT SERVICE

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

FINANCE 220440 FY 19/20

Salaries & Wages	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
50100 SALARIES	180,058	91,459	182,918	179,174	181,751	181,631	185,279	3,648	2%
50110 Overtime	-	-	-	-	250	250	250		
50400 SOCIAL SECURITY	13,028	6,623	13,246	13,707	13,904	13,895	14,174	279	2%
50500 SC RETIREMENT	26,014	13,114	26,228	19,691	24,645	24,357	26,699	2,342	10%
50700 WORKMENS COMPENSAT	3,180	1,441	2,882	4,600	2,870	2,859	3,222	363	13%
51741 GROUP HEALTH INS.	22,663	11,490	22,980	15,070	15,086	15,577	16,842	1,265	8%
51750 GROUP LIFE-SC RETIREMI	269	115	230	156	273	273	278	5	2%
Total	**$ 245,212**	**$ 124,242**	**$ 248,484**	**$ 232,398**	**$ 238,779**	**$ 238,841**	**$ 246,744**	**$ 7,902**	3%

Operational Expenditure	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
52100 OFFICE SUPPLIES	907	575	1,150	2,000	2,000	1,600	1,600	-	0%
52120 PRINTER LEASE	394	412	824	450	450	450	450	-	0%
52125 PRINTING EXPENSE	3,497	278	556	5,500	5,500	5,500	4,000	(1,500)	-27%
52130 POSTAGE	840	241	482	1,500	1,500	1,100	1,000	(100)	-9%
52210 CLEANING SUPPLIES	-	-	-	50	50	50	50	-	0%
52240 SAFETY MATERIAL	-	-	-	-	-	-	-	-	0%
52720 BLDG & GROUND MAINT.	21,586	7,099	14,198	30,000	30,000	27,000	25,000	(2,000)	-7%
52725 EQUIP MAINT. - SERVICE	-	-	-	1,000	1,000	-	-	-	0%
53000 PROF SERVICE	13,245	5,250	16,000	16,000	16,000	16,000	16,000	-	0%
53025 BANKING SERVICES	546	39	78	500	500	500	500	-	0%
53277 SOFTWARE MAINTENANC	8,693	4,682	10,000	12,000	12,000	10,000	10,000	-	0%
53550 PROPERTY INSURANCE	76,024	42,172	84,344	63,947	67,000	68,000	68,000	-	0%
53623 UTILITIES PURCHASED	1,700	262	524	1,100	1,100	1,300	1,000	(300)	-23%
53630 POWER CONSUMED	3,437	848	1,696	5,000	5,000	4,300	2,000	(2,300)	-53%
53635 TELEPHONE	2,204	363	726	1,600	1,600	1,800	800	(1,000)	-56%
	-					-	-		
53820 POSTAGE MACHINE-RENT	1,148	496	992	1,000	1,000	1,000	1,000	-	0%
54040 MEMBERSHIP DUES	1,406	580	1,160	800	800	800	1,300	500	63%
54041 EMPLOYEE TRAINING	400	50	1,000	1,000	1,000	1,000	1,000	-	0%
54042 TRAVEL	110	1,194	1,500	1,000	1,000	1,000	1,500	500	50%
54050 INCIDENTAL EXPENSE	(14,877)	772	2,000	300	300	300	300	-	0%
	-			-	-	-	-	-	0%
SANITATION SERVICES	-	-	-	20,916	15,000	15,000	15,000	-	0%
54085 GASB 45 CURRENT FUNDI	65,274	28,406	56,812	80,000	80,000	76,432	70,000	(6,432)	-8%
54086 GASB 45 FUTURE FUNDIN	-	-	15,000	34,000	34,000	34,000	34,000	-	0%
Total	**$ 186,534**	**$ 93,719**	**$ 209,042**	**$ 279,663**	**$ 276,800**	**$ 267,132**	**$ 254,500**	**$ (12,632)**	-5%

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIP	-	-	-	10,000	-	-	-	-	0%
55024 CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**	0%

Total Expenditures	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
Salaries and Wages	$ 245,212	$ 124,242	$ 248,484	$ 232,398	$ 238,779	$ 238,841	$ 246,744	7,902	3%
Operational	186,534	93,719	209,042	279,663	276,800	267,132	254,500	(12,632)	-5%
Capital	-	-	-	10,000	-	-	-	-	0%
Total	**$ 431,746**	**$ 217,961**	**$ 457,526**	**$ 522,061**	**$ 515,579**	**$ 505,973**	**$ 501,244**	**$ (4,730)**	-1%

PD: POLICE

DEPARTMENT OF POLICE

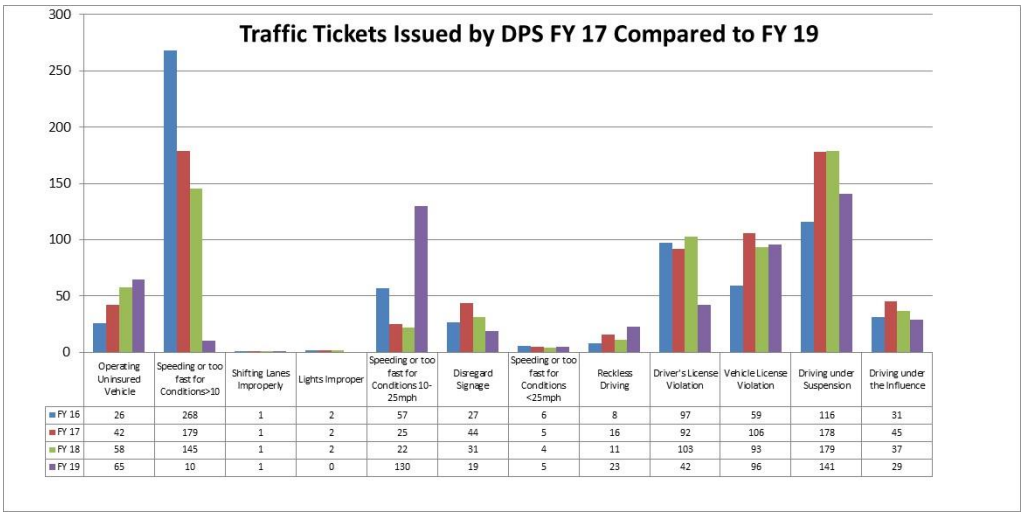
MISSION

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.

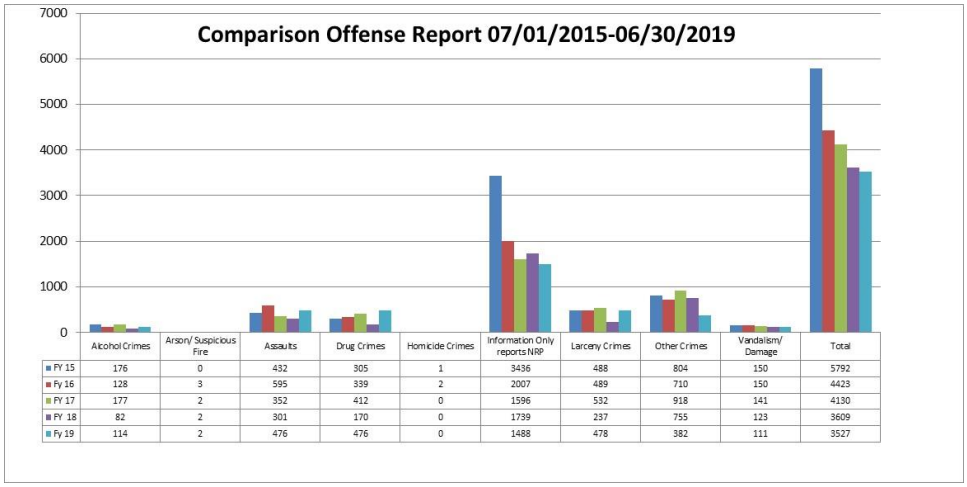
ACHIEVEMENTS

Exceptional Infrastructure	• Continued to improve department training facility by the addition of steel targets, metal storage building and agility course.. • Completed upgrade to department training tower to allow for repelling training. • Replaced several pieces of critical operational equipment including patrol cars (3) through the purchase from the SC department of Administration at a substantial savings.
First Class City	• Enrolled with Lexipol to improve training and policy manuals. • Continued walkthrough of schools and schools safety plan reviews. • Provided outreach programs and safety talks with various groups..

PERFORMANCE MEASURES



	Operating Uninsured Vehicle	Speeding or too fast for Conditions>10	Shifting Lanes Improperly	Lights Improper	Speeding or too fast for Conditions 10-25mph	Disregard Signage	Speeding or too fast for Conditions <25mph	Reckless Driving	Driver's License Violation	Vehicle License Violation	Driving under Suspension	Driving under the Influence
FY 16	26	268	1	2	57	27	6	8	97	59	116	31
FY 17	42	179	1	2	25	44	5	16	92	106	178	45
FY 18	58	145	1	2	22	31	4	11	103	93	179	37
FY 19	65	10	1	0	130	19	5	23	42	96	141	29



	Alcohol Crimes	Arson/ Suspicious Fire	Assaults	Drug Crimes	Homicide Crimes	Information Only reports NRP	Larceny Crimes	Other Crimes	Vandalism/ Damage	Total
FY 15	176	0	432	305	1	3436	488	804	150	5792
Fy 16	128	3	595	339	2	2007	489	710	150	4423
FY 17	177	2	352	412	0	1596	532	918	141	4130
FY 18	82	2	301	170	0	1739	237	755	123	3609
Fy 19	114	2	476	476	0	1488	478	382	111	3527

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• 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.
First Class City	• 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.
Fiscal Stability	• Continue with equipment replacement to achieve a stable and predictable equipment replacement program. • Identify and develop alternative funding sources for department resources and programs.
Promote Community Development	• Continue to enforce crime statutes, provide emergency response, rescue, and fire suppression at the highest achievable levels. • 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

Full - Time	31	31	31	**31**	**31**	**31**	**32**	1
Part - Time	0	0	0	**0**	**0**	**0**	**0**	0
Total	31	31	31	**31**	**31**	**31**	**32**	1

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 1,811,205	$ 917,842	$ 1,835,683	$ 1,692,143	$ 1,684,742	$ 1,835,226	$ 1,893,068	$ 57,841	3%
Operational	365,959	153,760	288,554	319,991	319,475	331,458	334,425	2,967	$0
Capital	153,875	1,559	171,656	180,000	170,000	120,000	-	(120,000)	-71%
Debt	$ 20,000	$ 10,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	-	$ -
Total	**$2,351,039**	**$ 1,083,160**	**$ 2,315,893**	**$ 2,212,134**	**$ 2,194,217**	**$ 2,306,684**	**$ 2,247,493**	**$ (59,192)**	-3%

The 2019-2020 Police Department has a total decrease of $59,192 in expenditures from last year, primarily due to an decrease in capital, although costs have increased the city by the state in regards to the South Carolina Law Enforcement Officers Retirement System.

CAPITAL REQUESTS

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

- $20,000 – Depreciation Funds (Capital Equipment Replacement Fund) payment for the purchase of patrol cars using Depreciation Funds.

POLICE 230450 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 1,253,842	$ 641,359	$ 1,282,719	$ 1,127,110	$ 1,118,549	$ 1,198,265	$ 1,237,848	$ 39,583	3%
50110 OVERTIME SALARIES	24,621	10,692	21,384	35,000	35,000	35,000	35,000	$ -	0%
50400 SOCIAL SECURITY	92,119	46,907	93,813	88,901	88,246	94,345	98,201	$ 3,856	4%
50500 SC RETIREMENT	16,125	9,384	18,768	6,180	15,506	15,334	15,334	$ -	0%
50600 SC POLICE RETIREMENT	158,175	94,388	188,777	155,955	169,666	177,236	195,150	$ 17,914	10%
50700 WORKMENS COMPENSATION	30,381	15,231	30,461	48,500	36,347	78,831	68,221	$ (10,610)	-13%
50800 UNEMPLOYMENT CLAIMS	-	-	-	900	900	900		$ (900)	-100%
50900 PART-TIME FIREFIGHTER PAY	-	-	-	-	-	-	-	$ -	#DIV/0!
51741 GROUP HEALTH INS.	231,612	97,544	195,087	226,530	215,974	230,442	238,507	$ 8,065	3%
51750 GROUP LIFE-SC RETIREMENT	2	0	1	80	80	80	171	$ 91	114%
51760 ACCIDENTAL DEALTH INS	2,109	1,137	2,274	1,493	2,237	2,397	2,318	$ (79)	-3%
51770 GROUP LIFE-SC RETIREMENT	$ 2,220	1,199	2,399	1,493	2,237	2,397	2,318	$ (79)	-3%
Total	**$ 1,811,205**	**$ 917,842**	**$ 1,835,683**	**$ 1,692,143**	**$ 1,684,742**	**$ 1,835,226**	**$ 1,893,068**	**$ 57,841**	3%

Operational Expenditure	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
52100 OFFICE SUPPLIES	2,173	1,896	3,792	1,875	2,400	2,250	2,250	-	0%
52105 MATERIALS/SUPPLIES	3,616	935	1,869	3,000	3,000	3,000	3,000	-	0%
FILM/DEVELOPING	-	-	-	-	-	-		-	0%
52112 AMMUNITION	-	-	7,160	3,500	3,500	3,500	3,500	-	0%
52120 PRINTER LEASE	5,050	3,580	-	6,000	6,000	6,000	5,000	(1,000)	-17%
52125 PRINTING EXPENSE	-	-	417	375	375	375	375	-	0%
52130 POSTAGE	1,340	209	417	563	563	563	450	(113)	-20%
52210 CLEANING SUPPLIES	8,168	2,955	5,910	6,375	6,375	6,375	6,300	(75)	-1%
52220 FUEL OIL LUBRICATION	67,803	32,132	64,264	53,333	51,333	51,333	60,000	8,667	17%
52221 VEHICLE REPAIRS	-	-	-	-	-	(1)	-	1	0%
52222 VEH TIRE PURCHASE/REPAIRS	5,597	422	844	9,333	6,667	6,667	6,000	(667)	-10%
52223 VEHICLE MAINTENANCE	24,849	8,508	17,016	15,973	15,973	15,973	17,000	1,027	6%
52225 RADIO MAINT	15,480	5,591	11,183	18,667	18,667	17,333	20,000	2,667	15%
52230 MEALS FOR PRISONERS	500	500	1,000	3,000	3,000	3,000	3,000	-	0%
52235 TRUSTEE MAINTENANCE	18,808	8,556	17,112	20,000	20,000	20,000	20,000	-	0%
52240 SAFETY MATERIAL	-	122	243	1,125	1,125	1,125	1,000	(125)	-11%
52300 SPECIAL RESPONSE TEAM-DPS	-	-	-	1,500	1,500	1,499	1,500	1	0%
52305 SUPPORT EQUIPMENT	25,683	-	-	16,667	16,667	26,667	27,000	333	1%
52306 SUPPORT EQUIPMENT LOST	-	1,537	3,073	-	-	-			
52400 SMALL TOOLS EQUIPMENT	10,403	453	906	750	750	750	1,000	250	33%
52720 BLDG & GROUND MAINT.	12,947	7,250	14,500	10,000	12,500	12,000	10,000	(2,000)	-17%
52725 EQUIP MAINT. - SERVICE	3,854	2,351	4,703	4,875	4,875	4,875	2,500	(2,375)	-49%
52920 FIRE PREVENTION	-	-	-	-	-	-	-	-	#DIV/0!
53000 PROF SERVICE	-	598	1,196	-	-	-			
53121 RADIO MAINT	-	-	-	-	-	-			
53226 JUVENILE COSTS	2,350	1,500	3,000	1,550	1,550	1,550	3,000	1,450	94%
53231 PRISONER HOUSING	2,555	35	70	3,000	3,000	3,000	3,000	-	0%
53260 UNIFORMS	11,402	1,370	2,741	12,750	13,500	11,250	12,000	750	7%
53275 SLED COMPUTER	8,635	2,665	5,330	8,500	8,500	8,498	8,500	2	0%
53277 Software Maint	5,249	17,267	34,533	7,170	7,170	11,143	20,000	8,857	79%
53300 ADVERTISING LEGAL NOTICES	898	286	572	638	638	638	500	(138)	-22%
53402 EXPLORER PROGRAM	-	-	-	1,500	1,500	1,498	-	(1,498)	-100%
53620 GAS	65	629	1,257	-	-	-	-	-	0%
53623 UTILITIES PURCHASED	7,829	2,718	5,435	5,000	5,000	5,000	-	(5,000)	-100%
53630 POWER CONSUMED	25,806	8,478	16,955	26,000	26,000	26,000	26,000	-	0%
53635 TELEPHONE	3,981	1,670	3,339	7,250	7,250	7,250	4,000	(3,250)	-45%
53900 ANIMAL CONTROL-POUND	30,976	28,726	28,726	25,000	25,000	25,000	28,000	3,000	12%
54040 MEMBERSHIP DUES	1,298	248	495	2,250	2,250	2,250	2,000	(250)	-11%
54041 EMPLOYEE TRAINING	4,248	737	1,475	5,250	5,250	5,250	5,250	-	0%
54042 TRAVEL	2,403	1,067	2,133	1,875	2,250	3,000	3,000	-	0%
54050 INCIDENTAL EXPENSE	22,319	2,897	5,795	6,000	6,000	6,000	6,000	-	0%
54051 MEDICAL EXPENSES	11,306	1,325	-	11,250	11,250	12,750	2,500	(10,250)	-80%
54054 FIRST RESPONDER	520	89	1,441	1,125	1,125	1,125	800	(325)	-29%
54300 911 EXPENSES	17,852	4,463	19,656	16,973	16,973	16,973	20,000	3,027	18%
Total	**365,959**	**153,760**	**288,554**	**319,991**	**319,475**	**331,458**	**334,425**	**2,967**	**1%**

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIPMENT	-	731	90,000	90,000	90,000	-	-	-	0%
55024 CAPITAL-VEHICLES	144,935	-	80,000	80,000	80,000	90,000	-	(90,000)	-100%
55027 CAPITAL-LOST	-	828	1,656					-	0%
55044 CAPITAL OUTLAY-FACILITIES	8,940	-	-	10,000	-	30,000	-	(30,000)	-100%
Total	**153,875**	**1,559**	**171,656**	**180,000**	**170,000**	**120,000**	**-**	**(120,000)**	-100%

Debt Service/ Fund Transfers	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
56070 NOTE PAYMENT-FIRE TRUCK	-	-	-	-	-	-	-	-	0.00%
57250 DEPRECIATION FUND	20,000	10,000	20,000	20,000	20,000	20,000	20,000	-	0.00%
Total Debt	**$ 20,000**	**$ 10,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ -**	0.00%

Total Expenditures	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
Salaries and Wages	$ 1,811,205	$ 917,842	$ 1,835,683	$ 1,692,143	$ 1,684,742	$ 1,835,226	$ 1,893,068	$ 57,841	3%
Operational	365,959	153,760	288,554	319,991	319,475	331,458	334,425	2,967	$0
Capital	153,875	1,559	171,656	180,000	170,000	120,000	-	(120,000)	-71%
Debt	$ 20,000	$ 10,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	-	$ -
Total	**$2,351,039**	**$ 1,083,160**	**$ 2,315,893**	**$ 2,212,134**	**$ 2,194,217**	**$ 2,306,684**	**$ 2,247,493**	**$ (59,192)**	-3%

FD: FIRE

FIRE DEPARTMENT

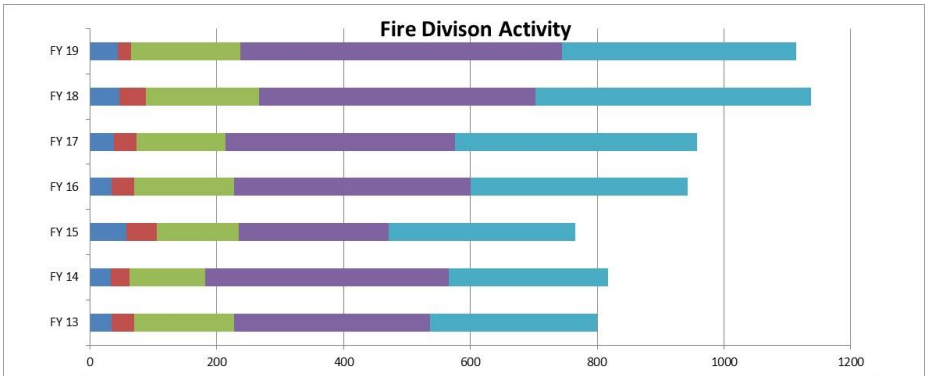
MISSION

The mission of the Fire Department is uality 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	• Continued with equipment replacement to achieve a stable and predictable equipment replacement program by equipment upgrades and sell of surplus. • 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.
First Class City	• Reviewed and revised the fire department mission statement and LOGO. • Five department personnel received training to achieve Firefighter I and II certifications. • Provided 320 smoke alarms through a smoke alarm blitz to continue public outreach to our citizens. • Continued to provide Firefighter training at Clinton High School.

PERFORMANCE MEASURES



	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19
Structural Fires	34	33	57	34	38	46	43
Wildland Fires	36	29	48	36	35	42	22
Vehicle Accidents	157	119	129	157	140	179	172
Medical Calls	309	385	237	373	363	436	507
Other	264	251	294	343	382	434	370

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• 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.
Fiscal Stability	• Continue with equipment replacement to achieve a stable and predictable equipment replacement program. • Plan for the replacement of aging radio and communications systems.
Promote Community Development	• Continue to enforce fire suppression at the highest achievable levels. • Continue to conduct public outreach programs through investment and involvement to cover the entire service area.
First Class City	• 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. • Create and/or update Fire Policies that apply good management, safety, and professionalism in response. • 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.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	11	11	11	**11**	**11**	**11**	**14**	3
Part - Time	8	8	8	**8**	**8**	**8**	**8**	0
Total	19	19	19	**19**	**19**	**19**	**22**	3

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 661,550	$ 333,549	$ 630,099	$ 621,923	$ 668,908	$ 675,620	$ 934,672	$ 259,052	39%
Operational	245,101	67,231	148,013	155,350	156,066	161,174	122,054	(39,120)	$0
Capital	53,819	-	-	-	-	30,000	-	(30,000)	0%
Debt	$ 99,468	$ 31,875	$ 99,540	$ 69,540	$ 99,540	$ 99,540	$ 93,790	(5,750)	$ (0)
Total	**$1,059,938**	**$ 432,655**	**$ 877,652**	**$ 846,812**	**$ 924,514**	**$ 966,334**	**$ 1,150,516**	**$ 184,182**	20%

The 2019-2020 Fire Department has a total increase of $184,182 in expenditures from last year, primarily due to an increase in the number of employees by three, an increase in costs passed on to the city by the state in regards to the South Carolina Law Enforcement Officers Retirement System.

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 19/20

Salaries & Wages	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
50100 SALARIES	$ 405,088	$ 207,209	$ 377,417	$ 377,599	$ 405,088	$ 407,698	$ 574,614	$ 166,916	41%
50110 OVERTIME SALARIES	$ 15,000	6,514	13,028	15,000	15,000	15,000	15,000	$ -	0%
50400 SOCIAL SECURITY	$ 34,967	17,805	35,611	32,864	34,967	35,167	58,958	$ 23,791	68%
50500 SC RETIREMENT	$ -	-	-		-	-	-	$ -	0%
50600 SC POLICE RETIREMENT	$ 68,222	40,711	81,421	50,105	68,222	67,855	99,291	$ 31,436	46%
50700 WORKMENS COMPENSATION	$ 49,653	24,892	49,785	46,250	49,653	50,135	54,475	$ 4,340	9%
50800 UNEMPLOYMENT CLAIMS	$ 900	-	-	900	900	900		$ (900)	-100%
50900 PART-TIME FIREFIGHTER PA'	$ 29,642	11,787	23,574	37,000	37,000	37,000	33,000	$ (4,000)	-11%
51741 GROUP HEALTH INS.	$ 56,377	23,743	47,487	59,138	56,377	60,154	97,432	$ 37,278	62%
51750 GROUP LIFE-SC RETIREMENT	$ 80	14	27	80	80	80	-	$ (80)	-100%
51760 ACCIDENTAL DEALTH INS	$ 810	437	874	1,493	810	815	951	$ 136	17%
51770 GROUP LIFE-SC RETIREMENT	$ 810	438	875	1,493	810	815	951	$ 136	17%
Total	**$ 661,550**	**$ 333,549**	**$ 630,099**	**$ 621,923**	**$ 668,908**	**$ 675,620**	**$ 934,672**	**$ 259,052**	38%

Operational Expenditure	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
52100 OFFICE SUPPLIES	724	632	1,264	625	800	750	750	-	0%
52105 MATERIALS/SUPPLIES	1,205	312	623	1,000	1,000	1,000	1,000	-	0%
FILM/DEVELOPING	-	-	-	-	-	-		-	0%
52112 AMMUNITION	-	-	2,387	-	-	-	-	-	0%
52120 PRINTER LEASE	1,683	1,193	-	2,000	2,000	2,000	1,000	(1,000)	-50%
52125 PRINTING EXPENSE	-	-	139	125	125	125	125	-	0%
52130 POSTAGE	447	70	139	188	188	188	250	63	33%
52210 CLEANING SUPPLIES	2,723	985	1,970	2,125	2,125	2,125	2,125	-	0%
52220 FUEL OIL LUBRICATION	33,901	16,066	32,132	26,667	25,667	25,667	25,667	0	0%
52221 VEHICLE REPAIRS	17	-	-	-	-	-	-	-	0%
52222 VEH TIRE PURCHASE/REPAIR	1,775	3,242	6,484	4,667	3,333	3,333	3,333	(0)	0%
52223 VEHICLE MAINTENANCE	28,114	4,000	8,000	24,027	24,027	24,027	18,293	(5,734)	-24%
52225 RADIO MAINT	7,740	2,796	5,591	9,333	9,333	8,667	6,667	(2,000)	-23%
52230 MEALS FOR PRISONERS	-	-	-	-	-	-	-	-	0%
52235 TRUSTEE MAINTENANCE	-	-	-	-	-	-	-	-	0%
52240 SAFETY MATERIAL	-	41	81	375	375	375	750	375	100%
52300 SPECIAL RESPONSE TEAM-DP	-	-	-	-	-	-	-	-	0%
52305 SUPPORT EQUIPMENT	17,563	3,257	6,514	8,333	8,333	13,333	-	(13,333)	-100%
52306 SUPPORT EQUIPMENT LOST	63,651	768	1,537	-	-	-			
52400 SMALL TOOLS EQUIPMENT	3,468	151	302	250	250	250	250	-	0%
52720 BLDG & GROUND MAINT.	12,947	7,250	14,500	10,000	12,500	12,000	-	(12,000)	-100%
52725 EQUIP MAINT. - SERVICE	1,285	784	1,568	1,625	1,625	1,625	1,200	(425)	-26%
52920 FIRE PREVENTION	4,348	2,077	4,154	4,000	4,000	4,000	2,800	(1,200)	-30%
53000 PROF SERVICE	-	199	399	-	-	-			
53121 RADIO MAINT	-	-	-	-	-	-			
53226 JUVENILE COSTS	-	-	-	-	-	-	-	-	0%
53231 PRISONER HOUSING	-	-	-	-	-	-	-	-	0%
53260 UNIFORMS	3,801	457	914	4,250	4,500	3,750	3,750	-	0%
53275 SLED COMPUTER	-	-	-	-	-	-	-	-	0%
53277 Software Maint	1,750	5,756	11,511	2,390	2,390	3,714	3,811	96	3%
53300 ADVERTISING LEGAL NOTICE	299	95	191	213	213	213	250	38	18%
53402 EXPLORER PROGRAM	-	-	-	-	-	-	-	-	0%
53620 GAS	65	629	1,257	-	-	-	-	-	0%
53623 UTILITIES PURCHASED	7,829	2,718	5,435	5,000	5,000	5,000	5,000	-	0%
53630 POWER CONSUMED	25,806	8,478	16,955	26,000	26,000	26,000	26,000	-	0%
53635 TELEPHONE	3,981	1,670	3,339	7,250	7,250	7,250	4,000	(3,250)	-45%
53900 ANIMAL CONTROL-POUND	-	-	-	-	-	-	-	-	0%
54040 MEMBERSHIP DUES	433	83	165	750	750	750	750	-	0%
54041 EMPLOYEE TRAINING	1,416	246	492	1,750	1,750	1,750	1,750	-	0%
54042 TRAVEL	801	356	711	625	750	1,000	1,000	-	0%
54050 INCIDENTAL EXPENSE	7,440	966	1,932	2,000	2,000	2,000	2,000	-	0%
54051 MEDICAL EXPENSES	3,769	442	14,296	3,750	3,750	4,250	3,500	(750)	-18%
54054 FIRST RESPONDER	173	30	59	375	375	375	375	-	0%
54300 911 EXPENSES	5,951	1,488	2,976	5,658	5,658	5,658	5,658	0	0%
Total	**245,101**	**67,231**	**148,013**	**155,350**	**156,066**	**161,174**	**122,054**	**(39,120)**	-

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIPMEN	-	-	-	-	-	-	-	-	0%
55024 CAPITAL-VEHICLES	-	-	-	-	-	-	-	-	0%
55027 CAPITAL-LOST	53,819	-	-					-	0%
55044 CAPITAL OUTLAY-FACILITIES	-	-	-	-	-	30,000		(30,000)	-100%
Total	**$53,819**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**	**$ -**	$ (30,000)	-100%

Debt Service/ Fund Transfers	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
56070 NOTE PAYMENT-FIRE TRUCK	55,718	-	55,790	55,790	55,790	55,790	55,790	-	0.00%
57250 DEPRECIATION FUND	43,750	31,875	43,750	13,750	43,750	43,750	38,000	(5,750)	-13.14%
Total Debt	**$ 99,468**	**$ 31,875**	**$ 99,540**	**$ 69,540**	**$ 99,540**	**$ 99,540**	**$ 93,790**	**$ (5,750)**	-5.78%

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 19-20 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. • Obtain additional state funds for road maintenance.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	4	4	4	**2**	**2**	**4**	**5.5**	2
Part - Time	0	0	0	**0**	**0**	**0**	**2**	2
Total	4	4	4	**2**	**2**	**4**	**8**	4

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 160,080	$ 103,834	$ 207,668	$ 150,616	$ 130,254	$ 208,477	$ 332,235	$ 123,759	**59%**
Operational	120,173	36,701	78,769	66,600	70,950	79,800	77,945	(1,855)	**-2%**
Debt	57,038	-	57,039	71,299	71,299	41,260	14,260	(27,000)	**-65%**
Capital	193,070	6,257	-	66,000	56,450	160,000	207,000	47,000	**29%**
Total	**$ 530,361**	**$ 146,792**	**$ 343,476**	**$ 354,515**	**$ 328,953**	**$ 489,537**	**$ 631,440**	**$ 141,904**	43%

The 2019 – 2020 Street Department budget has a total increase of $141,904 in departmental expenditures due to changes in personnel and in capital expenditures. Two employees have been added.

CAPITAL REQUESTS

The Street Division budgeted $207,000 for capital expenditures of which $200,000 is designated to perform sidewalk and roadway repair. The remaining funds of $7,000 are for a Mower.

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 19/20

Salaries & Wages	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
50100 SALARIES	$ 88,160	$ 61,450	$ 122,900	$ 94,797	$ 77,205	$ 124,180	$ 204,252	$ 80,072	64%
50110 OVERTIME SALARIES	14,956	11,949	23,898	7,000	7,000	7,000	15,000	8,000	114%
50200 LABOR FOR SPECIAL	21	-	-						
50220 OVERTIME FOR SPECIAL	285	366	732						
50400 SOCIAL SECURITY	7,794	5,560	11,120	7,787	6,442	10,035	16,773	6,738	67%
50500 SC RETIREMENT	15,037	10,525	21,050	11,187	11,418	17,591	31,594	14,003	80%
50700 WORKMEN'S COMPENSAT	3,966	1,792	3,584	10,807	10,000	18,582	18,582	-	0%
50800 UNEMPLOYMENT CLAIMS	-	-	-	50	50	50	50	-	0%
51741 GROUP HEALTH INS.	29,713	12,101	24,202	18,922	18,023	30,852	45,678	14,826	48%
51750 GROUP LIFE-SC RETIREMI	148	91	182	65	116	186	306	120	64%
Total	**$ 160,080**	**$ 103,834**	**$ 207,668**	**$ 150,616**	**$ 130,254**	**$ 208,477**	**$ 332,235**	**$ 123,759**	59%

Operational Expenditure	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
52100 OFFICE SUPPLIES	211	65	130	150	200	200	200	-	0%
52130 POSTAGE	159	76	152	100	100	150	150	-	0%
52190 CHEMICALS	3,269	1,591	3,182	3,000	3,000	3,000	3,000	-	0%
52195 MOSQUITO CONTROL	663	-	1,000	1,000	1,000	1,000	1,000	-	0%
52196 FERTILIZER & GRASS SEE	316	14	500	500	500	500	500	-	0%
52210 CLEANING SUPPLIES	262	-	300	50	100	300	300	-	0%
52220 FUEL OIL LUBRICATION	28,611	9,403	18,806	25,000	25,000	30,000	25,000	(5,000)	-17%
52221 VEHICLE REPAIRS	9,914	3,586	7,172	10,000	10,000	10,000	10,000	-	0%
52222 VEH TIRE PURCHASE/REP.	2,650	542	1,084	1,900	1,900	1,900	1,500	(400)	-21%
52223 VEHICLE MAINTENANCE	2,270	10,105	20,210	3,000	3,000	3,000	3,000	-	0%
52225 RADIO MAINT	1,040	-	-	200	200	200	200	-	0%
52226 EQUIPMENT Repairs	3,355	227	454		1,500	1,500	1,500	-	
52227 EQUIPMENT MAINTENAN(	480	680	1,360		1,500	1,500	1,500	-	
52228 EQUIPMENT TIRES	370		-		500	-	-	-	
52240 SAFETY MATERIAL	1,565	1,077	2,154	1,000	1,000	1,500	1,500	-	0%
52254 SIGN MAINTENANCE	1,640	464	928	1,000	1,500	1,500	1,500	-	0%
52400 SMALL TOOLS EQUIPMEN	2,385	436	872	2,000	2,000	2,000	2,000	-	0%
52720 BLDG & GROUND MAINT.	237	650	1,300	250	500	500	500	-	0%
52726 STREET MAINTENANCE	46,649	3,091	6,182	10,000	10,000	10,000	10,000	-	0%
SAFETY CONSULTANT		1,500	3,000			3,000	3,000	-	
53260 UNIFORMS	2,737	716	1,432	3,000	3,000	3,000	3,000	-	0%
53277 SOFTWARE MAINTENANC	3,595	-	3,595				3,595	3,595	0%
53300 ADVERTISING LEGAL NOT	1,095	-	-	300	300	1,000	1,000	-	0%
53620 GAS	999	312	624	550	550	550	500	(50)	-9%
53630 POWER CONSUMED	1,437	186	372	1,600	1,600	1,600	1,600	-	0%
53635 TELEPHONE	1,691	403	806	1,000	1,000	1,000	1,000	-	0%
54042 TRAVEL	20	-	-	250	250	150	150	-	0%
54050 INCIDENTAL EXPENSE	1,609	1,263	2,526	250	250	250	250	-	0%
54051 MEDICAL EXPENSES	944	314	628	500	500	500	500	-	0%
Total	**$ 120,173**	**$ 36,701**	**$ 78,769**	**$ 66,600**	**$ 70,950**	**$ 79,800**	**$ 77,945**	**$ (1,855)**	-2%

Capital Expenditure	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
55023 Capital - Equipment	$ 23,460	$ 6,257	$ -	$ 6,000	$ 6,450	$ 10,000	$ 7,000	(3,000)	0%
55024 Capital - Vehicles	$ -	$ -	$ -	$ -	$ -	$ -		-	0%
55041 Capital - Paving & Sidewalks	$ 132,411	$ -	$ -	$ 60,000	$ 50,000	$ 150,000	$ 200,000	50,000	33%
55044 Capital - Facilities	$ 37,199	$ -	$ -	$ -	$ -	$ -	$ -	-	0%
Total	**$ 193,070**	**$ 6,257**	**$ -**	**$ 66,000**	**$ 56,450**	**$ 160,000**	**$ 207,000**	**$ 47,000**	**29%**

Debt Service/ Fund Transfers	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
56064 NOTE PMT - street sweeper	57,038	-	57,039	57,039	57,039	-	-	-	0%
56064 Note payment_caterpillar-backhoe						27,000	-	(27,000)	
57250 Depreciation Fund	14,260	7,130	14,260	14,260	14,260	14,260	14,260	-	0%
Total Debt	**$ 57,038**	**$ -**	**$ 57,039**	**$ 71,299**	**$ 71,299**	**$ 41,260**	**$ 14,260**	**$ (27,000)**	**0%**

Total Expenditures	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
Salaries and Wages	$ 160,080	$ 103,834	$ 207,668	$ 150,616	$ 130,254	$ 208,477	$ 332,235	$ 123,759	**59%**
Operational	120,173	36,701	78,769	66,600	70,950	79,800	77,945	(1,855)	**-2%**
Debt	57,038	-	57,039	71,299	71,299	41,260	14,260	(27,000)	**-65%**
Capital	193,070	6,257	-	66,000	56,450	160,000	207,000	47,000	**29%**
Total	**$ 530,361**	**$ 146,792**	**$ 343,476**	**$ 354,515**	**$ 328,953**	**$ 489,537**	**$ 631,440**	**$ 141,904**	43%

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	• Continued to provide quality park maintenance. • Provided maintenance for Rosemont Cemetery. • Repaired and upgraded Pinehaven Street Park equipment. • Obtained a PRT grant for Equipment replacement in Pine Street Park.
First Class City	• Used TD Green Streets awards to replant Pinehaven Street Park in cooperation with School District students.

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, Lydia Center Park, and Recreation Complex.*

PROPOSED FY 19-20 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 park maintenance. • Provide maintenance for Rosemont Cemetery. • Improve park safety and appearance by replacing park signage, identifying safety issues, preparing plans to address them, and completing plans for two parks. • Complete Clean Up of Lydia Village Green. • Mulch all parks and eliminate sand in play areas. • Install borders as needed and replace some equipment in most Parks.
First Class City	• Seek Financial assistance and develop a budget for the Martha Dendy Park.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	3	2	2	**1**	**1**	**3**	**2**	(1)
Part - Time	0	0	0	**4**	**4**	**4**	**0**	(4)
Total	3	2	2	**5**	**5**	**7**	**2**	(5)

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 150,219	$ 87,086	$ 174,172	$ 97,558	$ 93,043	$ 185,210	$ 90,227	$ (94,983)	-102%
Operational	279,590	139,357	271,769	262,898	263,048	293,448	290,025	(3,423)	-1%
Capital	22,271	20,280	418,594	410,500	433,000	433,000	450,000	17,000	
Total	**$ 452,080**	**$ 246,723**	**$ 864,535**	**$ 770,956**	**$ 789,091**	**$ 911,658**	**$ 830,252**	**$ (81,406)**	-10%

The 2019 – 2020 Parks, Recreation, Library and Cemetery budget has a total decrease of $81,406 in expenditures from last year primarily due to decreased funding for the reallocation of employees to Streets.

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.
- $50,000 – 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 & CEMETERY 240471 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 92,233	$ 53,380	$ 106,760	$ 70,805	$ 66,596	$ 123,470	$ 52,022	$ (71,448)	-58%
50110 OVERTIME SALARIES	11,273	8,683	17,366	1,000	1,000	1,000	5,000	4,000	400%
50200 LABOR FOR SPECIAL	-								
50220 OVERTIME FOR SPECIAL	1,379	1,473	2,946				-		
50400 SOCIAL SECURITY	7,982	4,767	9,534	5,493	5,171	9,522	4,362	(5,160)	-54%
50500 SC RETIREMENT	12,890	7,917	15,834	7,891	9,166	16,691	8,217	(8,475)	-51%
50700 WORKMENS COMPENSAT	3,412	1,546	3,092	6,448	5,000	10,540	10,540	-	
UNEMPLOYMENT CLAIMS	-	-	-					-	0%
51741 GROUP HEALTH INS.	20,870	9,225	18,450	5,795	6,008	23,800	10,000	(13,800)	-58%
51750 GROUP LIFE-SC RETIREMI	180	95	190	126	101	187	86	(101)	-54%
Total	**$ 150,219**	**$ 87,086**	**$ 174,172**	**$ 97,558**	**$ 93,043**	**$ 185,210**	**$ 90,227**	$ (94,983)	-51%

Operational Expenditure	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
52100 OFFICE SUPPLIES	13	-	-	25	25	25	25	-	0%
52210 CLEANING SUPPLIES	-	-	-	100	100	-	-	-	#DIV/0!
52220 FUEL OIL LUBRICATION	432	11	22	3,500	3,500	1,500	1,000	(500)	-33%
52221 VEHICLE REPAIRS	-	5	10	1,500	1,500	1,000	1,000	-	0%
52222 VEH TIRE PURCHASE/REP.	383	-	-	500	500	500	500	-	0%
52223 VEHICLE MAINTENANCE	362	210	420	500	500	500	500	-	0%
52225 RADIO MAINT	-							-	0%
52226 EQUIPMENT REPAIRS	2,302	2,827	5,654					-	
52227 EQUIPMENT MAINTENAN	2,557	-	-					-	
52228 EQUIPMENT TIRES	-	-	-					-	
52240 SAFETY MATERIAL	242	311	622	500	500	500	500	-	0%
52400 SMALL TOOLS EQUIPMEN	2,192	548	1,096	1,500	1,500	1,500	1,500	-	0%
52720 BLDG & GROUND MAINT.	1,793	282	564	2,000	2,000	2,000	2,000	-	0%
52727 PARK MAINTENANCE	9,115	8,249	20,000	20,000	20,000	20,000	20,000	-	0%
52930 PARKS	25,397	-	7,497	-	-	-	-	-	0%
52940 UPTOWN BEAUTIFICATIO	5,671	1,833	6,000	6,000	6,000	6,000	6,000	-	0%
SAFETY CONSULTANT						3,000	3,000	-	
53260 UNIFORMS	904	741	1,500	1,500	1,500	1,500	1,500	-	0%
53440 TREES	235	-	-	4,173	4,173	4,173	-	(4,173)	-100%
53620 GAS								-	0%
53630 POWER CONSUMED	17,054	10,192	20,384	12,500	12,500	12,500	12,500	-	0%
53635 TELEPHONE	487	-	-					-	
53722 GILLIAM CENTER	12,746	366	8,000	8,000	8,000	8,000	8,000	-	0%
53740 CLINTON LIBRARY MAINT	17,705	8,782	20,000	20,000	20,000	20,000	20,000	-	0%
53910 YMCA - CITY PROGRAM	180,000	105,000	180,000	180,000	180,000	210,000	210,000	-	0%
54041 TRAINING	-	-	-	450	600	600	1,000	400	
54042 TRAVEL	-			150	150	150	1,000	-	0%
Total	**$ 279,590**	**$ 139,357**	**$ 271,769**	**$ 262,898**	**$ 263,048**	**$ 293,448**	**$ 290,025**	(3,423)	-1%

Capital Expenditure	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
55023 CAP OUTLAY-EQUIP/parks	7,399	-	10,500	**10,500**	**33,000**	**33,000**	**50,000**	17,000	0%
55024 CAP OUTLAY-VEHICLES	-	-	-				-	-	0%
55057 CAP OUTLAY-Grant	9,397	302	8,094	-	-	-	-	-	#DIV/0!
55044 CAP OUTLAY-FACILITY	5,475	19,978	400,000	400,000	400,000	400,000	400,000	-	4000%
Total	**$ 22,271**	**$ 20,280**	**$ 418,594**	**$ 410,500**	**$ 433,000**	**$ 433,000**	**$ 450,000**	$ 17,000	4%

Total Expenditures	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
Salaries and Wages	$ 150,219	$ 87,086	$ 174,172	$ 97,558	$ 93,043	$ 185,210	$ 90,227	$ (94,983)	-102%
Operational	279,590	139,357	271,769	262,898	263,048	293,448	290,025	(3,423)	-1%
Capital	22,271	20,280	418,594	410,500	433,000	433,000	450,000	17,000	
Total	**$ 452,080**	**$ 246,723**	**$ 864,535**	**$ 770,956**	**$ 789,091**	**$ 911,658**	**$ 830,252**	**$ (81,406)**	-10%

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

First Class City	• Restore the museum to operational status.

PERSONNEL ANALYSIS

Personnel	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
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	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
Salaries and Wages	$ -	$ -	$ -	$ 15,458	$ 15,458	$ 15,772	$ 15,772	$ -	0
Operational	18,812	-	-	14,575	18,375	9,475	9,475	-	0
Capital	-	-	-	20,000	10,000	-	-	-	0
Total	$ 18,812	$ -	$ -	$ 50,033	$ 43,833	$ 25,247	$ 25,247	$ -	0

The Museum Budget remained stable.

CAPITAL REQUESTS

The Museum has no capital fund requests for FY 19-20.

DEBT SERVICE

The Museum has no existing debt.

MUSEUM 260476 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ -	$ -	$ -	$ 12,977	$ 12,977	$ 12,977	$ 12,977	$ -	0%
50400 SOCIAL SECURITY	-	-	-	986	986	986	986	-	0%
50500 SC RETIREMENT	-	-	-	1,426	1,426	1,740	1,740		0%
50700 WORKMENS COMPENSAT	-	-	-	50	50	50	50	-	0%
51750 GROUP LIFE-SC RETIREMI	-	-	-	19	19	19	19	-	0%
Total	**$ -**	**$ -**	**$ -**	**$ 15,458**	**$ 15,458**	**$ 15,772**	**$ 15,772**		0%

Operational Expenditure	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
52100 OFFICE SUPPLIES	-	-	-	500	-	-	-	-	0%
52210 CLEANING SUPPLIES	-	-	-	150	150	150	150	-	0%
52720 BLDG & GROUND MAINT.	5,213	80	160	5,000	10,000	5,000	5,000	-	0%
53260 UNIFORMS	-	-	-	100	100	-	-	-	#DIV/0!
53620 GAS	627	40	80	900	900	300	300	-	0%
JANITORIAL SERVICES				1,200	-	-	-		
53624 ALARM SYSTEMS	341	140	280	500	500	500	500	-	0%
53630 POWER CONSUMED	1,905	105	210	5,000	5,000	1,800	1,800	-	0%
53635 TELEPHONE	486	-	-	225	225	225	225	-	0%
53950 CULTURAL MUSEUM	10,240	-	-						
54040 MEMBERSHIP DUES	-			500	500	500	500		
54041 EMPLOYEE TRAINING	-	-	-	500	500	500	500	-	0%
54042 TRAVEL	-	-	-	500	500	500	500	-	0%
Total	**$ 18,812**	**$ 365**	**$ 730**	**$ 14,575**	**$ 18,375**	**$ 9,475**	**$ 9,475**	$ -	$ -

Capital Expenditure	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
55044 Capital-Facilities	-	-	-	20,000	10,000	-	-	-	#DIV/0!
Total	**$ -**	**$ -**	**$ -**	**$ 20,000**	**$ 10,000**	**$ -**	**$ -**	$ -	#DIV/0!

Total Expenditures	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
Salaries and Wages	$ -	$ -	$ -	$ 15,458	$ 15,458	$ 15,772	$ 15,772	$ -	0%
Operational	18,812	-	-	14,575	18,375	9,475	9,475	-	0%
Capital	-	-	-	20,000	10,000	-	-	-	0%
Total	$ 18,812	$ -	$ -	$ 50,033	$ 43,833	$ 25,247	$ 25,247	$ -	0%

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	• Worked closely with developers to implement the rehabilitation of many dilapidated, vacant, or abandoned buildings in the downtown business district • Developed a new comprehensive plan. • Worked with Muni-Code to recodify current city code.
Promote Community Development	• Continued to pursue the demolition of dilapidated properties and demolished 19 properties during FY 18. • Developed a Demolition Payment Plan.

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Promote Community Development	• Continue to pursue the demolition of dilapidated properties. • Redevelop the code enforcement ordinance and process to improve property maintenance efforts. • Increase adherence to the comprehensive plan and prepare for required comprehensive plan development to be completed by 2020. • Identify key blighted structures and focus efforts on resolving those cases.
Grow the Economy	• Develop and market a list of incentives currently available to rehabilitate dilapidated buildings.

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	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
Full - Time	3	3	3	2	2	2	3	1
Part - Time	0	0	0	0	0	0	0	0
Total	3	3	3	2	2	2	3	1

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 159,460	$ 78,921	$ 157,842	$ 143,411	$ 149,942	$ 149,966	$ 200,513	$ 50,546	34
Operational	90,168	64,863	88,294	94,800	95,350	115,700	81,500	(34,200)	-30
Capital	-	-	-	-	-	-	-	-	0
Total	**$ 249,628**	**$ 143,784**	**$ 246,136**	**$ 238,211**	**$ 245,292**	**$ 265,666**	**$ 282,013**	**$ 16,346**	6

There are no significant changes to the Inspections and Planning budget from FY 2018-2019 to FY 2019-2020 other than additional funds for the one employee added to the department and the reduction of the need for Municode to overall the City code.

CAPITAL FUNDING

The Office of Inspections & Planning has no capital request funding for the fiscal year.

DEBT SERVICE

The Office of Inspections & planning has no existing debt.

PLANNING & INSPECTIONS - 260480 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 110,046	$ 55,710	$ 111,420	$ 109,520	$ 110,563	$ 110,563	$ 144,608	$ 34,045	31%
50400 SOCIAL SECURITY	7,944	4,049	8,098	8,378	8,458	8,458	11,063	2,604	31%
50500 SC RETIREMENT	16,526	7,995	15,990	12,036	14,992	14,826	20,838	6,012	41%
50700 WORKMENS COMPENSAT	7,749	3,510	7,020	4,350	6,500	6,500	7,000		
50800 UNEMPLOYMENT CLAIMS	-				-	-	-	-	0%
51741 GROUP HEALTH INS.	17,030	7,587	15,174	8,962	9,296	9,486	16,830	7,344	77%
51750 GROUP LIFE-SC RETIREMI	165	70	140	164	133	133	174	41	31%
Total Wages	**$ 159,460**	**$ 78,921**	**$ 157,842**	**$ 143,411**	**$ 149,942**	**$ 149,966**	**$ 200,513**	**$ 50,546**	**$ 0**

Operational Expenditure	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
52100 OFFICE SUPPLIES	348	436	872	400	400	400	400	-	0%
52120 PRINTER LEASE	1,118	909	1,818	1,200	1,200	1,200	1,200	-	0%
52125 PRINTING EXPENSE	-	-	-	500	500	250	500	250	100%
52130 POSTAGE	538	215	430	500	500	500	500	-	0%
52210 CLEANING SUPPLIES	64	-	-	-	-	-		-	0%
52220 FUEL OIL LUBRICATION	316	599	1,198	2,000	3,100	2,500	3,000	500	20%
52221 VEHICLE REPAIRS	21	-	-	750	1,000	1,000	1,000	-	0%
52222 VEH TIRE PURCHASE/REP.	-	-	-	250	500	500	500	-	0%
52223 VEHICLE MAINTENANCE	183	-	-	400	600	600	600	-	0%
RADIO MAINT	-			-	-	-	-	-	0%
52720 BLDG & GROUND MAINT.	458	60	120	-	-	300	300	-	0%
52725 EQUIP Maintenance	-								
53030 PROF SERVICES-ENGINEE	358	-	5,000	5,000	2,500	2,500	3,000	500	20%
Comprehensive Plan/Municod	2,000	15,160				17,000	-	17,000	
53260 UNIFORMS	795	525	1,050	800	800	800	1,200	400	50%
53277 SOFTWARE MAINTENANC	1,812	-	-	2,000	2,000	2,000	-	(2,000)	0%
53300 ADVERTISING LEGAL NOT	482	510	202	500	500	500	-	(500)	-100%
TREES	2,200	1,600	3,200				2,000	2,000	0%
53555 BOND INSURANCE	-	-	-	200	200	200	-	(200)	-100%
53623 UTILITIES PURCHASED	1,700	262	524	2,600	2,600	500	-	(500)	-100%
53630 POWER CONSUMED	4,217	727	1,454	4,750	6,000	6,000	-	(6,000)	-100%
53635 TELEPHONE	3,783	1,216	2,432	4,000	4,000	3,000	3,000	-	0%
53800 CODE ENFORCEMENT	32,915	14,803	33,000	33,000	33,000	40,000	33,000	(7,000)	-18%
54040 MEMBERSHIP DUES	292	250	500	500	500	500	-	(500)	-100%
54041 EMPLOYEE TRAINING	966	1,341	2,682	2,500	2,500	2,500	-	(2,500)	-100%
54042 TRAVEL	1,124	578	1,156	2,000	2,000	2,000	-	(2,000)	-100%
54050 INCIDENTAL EXPENSE	656	92	590	250	250	250	300	50	20%
54052 CODE BOOKS ETC	-	1,033	2,066	700	700	700	1,000	300	43%
54053 LOT CLEARING	33,822	24,547	25,000	25,000	25,000	25,000	25,000	-	0%
55400 PLANING ADMINISTRATIC	-	-	5,000	5,000	5,000	5,000	5,000	-	0%
Total	**$ 90,168**	**$ 64,863**	**$ 88,294**	**$ 94,800**	**$ 95,350**	**$ 115,700**	**$ 81,500**	**$ (34,200)**	-30%

Capital Expenditure	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
5023 Capital Equipment	-	-	-	-	-	-	-	-	0%
5024 Capital- Vehicles	-	-	-	-	-	-	-	-	0%
5044 Capital-Facilities	-	-	-	-	-	-	-	-	0%
Total	-	-	-	-	-	-	-	-	0%

OCM: ACCOMMODATIONS

OFFICE OF CITY MANAGER: ACCOMMODATIONS

ACCOMMODATIONS TAX- 220490 **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
54700 GENERAL FUND ALLOCATION	-	-	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	12,691	-	29,250	28,595	28,595	28,595	28,595	-	0.00%
Total	**$ 12,691**	**$ -**	**$ 70,000**	**$ 40,850**	**$ 40,850**	**$ 40,850**	**$ 40,850**	**$ -**	

City of Clinton Annual Budget

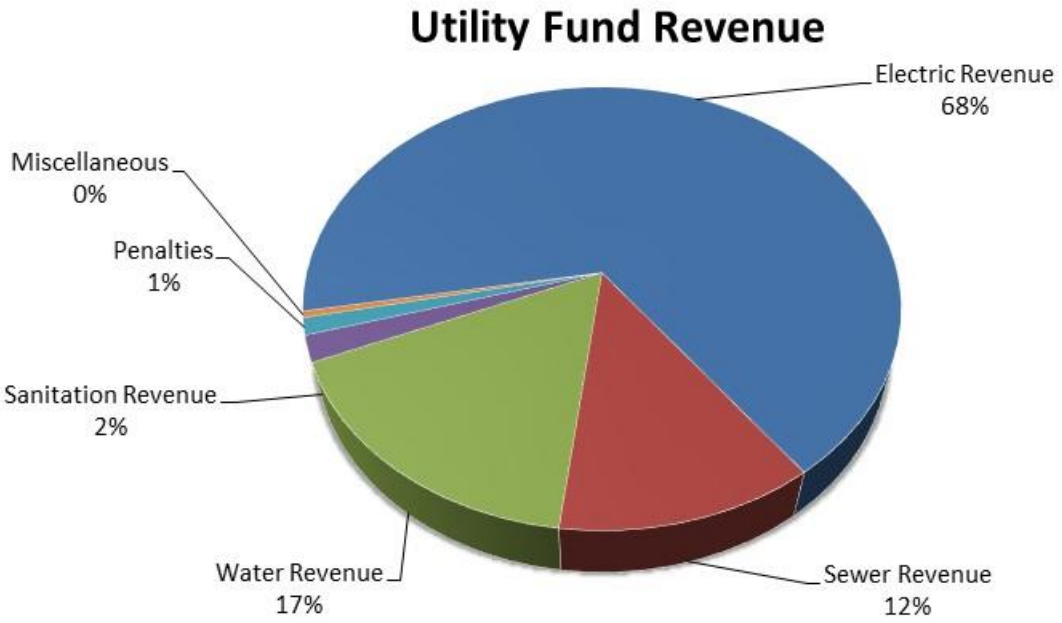
Fiscal Year 2019-2020

UTILITY FUND

This page intentionally left blank.

UTILITY FUND SUMMARY

UTILITY FUND REVENUE SUMMARY

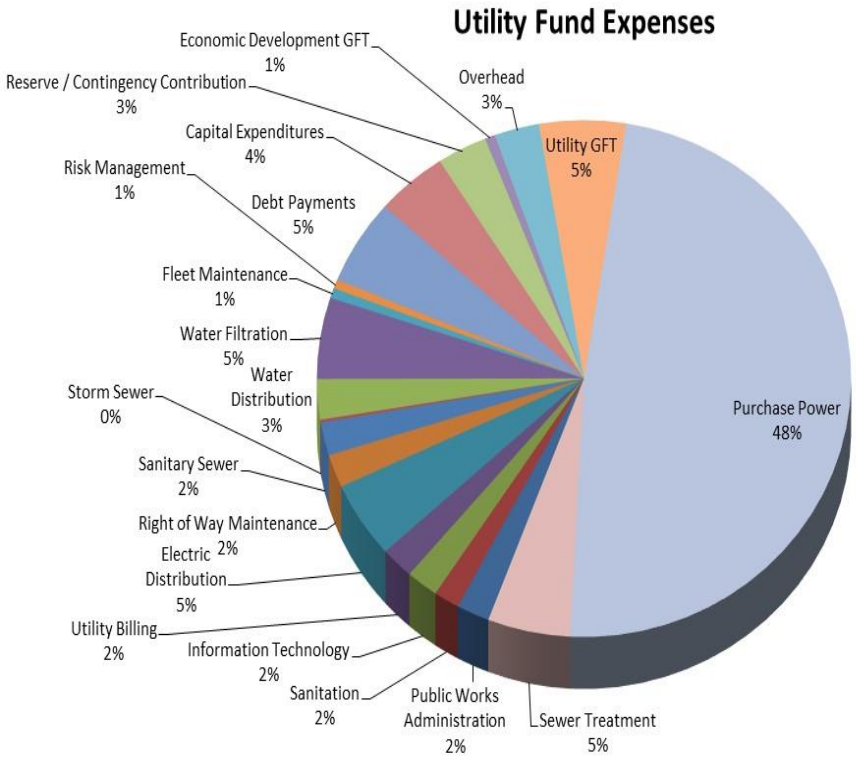


Utility Fund Revenue		FY 19/20
Electric Revenue	$	16,206,393
Sewer Revenue	$	2,895,948
Water Revenue	$	3,991,390
Sanitation Revenue	$	459,381
Penalties	$	295,000
Miscellaneous	$	109,600
Total	$	23,957,712

Utility Fund Revenue FY 19/20

		2016-2017 Approved Budget	2017-2018 Actual	Through December 2018	Year End Projections 2019	2017-2018 Approved Budget	2018-2019 Approved Budget	2019-2020 Requested Budget	Requested Increase	Percentage Difference
41100	Electric Revenue	$ 16,488,591	$ 14,948,858	$ 8,012,505	$ 16,025,010	$ 16,201,267	$ 16,206,393	$ 16,206,393	$ 0	0.00%
41200	Sewer Revenue	2,230,000	2,132,941	1,087,448	2,174,896	2,463,502	2,552,456	2,742,013	189,557	7.43%
41201	Sewer Tap Fees	2,100	2,660	700	1,400	2,100	2,100	2,100	-	0.00%
41250	Sewer I & I	170,000	147,529	74,980	149,960	186,525	151,835	151,835	-	0.00%
41300	Water Revenue	2,300,000	3,149,957	1,642,114	3,284,228	3,214,451	3,636,120	3,961,790	325,670	8.96%
41301	Water Tap Fees	6,000	7,525	1,975	2,500	6,000	6,000	6,000	-	0.00%
41XXX	DSM reimbursement						20,000	20,000		
41310	Fire Protection Charges	3,600	3,517	2,083	4,166	3,600	3,600	3,600	-	0.00%
44510	Residential Garbage	333,000	338,718	154,254	308,508	335,227	312,231	406,812	94,581	
44550	Commercial Roll Out	70,000	30,503	14,025	28,050	72,738		35,145	35,145	
44400	Garbage Containers	3,500	628	1,700	3,400	3,500		2,424	2,424	
44530	Sanitation Services Contract GF	30,916	30,916	10,458	20,916	21,000		15,000	15,000	
	Trfr from GF for Sanitaion	-	169,084	131,180	262,360	262,359			-	
41400	Penalties Collected	175,000	238,956	295,000	590,000	295,000	295,000	295,000	-	0.00%
41420	Miscellaneous Revenue	30,000	31,440	20,624	41,248	45,000	45,000	45,000	-	0.00%
41500	Material & Equipment Sales	5,000	425	-	5,000	10,000	10,000	10,000	-	0.00%
41600	Customer Connections	35,000	51,641	26,075	52,150	35,000	35,000	35,000	-	0.00%
41610	Yard Light Installations	-	-	-	-	-	-	-	-	0.00%
41700	Cable Vision - Pole Rental	8,000	-	-	12,000	8,000	12,000	12,000	-	0.00%
41700	Bell South - Pole Rental	1,600	-	-	-	1,600	1,600	1,600	-	0.00%
44190	Sale of Equipment	5,000	-	-	-	5,000	5,000	5,000	-	0.00%
	Grants	-	192,085			-	-	-		0.00%
44300	Interest Income	1,000	59,517	-	25,000	1,000	1,000	1,000	-	0.00%
44600	FEMA ASSISTANCE		15,769		-					
	Interdepartmental sales	500,000	577,690	-	-	-	-	-	-	0.00%
	TOTAL	**$ 22,398,306**	**$ 22,130,359**	**$ 11,475,121**	**$ 22,990,792**	**$ 23,172,868**	**$ 23,295,334**	**$ 23,957,712**	**$ 662,378**	**2.84%**

UTILITY FUND EXPENSES SUMMARY



Utility Fund Expenses		FY 19/20
Public Works Administration	$	476,463
Sanitation	$	373,638
Information Technology	$	467,555
Utility Billing	$	478,091
Electric Distribution	$	1,149,949
Right of Way Maintenance	$	493,591
Sanitary Sewer	$	499,434
Storm Sewer	$	40,600
Water Distribution	$	603,974
Water Filtration	$	1,218,867
Fleet Maintenance	$	148,549
Risk Management	$	133,931
Debt Payments	$	1,280,453
Capital Expenditures	$	1,039,949
Reserve / Contingency Contribut	$	727,155
Economic Development GFT	$	150,000
Overhead	$	650,256
Utility GFT	$	1,255,478
Purchase Power	$	11,569,779
Sewer Treatment	$	1,200,000
Total	$	23,957,712

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 kwh 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 kwh 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 kwh 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
Readiness to Serve Charge (Minimum Bill)	*$ 10.60*	*$ 15.90*	*$ 9.00*
Wastewater Collection Charge - per 1,000 gallons	*$ 3.58*	*$ 5.37*	*$ 3.76*
Wastewater Treatment Charge - per 1,000 gallons	*$ 4.87*	*$ 4.87*	*$ 4.87*
Total Monthly Charge - per 1,000 gallons (does not include Readiness to Serve Charge)	***$ 8.45***	***$ 10.24***	***$ 8.63***

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
4 inch tap	$800.00	$1,150.00
Over 4 inch tap	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.

Residential Sewer Customer	$3.00 Per month
Institutional Sewer Customer	*$8.00 per month*
Commercial Sewer Customer	*$3.00 Per month plus $0.0005 per gallon of metered water*

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

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
¾" or smaller	$15.00	$27.00
1"	32.75	60.02
1 ½"	56.45	105.46
2"	100.00	188.04
3"	198.00	373.85
4"	329.00	621.56
6"	656.30	1,240.91
8"	1,092.00	2,066.70
10"	1,856.20	3,511.82

User charge (per 1,000 gallons):

Consumption Amount	Inside City Customer	Outside City Customer
First 500,000 Gallons	$4.25	$6.38
Next 4,500,000 Gallons	4.25	6.38

Irrigation Rates

Meter Size	Irrigation Rates iNSIDE CITY	Irrigation Rates OUTSIDE CITY
¾" or smaller	$ 12.50	$ 15.00
1"	27.03	32.75
1 ½"	47.03	56.45
2"	83.40	100.00
3"	165.20	198.00
4"	274.27	329.00
6"	546.96	656.30
8"	910.54	1,092.00
10"	1,546.82	1,856.20

User charge (per 1,000 gallons):

Consumption Amount	Irrigation Rates	Irrigation Rates
First 500,000 Gallons	$4.15	$4.25
Next 4,500,000 Gallons	4.15	4.25
Over 5,000,000 Gallons	4.15	4.25

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
¾"	$700.00	$1,050.00
1"	900.00	1,350.00
1 ½ "	1,000.00	1,500.00
2" and over	Cost	Cost + 50%
¾" irrigation Meter	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
6" and Under	$114.84	$172.32
8"	$213.84	$360.60
10 "	$574.20	$861.36
12" and over	$820.44	$1,230.24

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.

Residential Garbage Service	Amount (Monthly)
Residential **(one pick up per week for 2 cans)**	14.50
Residential **(additional can beyond 2)**	8.50
Building Material Fee **(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.

Commercial Garbage Service	Amount (Monthly)
Commercial (one pick up per week for 2 cans)	$22.50
Commercial (additional can beyond 2)	8.50
Building Material Fee (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
Residential Power/Water or Water Only	$45.00	C
Temporary Power/ Water	$130.00	C
Commercial/Industrial	$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 19/20

		2016-2017 Approved Budget	2017-2018 Actual	Through December 2018	Year End Projections 2019	2017-2018 Approved Budget	2018-2019 Approved Budget	2019-2020 Requested Budget	Requested Increase	Percentage Difference
41100	Electric Revenue	$ 16,488,591	$ 14,948,858	$ 8,012,505	$ 16,025,010	$ 16,201,267	$ 16,206,393	$ 16,206,393	$ 0	0.00%
41200	Sewer Revenue	2,230,000	2,132,941	1,087,448	2,174,896	2,463,502	2,552,456	2,742,013	189,557	7.43%
41201	Sewer Tap Fees	2,100	2,660	700	1,400	2,100	2,100	2,100	-	0.00%
41250	Sewer I & I	170,000	147,529	74,980	149,960	186,525	151,835	151,835	-	0.00%
41300	Water Revenue	2,300,000	3,149,957	1,642,114	3,284,228	3,214,451	3,636,120	3,961,790	325,670	8.96%
41301	Water Tap Fees	6,000	7,525	1,975	2,500	6,000	6,000	6,000	-	0.00%
41XXX	DSM reimbursement						20,000	20,000		
41310	Fire Protection Charges	3,600	3,517	2,083	4,166	3,600	3,600	3,600	-	0.00%
44510	Residential Garbage	333,000	338,718	154,254	308,508	335,227	312,231	406,812	94,581	
44550	Commercial Roll Out	70,000	30,503	14,025	28,050	72,738		35,145	35,145	
44400	Garbage Containers	3,500	628	1,700	3,400	3,500		2,424	2,424	
44530	Sanitation Services Contract GF	30,916	30,916	10,458	20,916	21,000		15,000	15,000	
	Trfr from GF for Sanitaion	-	169,084	131,180	262,360	262,359			-	
41400	Penalties Collected	175,000	238,956	295,000	590,000	295,000	295,000	295,000	-	0.00%
41420	Miscellaneous Revenue	30,000	31,440	20,624	41,248	45,000	45,000	45,000	-	0.00%
41500	Material & Equipment Sales	5,000	425	-	5,000	10,000	10,000	10,000	-	0.00%
41600	Customer Connections	35,000	51,641	26,075	52,150	35,000	35,000	35,000	-	0.00%
41610	Yard Light Installations	-	-	-	-	-	-	-	-	0.00%
41700	Cable Vision - Pole Rental	8,000	-	-	12,000	8,000	12,000	12,000	-	0.00%
41700	Bell South - Pole Rental	1,600	-	-	-	1,600	1,600	1,600	-	0.00%
44190	Sale of Equipment	5,000	-	-	-	5,000	5,000	5,000	-	0.00%
	Grants	-	192,085			-	-	-		0.00%
44300	Interest Income	1,000	59,517	-	25,000	1,000	1,000	1,000	-	0.00%
44600	FEMA ASSISTANCE		15,769		-					
	Interdepartmental sales	500,000	577,690	-	-	-	-	-	-	0.00%
	TOTAL	**$ 22,398,306**	**$ 22,130,359**	**$ 11,475,121**	**$ 22,990,792**	**$ 23,172,868**	**$ 23,295,334**	**$ 23,957,712**	**$ 662,378**	**2.84%**

Utility Fund Expenditure — FY 19/20

	2017-2018 Actual	Through December 2017	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
Public Works Administration	$ 796,910	$ 794,372	$ 1,240,129	$ 782,149	$ 784,679	$ 1,211,472	$ 1,353,619	$ 142,146	12%
Sanitation Department	$ 596,187	$ 201,825	$ 378,796	$ 488,160	$ 628,950	$ 337,202	$ 513,226	$ 176,024	
IT Depsrtment	343,508	146,541	321,446	330,782	380,443	503,440	671,555	168,115	33%
Utility Billing	645,734	322,485	704,341	606,124	656,580	696,116	490,924	(205,193)	-29%
Electric Distribution	14,154,107	6,922,262	14,067,631	15,105,794	15,015,183	14,673,291	14,772,877	99,586	1%
Right of Way Maintenance	417,581	155,814	311,628	297,859	367,543	481,519	561,507	79,987	17%
Sanitary Sewer	2,154,633	820,859	1,721,008	2,016,921	2,047,006	1,979,346	2,159,062	179,716	9%
Storm Sewer	7,627	12,871	13,242	2,600	8,600	11,600	40,600	29,000	250%
Water Distribution	1,087,933	528,714	1,191,911	942,437	1,246,757	1,304,916	1,284,507	(20,408)	-2%
Water Filtration	1,655,429	859,756	1,691,432	1,716,140	1,802,395	1,756,326	1,822,856	66,530	4%
Maintenance	176,905	70,457	239,400	65,206	135,726	233,686	153,049	(80,636)	-35%
Risk Management	88,162	41,633	93,266	94,879	99,006	106,420	133,931	27,511	26%
TOTAL	**$ 22,124,716**	**$ 10,877,589**	**$ 21,974,230**	**$ 22,449,050**	**$ 23,172,868**	**$ 23,295,334**	**$ 23,957,712**	**$ 662,378**	3%

Utility Fund Expenditure - Category — FY 19/20

	Salaries & Wages	Operating Expenditures	Capital	Debt	Transfer	Overhead	Total
Public Works Administration	$ 194,772	$ 261,691	$ -		$ 897,155	$ -	**$ 1,353,619**
Sanitation Department	241,263	132,375	15,000	91,740	21,640	11,208	**513,226**
IT Depsrtment	207,355	260,200	200,000	4,000	-	-	**671,555**
Utility Billing	306,591	171,500	10,000	2,833	-	-	**490,924**
Electric Distribution	696,149	12,023,579	192,000	505,812	892,882	462,455	**14,772,877**
Right of Way Maintenance	371,141	122,450	-	67,916			**561,507**
Sanitary Sewer	310,034	1,389,400	240,000	6,167	140,626	72,835	**2,159,062**
Storm Sewer	-	40,600	-	-	-	-	**40,600**
Water Distribution	325,874	278,100	220,000	156,445	200,330	103,758	**1,284,507**
Water Filtration	501,080	717,787	158,449	445,540	-	-	**1,822,856**
Maintenance	122,269	26,280	4,500	-	-	-	**153,049**
Risk Management	104,256	29,675	-	-	-	-	**133,931**
TOTAL	**$ 3,380,784**	**$ 15,453,637**	**$ 1,039,949**	**$ 1,280,453**	**$ 2,152,633**	**$ 650,256**	**$ 23,957,712**
Percentages	14%	65%	4%	5%	9%	3%	100%

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	• 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. • Implemented recommendations in regards to sewer maintenance and management.

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

Exceptional Infrastructure	• 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. • Continue to implement recommendations in regards to sewer maintenance and management. • Develop priority list for water line repair and replacement. • Complete GIS mapping of water, sewer, and electrical utility facilities. • Implement and outage management system.

PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2018	FY 15-16 Year End Projections	FY 16-17 Requested Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Increase
Full - Time	4	4	4	**2**	**2**	**2**	**3**	0
Part - Time	0	0	0	**0**	**0**	**0**	**0**	0
Total	**4**	**4**	**4**	**2**	**2**	**2**	**3**	**0**

BUDGETARY ANALYSIS

Total Expenditures	2017-2018 Actual	Through December 2018	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
SALARIES & WAGES	$ 163,679	$ 78,515	$ 157,030	$ 154,199	$ 156,729	$ 156,242	$ 194,772	38,530	24.58%
OPERATIONAL	434,454	143,691	286,150	262,950	262,950	261,691	261,691	-	0.00%
CAPITAL	-	16,877	35,000	35,000	35,000	35,000	-	(35,000)	0.00%
DEBT / TRANSFER	198,777	555,289	761,949	330,000	330,000	758,539	897,155	138,616	18.27%
TOTAL	**$ 796,910**	**$ 794,372**	**$ 1,240,129**	**$ 782,149**	**$ 784,679**	**$ 1,211,472**	**$ 1,353,619**	**$ 142,146**	18.12%

The Public Works Administration Department increased by $142,146 primarily due to the increase of Reserve fund contributions due to a one year credit from our power provider. In addition, one employee was transferred to Public Works Administration.

CAPITAL FUNDING

The Public Works Administration does not have any Capital items budgeted for this fiscal year.

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 19/20

Salaries & Wages	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
50100 SALARIES	$ 129,641	$ 62,948	$ 125,896	$ 124,574	$ 126,463	$ 125,503	$ 153,844	$ 28,341	18.42%
50400 SOCIAL SECURITY	9,946	4,810	9,620	9,530	9,674	9,601	11,769	2,168	18.42%
50500 SC RETIREMENT	20,400	9,071	18,142	13,691	17,148	16,830	22,169	5,339	24.08%
50700 WORKMENS COMPENSATION	3,506	1,602	3,204	6,218	3,254	4,120	6,760	2,640	39.05%
51741 GROUP HEALTH INS.	-	-	-	-	-	-	-	-	0.00%
51750 GROUP LIFE-SC RETIREMENT	186	84	168	186	190	188	231	43	18.42%
TOTAL	**$ 163,679**	**$ 78,515**	**$ 157,030**	**$ 154,199**	**$ 156,729**	**$ 156,242**	**$ 194,772**	**$ 38,530**	**19.78%**

Operational Expenditure	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
52100 OFFICE SUPPLIES	529	282	564	600	700	700	700	-	0.00%
52120 PRINTER LEASE	4,634	2,199	4,398	3,500	3,500	3,500	3,500	-	0.00%
52125 PRINTING EXPENSE	159	134	268	100	100	100	100	-	0.00%
52130 POSTAGE	108	35	70	700	600	300	300	-	0.00%
52210 CLEANING SUPPLIES	4,313	2,310	4,620	3,500	3,500	3,800	3,800	-	0.00%
52220 FUEL OIL LUBRICATION	1,529	327	654	1,800	1,800	1,800	1,800	-	0.00%
52221 VEHICLE REPAIRS	480	1,001	2,002	300	300	300	300	-	0.00%
52222 VEHICLE TIRE PURCH	-	-	-	500	-	-	-	-	0.00%
52223 VEHICLE MAINTENANCE	115	-	-	100	100	100	100	-	0.00%
52225 RADIO MAINT	-	-	-	100	100	100	100	-	0.00%
52240 SAFETY MATERIAL	1,034	1,968	3,936	1,200	1,200	1,200	1,200	-	0.00%
52400 SMALL TOOLS EQUIPMENT	25	31	62	250	250	250	250	-	0.00%
52720 BLDG & GROUND MAINT	12,743	2,049	4,098						
SAFETY CONSULTANT						3,000	3,000	-	
53025 BANKING SERVICES	19,594	8,730	17,460	5,000	5,000	5,000	5,000	-	0.00%
53030 PROF SERVICES-ENGINEERS	170,138	34,150	68,300	30,000	30,000	30,000	30,000	-	0.00%
53260 UNIFORMS	157	-	-	150	150	150	150	-	0.00%
53277 SOFTWARE MAINTENANCE	-	-	-	1,100	1,100	1,100	1,100	-	0.00%
53300 ADVERTISING LEGAL NOTICES	2,901	-	-	300	300	500	500	-	0.00%
53550 PROPERTY INSURANCE	81,951	43,586	87,172	87,000	87,000	87,000	87,000	-	0.00%
53630 POWER CONSUMED	665	85	170	1,000	1,000	1,000	1,000	-	0.00%
53635 TELEPHONE	2,302	443	886	3,400	2,000	2,000	2,000	-	0.00%
53670 SANITATION SERVICES	-			10,000	10,000				
54040 MEMBERSHIP DUES	2,818	-	-	550	550	550	550	-	0.00%
54041 EMPLOYEE TRAINING	1,047	340	680	7,500	7,500	6,500	6,500	-	0.00%
54042 TRAVEL	4,546	941	1,882	3,000	3,000	3,000	3,000	-	0.00%
54045 MORALE AND WELFARE	5,499	2,374	4,748	2,000	2,000	3,000	3,000	-	0.00%
54050 INCIDENTAL EXPENSE	(4,850)	90	180	7,200	7,200	7,200	7,200	-	0.00%
54xxx UTILITY REBATE PROGRAM	-	-	-	10,000	10,000	10,000	10,000	-	NA
54051 MEDICAL EXPENSES	105	-	-	100	100	100	100	-	0.00%
54085 GASB 45 CURRENT FUNDING	76,425	42,616	84,000	52,000	53,900	59,441	59,441	-	0.00%
54086 GASB 45 FUTURE FUNDING	45,487	-	-	30,000	30,000	30,000	30,000	-	0.00%
TOTAL	**$ 434,454**	**$ 143,691**	**$ 286,150**	**$ 262,950**	**$ 262,950**	**$ 261,691**	**$ 261,691**	**$ -**	**0%**

Capital Expenditure	2017-2018 Actual	Through December 2018	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
55023 CAP EQUIPMENT	-	-	-	-	-	-	-	-	0.00%
55044 CAP OUTLAY-FACILITY IMPMT	-	16,877	35,000	35,000	35,000	35,000	-	(35,000)	-100.00%
TOTAL	**$ -**	**$ 16,877**	**$ 35,000**	**$ 35,000**	**$ 35,000**	**$ 35,000**	**$ -**	**$ (35,000)**	**-100.00%**

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
57020 MARKET DEVELOPMENT	26,158	23,410	23,410	20,000	20,000	20,000	20,000	-	0.00%
57030 CONTRIBUTION-ECON DEV	112,500	75,000	150,000	150,000	150,000	150,000	150,000	-	0.00%
								-	
57200 CONTINGENCY/RESERVE	119	426,879	528,539	100,000	100,000	528,539	667,155	138,616	26.23%
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%
TOTAL	**$ 198,777**	**$ 555,289**	**$ 761,949**	**$ 330,000**	**$ 330,000**	**$ 758,539**	**$ 897,155**	**$ 138,616**	**42.00%**

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Continue the development of a comprehensive cyber security plan that will guide future budget and policy decisions. • Continue with the four year computer replacement and rotation plan. • Continue the installation of TYLER / MUNIS operating systems. • Continue to Improve security in and around city facilities through proper applications of technology.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	1	1	1	2	2	3	3	0
Part - Time	0	0	0	0	0	0	0	0
Total	1	1	1	2	2	3	3	0

BUDGETARY ANALYSIS

Total Expenditures	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
SALARIES & WAGES	$ 144,059	$ 75,546	$ 151,092	$ 130,482	$ 145,243	$ 192,240	$ 207,355	15,115	10.41%
OPERATIONAL	138,914	54,702	137,768	46,300	166,200	157,200	260,200	103,000	61.97%
DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
CAPITAL	56,535	14,293	28,586	150,000	65,000	150,000	200,000	50,000	76.92%
TOTAL	**$ 343,508**	**$ 146,541**	**$ 321,446**	**$ 330,782**	**$ 380,443**	**$ 503,440**	**$ 671,555**	**$ 168,115**	**33.39%**

The FY 19/20 budget contains an increase of $168,115 in funding primarily due to the addition 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:

Capital Items Funded	**IT**	
Laptops, IT equipment replacements as partially scheduled, $58,000 (deferred ($78,000) to next year)		
Security: Cameras ($1000 each) and Access Control ($2000 each)		
DPS Cameras (24)		$ 24,000
DPW/WTP Cameras (10)		$ 10,000
BMC Cameras (6)		$ 6,000
DPW Access (6 doors: Front Door, 2 Side Doors, 2 IT Closets, WTP 2 doors)		$ 20,000
DPS Access (5 doors: Main, Fire, Sally Port, IT Upstairs, IT Down Stairs)	?	$ 10,000
BMC Access (3 IT Doors)		$ 6,000
Water Tanks (3 Cameras)		$ 3,000
Raw Water Basin Cameras (2) and Access (1)		$ 4,000
Fiber Ring		$ 70,000

DEBT SERVICE

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

INFORMATION TECHNOLOGY 320608 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 105,428	$ 55,368	$ 110,736	$ 95,736	$ 105,404	$ 136,738	$ 154,017	$ 17,279	16.39%
50400 SOCIAL SECURITY	8,040	4,255	8,510	7,324	8,063	10,460	11,782	1,322	16.39%
50500 SC RETIREMENT	13,974	7,631	15,262	10,521	14,293	18,337	22,194	3,857	26.99%
50700 WORKMENS COMPENSAT	2,251	1,029	2,058	2,000	2,052	4,934	2,335	(2,599)	-126.66%
51741 GROUP HEALTH INS.	14,210	7,195	14,390	14,757	15,304	21,607	16,842	(4,765)	-31.14%
51750 GROUP LIFE-SC RETIREMI	156	68	136	144	126	164	185	21	16.39%
TOTAL	**$ 144,059**	**$ 75,546**	**$ 151,092**	**$ 130,482**	**$ 145,243**	**$ 192,240**	**$ 207,355**	**15,115**	**7.86%**

Operational Expenditure	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
52100 OFFICE SUPPLIES	448	214	1,580	300	2,000	2,000	2,000	-	0.00%
52130 POSTAGE	41	22	44	50	50	50	50	-	0.00%
52220 FUEL OIL LUBRICATION	385	273	546	650	650	650	650	-	0.00%
52221 VEHICLE REPAIRS	-	-	-	200	200	200	200	-	0.00%
52222 VEH TIRE PURCHASE/REP.	-	-	-	-	-	-	500	500	0.00%
52223 VEHICLE MAINTENANCE	122	-	-	200	200	200	200	-	0.00%
52390 Computerr related purchase	4,545	6,277	12,554				-		
52400 SMALL TOOLS EQUIPMEN	46,224	100	200	9,000	9,000	9,000	9,000	-	0.00%
52725 EQUIP MAINT. - SERVICE	135	135	270	5,000	5,000	5,000	5,000	-	0.00%
52225 RADIO MAINT	2,250	-	500	-	500	500	3,000	2,500	100.00%
53278 SOFTWARE MAINT GIS	17,477	998	10,000	-	10,000	30,000	30,000	-	100.00%
53279 CYBER SECURITY PRGRA	2,800	13,596	14,000	-	10,000	1,000	15,000	14,000	100.00%
53276 MICROSOFT LICENSES	-	-	21,000	-	42,000	21,000	25,000	4,000	100.00%
53270 PROF SERVICES-SOFTWARE-MUNIS		14,083	20,000	-	30,000	20,000	25,000	5,000	100.00%
53030 PROF SERVICES-PMPA Net	42,446	875	20,000	20,000	40,000	40,000	57,000	17,000	42.50%
53260 UNIFORMS	36	52	600	400	600	600	600	-	0.00%
53630 POWER CONSUMED	637	25	50	500	500	500	500	-	0.00%
53635 TELEPHONE	17,354	8,030	16,060	3,000	3,000	14,000	45,000	31,000	1033.33%
54040 MEMBERSHIP DUES	247	90	500	500	500	500	500	-	0.00%
54041 EMPLOYEE TRAINING	755	1,070	2,140	2,500	5,000	5,000	26,000	21,000	420.00%
54042 TRAVEL	2,102	3,661	7,322	2,000	5,000	5,000	5,000	-	0.00%
54050 INCIDENTAL EXPENSE	910	5,201	10,402	2,000	2,000	2,000	10,000	8,000	400.00%
TOTAL	**$ 138,914**	**$ 54,702**	**$ 137,768**	**$ 46,300**	**$ 166,200**	**$ 157,200**	**$ 260,200**	**$ 103,000**	**65.52%**

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIP	56,535	14,293	28,586	150,000	65,000	150,000	200,000	50,000	76.92%
55023 CAPITAL_FACILITIES	-	-	-	-	-	-		-	0.00%
55024 CAPITAL-VEHICLES	-	-	-	-	-	-	-	-	0.00%
TOTAL	**$ 56,535**	**$ 14,293**	**$ 28,586**	**$ 150,000**	**$ 65,000**	**$ 150,000**	**$ 200,000**	**$ 50,000**	**33.33%**

Debt Service/ Fund Transfers	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
57250 DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
TOTAL	**$ 4,000**	**$ 2,000**	**$ 4,000**	**$ 4,000**	**$ 4,000**	**$ 4,000**	**$ 4,000**	**$ -**	**0.00%**

Total Expenditures	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
SALARIES & WAGES	$ 144,059	$ 75,546	$ 151,092	$ 130,482	$ 145,243	$ 192,240	$ 207,355	15,115	10.41%
OPERATIONAL	138,914	54,702	137,768	46,300	166,200	157,200	260,200	103,000	61.97%
DEPRECIATION FUND	4,000	2,000	4,000	4,000	4,000	4,000	4,000	-	0.00%
CAPITAL	56,535	14,293	28,586	150,000	65,000	150,000	200,000	50,000	76.92%
TOTAL	**$ 343,508**	**$ 146,541**	**$ 321,446**	**$ 330,782**	**$ 380,443**	**$ 503,440**	**$ 671,555**	**$ 168,115**	**33.39%**

DAS: UTILITY BILLING

DEPARTMENT OF ADMINISTRATIVE SERVICES: UTILITY BILLING

MISSION

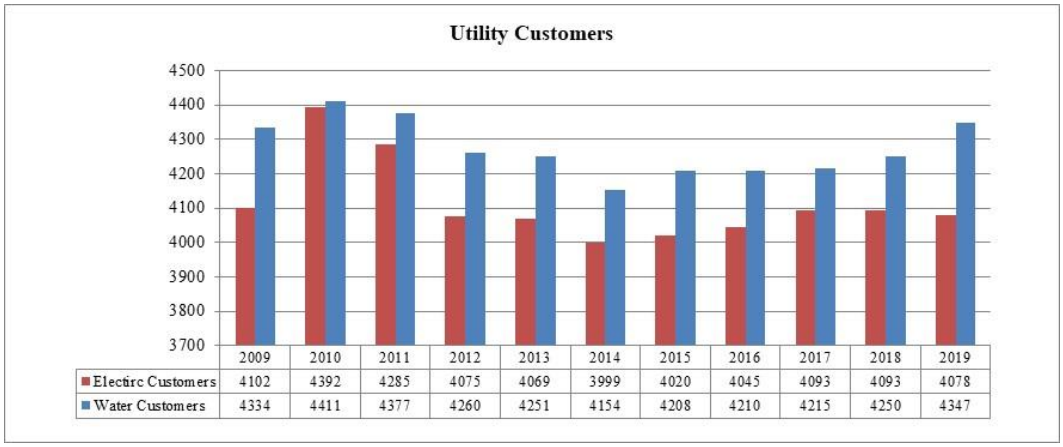
The Utility Billing Division's mission is to provide accurate and timely invoices to all the utility customers; to investigate customer inquiries regarding utilities' charges; and also carefully regulate the termination of service for those citizens who are outside of the terms of payment required by 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	• Conducted reviews and revisions of selected utility billing policies.
Promote Community Development	• Expanded participation in the bill assistance program.
Exceptional Infrastructure	• Implemented prepay metering.

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

First Class City	• Conduct reviews and revisions of selected utility billing policies. • Expand training programs for customer service employees. • Update website and customer service television with new and current information.
Promote Community Development	• Expand participation in the bill assistance program. • Encourage solar expansion. • Develop plan to provide energy audit services.
Exceptional Infrastructure	• Expand participation in the DSM program.
Fiscal Stability	• Complete Munis conversion by obtaining usable reports. • Expand MDM portal to all large general service customers.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	6	6	8	9	9	10	7	-3
Part - Time	0	0	0	1	1	0	0	0
Total	6	6	8	10	10	10	7	-3

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 473,583	$ 255,122	$ 510,244	$ 461,349	$ 492,997	$ 506,283	$ 306,591	(199,693)	-39.44%
Operational	169,318	59,047	144,304	131,942	152,750	177,000	171,500	(5,500)	-3.11%
Capital	-	6,900	46,960	10,000	8,000	10,000	10,000	-	0.00%
Depreciation Debt	2,833	1,416	2,833	2,833	2,833	2,833	2,833	-	0.00%
Total	**$ 645,734**	**$ 322,485**	**$ 704,341**	**$ 606,124**	**$ 656,580**	**$ 696,116**	**$ 490,924**	**$ (205,193)**	**-29.48%**

The 2019-2020 Utility Billing Department budget has a total decrease of $205,193 in expenditures from last year. The main portion of this decrease is due to Salaries and Wages which decreased by $199,693 due to the elimination of one employee in this budget and the reallocation of two employees to the Public Works Administration Budget.

CAPITAL BUDGET

The following items are included in the Capital Budget:

- Funding of $10,000 including funding to upgrade offices in the municipal center to customer service offices.

DEBT SERVICE

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

UTILITY BILLING 350610 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 325,671	$ 177,430	$ 354,860	$ 338,725	$ 339,750	$ 348,357	$ 202,965	$ (145,392)	-41.74%
50110 OVERTIME SALARIES	10,136	3,051	6,102	8,500	8,500	8,500	8,500	-	0.00%
50119 AMR OT	-	-	-					-	0.00%
50220 OVERTIME FOR SPECIAL	1,172								
50190 METER BONUS	-	-	-					-	0.00%
50400 SOCIAL SECURITY	24,659	13,251	26,502	26,563	26,641	27,300	16,177	(11,123)	-40.74%
50500 SC RETIREMENT	48,729	25,780	51,560	37,226	47,223	47,855	30,472	(17,382)	-36.32%
50700 WORKMENS COMPENSATION	5,988	3,000	6,000	5,998	6,118	7,424	2,638	(4,786)	-64.47%
50800 UNEMPLOYMENT CLAIMS	-	-	-	-				-	0.00%
51741 GROUP HEALTH INS.	56,720	32,383	64,766	43,730	64,347	66,420	45,585	(20,835)	-31.37%
51750 GROUP LIFE-SC RETIREMENT	508	227	454	607	418	428	254	(174)	-40.74%
Total	**$ 473,583**	**$ 255,122**	**$ 510,244**	**$ 461,349**	**$ 492,997**	**$ 506,283**	**$ 306,591**	**$ (199,693)**	**-39.44%**

Operational Expenditure	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
52100 OFFICE SUPPLIES	2,979	2,158	4,316	1,800	1,800	1,800	1,800	-	0.00%
52110 OFFICE EQUIP - MAINT.	4,153	2,167	4,334				-		
52113 EQUIPMENT LEASE	249	-	-	-	-	-	-	-	0.00%
52120 PRINTER LEASE	3,300	2,631	5,262	4,300	4,300	3,500	3,500	-	0.00%
52125 PRINTING EXPENSE	2,472	458	916	500	500	500	500	-	0.00%
52126 BILL PRINT	12,395	4,608	9,216	10,800	10,800	10,800	7,000	(3,800)	-35.19%
52127 FOCUS NEWSPAPER PRINT	634	-	-	7,392	5,000	1,800	1,000	(800)	-44.44%
52130 POSTAGE	20,418	15,258	30,516	21,000	21,000	18,000	21,000	3,000	16.67%
52210 CLEANING SUPPLIES	15	-	-	500	500	500	500	-	0.00%
52220 FUEL OIL LUBRICATION	5,500	2,193	4,386	4,500	4,000	5,000	5,000	-	0.00%
52221 VEHICLE REPAIRS	1,241	30	60	500	500	500	500	-	0.00%
52222 VEH TIRE PURCHASE/REPAIRS	469	90	180	400	400	600	500	(100)	-16.67%
52223 VEHICLE MAINTENANCE	126	72	144	500	700	700	-	(700)	-100.00%
52225 RADIO MAINT	-	-	-	-	-	-	-	-	0.00%
52240 SAFETY MATERIAL	530	64	128	500	500	600	500	(100)	-16.67%
52400 SMALL TOOLS EQUIPMENT	670	4,458	8,916	500	1,000	4,000	4,000	-	0.00%
52720 BLDG & GROUND MAINT.	9,756	1,185	2,370	3,000	3,000	2,000	2,000	-	0.00%
52725 EQUIP MAINT. - SERVICE	568	-	-	-	-	-	-	-	#DIV/0!
53030 PROF SERVICES DSM installatior	13,934	2,700	5,400	-	20,000	20,000	20,000	-	0.00%
prepay metering						16,000	16,000	-	
53050 COLLECTIONS-BILLS	6,410	1,958	3,916	10,000	7,500	7,500	5,000	(2,500)	0.00%
53051 CREDIT CHECK SERVICES	3,155	1,342	2,684	3,000	3,000	3,000	2,500	(500)	0.00%
53100 ITRON MVRS LINE	3,213	6,602	13,204	2,500	2,500	2,500	2,500	-	0.00%
53260 UNIFORMS	898	1,010	2,020	2,500	2,500	2,500	2,500	-	0.00%
53277 SOFTWARE MAINTENANCE	32,818	-	26,150	26,150	26,150	26,150	26,150	-	0.00%
53400 PROMOTIONAL ADV	6,882	3,536	7,072			2,000	2,000	-	
53623 UTILITIES PURCHASED	1,700	262	524	2,000	2,000	2,000	2,000	-	0.00%
53630 POWER CONSUMED	8,440	246	492	9,000	11,000	11,000	11,000	-	0.00%
53635 TELEPHONE	5,308	1,692	3,384	7,000	7,000	6,000	6,000	-	0.00%
53820 POSTAGE MACHINE-RENT PCI	3,623	496	992	1,000	1,000	2,500	2,500	-	0.00%
54040 MEMBERSHIP DUES	219	170	400	400	400	400	400	-	0.00%
54041 EMPLOYEE TRAINING	985	690	1,380	3,000	3,000	3,000	3,000	-	0.00%
54042 TRAVEL	3,731	1,016	2,032	2,500	2,500	3,000	3,000	-	0.00%
54049 LOC ASST C	1,225	-	-	5,000	5,000	5,000	5,000	-	0.00%
54050 INCIDENTAL EXPENSE	2,748	125	250	1,000	1,000	1,000	1,000	-	0.00%
54051 MEDICALEXP	432	42	84	-	-	150	150	-	0.00%
54045 MORALE AND WELFARE						1,500	1,500	-	
Customer Service Guarantee/customer appreciation					3,500	3,500	3,500	-	
54100 REFUNDS AND CORRECTIONS	8,122	1,788	3,576	700	700	8,000	8,000	-	0.00%
Total	**$ 169,318**	**$ 59,047**	**$ 144,304**	**$ 131,942**	**$ 152,750**	**$ 177,000**	**$ 171,500**	**$ (5,500)**	**-3.11%**

Capital Expenditure	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
55024 Capital Outlay Request-VEHICLES	$ -	-	36,960	$ -				-	#DIV/0!
55044 Capital Outlay Request-FACILITIE	$ -	6,900	$ 10,000	$ 10,000	$ 8,000	$ 10,000	$ 10,000	-	0.00%
Total	**$ -**	**$ 6,900**	**$ 46,960**	**$ 10,000**	**$ 8,000**	**$ 10,000**	**$ 10,000**	**$ -**	**0.00%**

DEBT/DEPRECIATION	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
57250 DEPRECIATION FUND	2,833	1,416	2,833	2,833	2,833	2,833	2,833	-	0.00%
Total	**$ 2,833**	**$ 1,416**	**$ 2,833**	**$ 2,833**	**$ 2,833**	**$ 2,833**	**$ 2,833**	**$ -**	**0.00%**

DPW&U: ELECTRIC DISTRIBUTION

DEPARTMENT OF PUBLIC WORKS & UTILITIES: ELECTRIC DISTRIBUTION

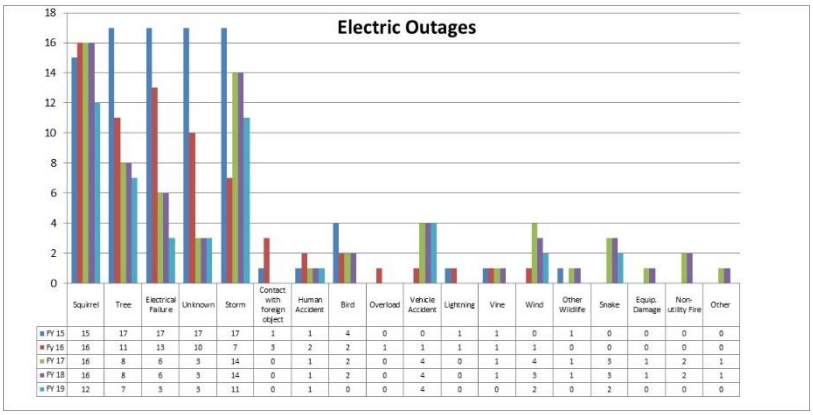
MISSION

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.

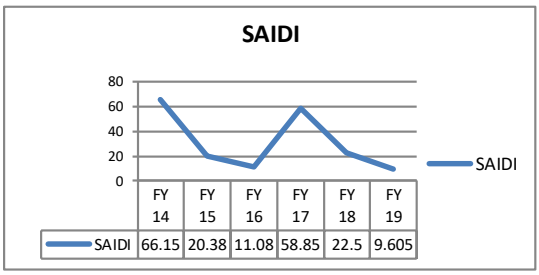
ACHIEVEMENTS

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

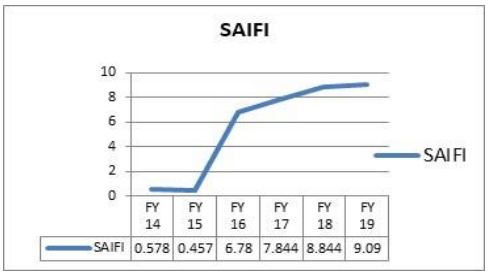
PERFORMANCE MEASURES



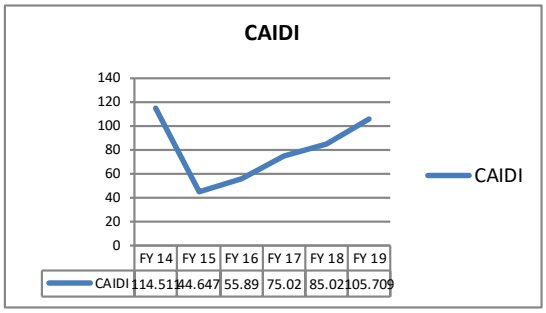
	Squirrel	Tree	Electrical Failure	Unknown	Storm	Contact with foreign object	Human Accident	Bird	Overload	Vehicle Accident	Lightning	Vine	Wind	Other Wildlife	Snake	Equip. Damage	Non-utility Fire	Other
FY 15	15	17	17	17	17	1	1	4	0	0	1	1	0	1	0	0	0	0
Fy 16	16	11	13	10	7	3	2	2	1	1	1	1	1	0	0	0	0	0
FY 17	16	8	6	3	14	0	1	2	0	4	0	1	4	1	3	1	2	1
FY 18	16	8	6	3	14	0	1	2	0	4	0	1	3	1	3	1	2	1
FY 19	12	7	3	3	11	0	1	0	0	4	0	0	2	0	2	0	0	0

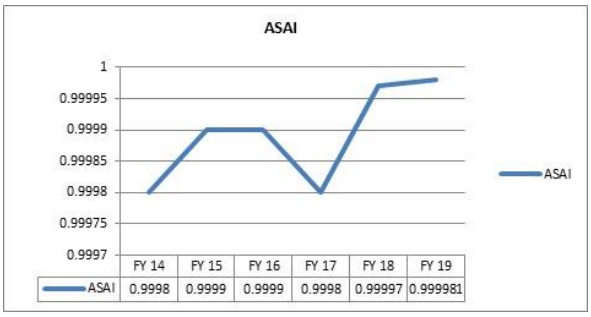


	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19
SAIDI	66.15	20.38	11.08	58.85	22.5	9.605



	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19
SAIFI	0.578	0.457	6.78	7.844	8.844	9.09





PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Install additional trip saver to reduce extended outages and increase system reliability. • Install fifteen auto link units to isolate outages to smaller sections of the distribution system. • Change out 100 poles • Continue conversion of the 4 kv area to 25 kv. • Replace 325 streetlights with LED streetlights. • Convert Willard Road light circuit to underground service. • Complete a solar pilot project on a city owned facility. • Maintain First class electric system.

PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2012	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
Full - Time	10	9	9	**8**	**8**	**8**	**8**	**0**
Part - Time	0	0	0	**0**	**0**	**0**	**0**	**0**
Total	10	9	9	**8**	**8**	**8**	**8**	**0**

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 607,037	$ 329,994	$ 732,762	$ 573,353	$ 533,633	$ 572,903	$ 696,149	$ 123,246	22%
Operational	11,767,998	5,632,031	11,270,896	12,488,468	12,484,369	12,021,579	12,023,579	2,000	0%
Capital	315,845	5,813	181,935	126,000	125,000	238,000	192,000	(46,000)	-19%
Debt	50,000	277,115	527,420	407,842	459,954	486,192	505,812	19,620	4%
Transfer	1,079,567	436,308	872,616	1,212,784	1,079,567	872,615	892,882	20,267	2%
Overhead	333,660	241,001	482,002	297,347	332,660	482,002	462,455	(19,547)	-4%
Total	**$ 14,154,107**	**$ 6,922,262**	**$ 14,067,631**	**$ 15,105,794**	**$ 15,015,183**	**$ 14,673,291**	**$ 14,772,877**	**$ 99,586**	1%

The 2019 – 2020 Electric Distribution budget has a total increase of $99,586 in expense. Significant changes include the following line items.

- Salaries increased due to mid-year market adjustments.
- Debt payments increased to support the lease purchase cost of a Bucket Truck.
- Allocation to the General Fund Transfer increased by $26,267 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 increased 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.

CAPITAL FUNDING

The Electric Distribution Department requests $238,000 in capital expenditures for the following:

- System Improvements: $210,000 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 $32,000; Vehicle: Downpayment of a Bucket Truck for $40,000

DEBT SERVICE

There is $486,192 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 fifth of six payments.
- Bond payment: $342,398. 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: $40,000. This is the estimate for the purchase of a new bucket truck that is mentioned in the Capital Outlay section.

ELECTRIC DISTRIBUTION 340700 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 370,203	$ 197,426	$ 467,626	$ 404,662	$ 356,189	$ 387,172	$ 467,626	$ 80,454	20.78%
50110 OVERTIME SALARIES	47,204	36,550	73,100	20,000	20,000	20,000	20,000	-	0.00%
50200 LABOR FOR SPECIAL	1,189	159	318						
50220 OVERTIME FOR SPECIAL	7,215	3,222	6,444						
50400 SOCIAL SECURITY	34,511	17,598	35,196	32,487	28,778	31,149	37,303	6,155	19.76%
50500 SC RETIREMENT	63,191	34,000	68,000	46,670	51,011	54,602	70,267	15,665	28.69%
50700 WORKMENS COMPENSATION	32,883	13,032	26,064	20,000	26,203	28,370	32,308	3,938	13.88%
51741 GROUP HEALTH INS.	50,004	27,690	55,380	48,927	51,000	51,000	67,913	16,913	33.16%
51750 GROUP LIFE-SC RETIREMENT	637	317	634	607	451	611	731	121	19.76%
Total	**$ 607,037**	**$ 329,994**	**$ 732,762**	**$ 573,353**	**$ 533,633**	**$ 572,903**	**$ 696,149**	**$ 123,246**	21.51%

Operational Expenditure	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
52010 MATERIAL SALES	-	1,802	3,604	2,000	2,000	-	2,000	2,000	#DIV/0!
52100 OFFICE SUPPLIES	133	242	484	300	600	200	200	-	0.00%
PRINTER LEASE	-	226	452					-	0.00%
52125 PRINTING EXPENSE	258	323		100	100	100	100	-	0.00%
52130 POSTAGE	167	142	284	300	300	300	300	-	0.00%
52210 CLEANING SUPPLIES	633	341	682	250	250	500	500	-	0.00%
52220 FUEL OIL LUBRICATION	30,937	15,432	30,864	12,500	12,500	27,000	27,000	-	0.00%
52221 VEHICLE REPAIRS	16,003	11,311	22,622	30,000	30,000	30,000	30,000	-	0.00%
52222 VEH TIRE PURCHASE/REPAIRS	3,181	2,676	5,352	4,000	4,000	4,000	4,000	-	0.00%
52223 VEHICLE MAINTENANCE	8,196	1,340	2,680	10,000	10,000	5,000	5,000	-	0.00%
52225 RADIO MAINT	-	-	-	500	500	500	500	-	0.00%
52226 EQUIPMENT REPAIRS	9,489	3,277	6,554		5,000	5,000	5,000		
52227 EQUIPMENT MAINTENANCE	406	50	100		5,400	5,400	5,400		
52228 EQUIPMENT TIRES	-	90	180		500	500	500		
52240 SAFETY MATERIAL	15,930	9,012	18,024	13,000	13,000	13,000	13,000	-	0.00%
52250 STRT & TRAFFIC LITE MAINT	45,965	27,181	54,362	30,000	30,000	30,000	30,000	-	0.00%
52251 NEW ELECTRIC CONN	640	-	-	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	21,108	12,580	25,160	15,000	15,000	15,000	15,000	-	0.00%
52720 BLDG & GROUND MAINT.	196	-	-	1,500	1,500	1,500	1,500	-	0.00%
52771 SYSTEM MAINTENANCE	182,432	39,057	78,114	100,000	100,000	100,000	100,000	-	0.00%
52773 R O W CLEARING	-	-	-	-	-	-	-	-	0.00%
53030 PROF SERVICES-ENGINEERS	3,067	2,307	4,614	5,000	5,000	5,000	5,000	-	0.00%
53260 UNIFORMS	9,591	6,037	12,074	5,000	5,000	5,000	5,000	-	0.00%
SAFETY CONSULTANT						3,000	3,000	-	
53300 ADVERTISING LEGAL NOTICE	596	744	1,488	200	200	200	200	-	0.00%
53600 ELECTRIC POWER PURCHASE	11,202,786	5,397,910	10,795,820	12,074,218	12,057,919	$11,569,779	$11,569,779	$0	0.00%
53620 GAS	981	73	146	1,000	1,000	1,000	1,000	-	0.00%
53630 POWER CONSUMED	157,693	74,948	149,896	135,000	135,000	150,000	150,000	-	0.00%
53635 TELEPHONE	4,754	1,275	2,550	4,000	4,000	4,000	4,000	-	0.00%
53720 RAILROAD LEASE	202	-	-	-	-	-	-	-	0.00%
53771 Outside Storm Assistnce	-	-	1,556						
53810 RENT - CITY HALL	900	113	900	1,350	1,350	1,350	1,350	-	0.00%
54040 MEMBERSHIP DUES	600	1,228	2,456	500	500	500	500	-	0.00%
54041 EMPLOYEE TRAINING	8,282	7,699	15,398	8,000	8,000	8,000	8,000	-	0.00%
54042 TRAVEL	6,830	234	5,440	2,500	2,500	2,500	2,500	-	0.00%
54050 INCIDENTAL EXPENSE	(953)	11,282	9,000	1,500	1,500	1,500	1,500	-	0.00%
54051 MEDICAL EXPENSES	980	512	1,024	750	750	750	750	-	0.00%
54059 GENERATOR FUEL	-	-	-	5,000	5,000	5,000	5,000	-	0.00%
54060 GENERATOR O&M	31,761	2,325	18,492	8,500	8,500	8,500	8,500	-	0.00%
54078 PUBLIC POWER WEEK	4,254	262	524	3,000	4,000	4,000	4,000	-	0.00%
Total	**$ 11,767,998**	**$ 5,632,031**	**$ 11,270,896**	**$ 12,488,468**	**$ 12,484,369**	**$ 12,021,579**	**$ 12,023,579**	**$ 2,000**	0.02%

Capital Expenditure	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
55023 CAPITAL EQUIPMENT	$ -		$ 20,400		$ -	$ 58,000		(58,000)	0.00%
55024 CAPITAL-VEHICLES	249,876	-	36,000	36,000		80,000	72,000	(8,000)	-10.00%
55044 Capital - Facilities		$ 535	$ 535						0.00%
55050 CAPITAL-SYSTEM	65,969	5,278	125,000	90,000	125,000	100,000	120,000	20,000	20.00%
Total	**$ 315,845**	**$ 5,813**	**$ 181,935**	**$ 126,000**	**$ 125,000**	**$ 238,000**	**$ 192,000**	**$ (46,000)**	**-19.33%**

Debt	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
56010 NOTE PMT- ALTEC TRUCK Di	-	46,603	93,206		46,603	46,603	46,603	-	0.00%
56064 NOTE PMT ALTEC 55' Bucket	-	-	-			40,000	40,000	-	0.00%
56077 NOTE PMT ROW BUCKET e-	-	26,810	26,810	26,879	26,811	26,811	26,811	-	0.00%
56078 Note Payment Truck-bucket	-	-	-					-	0.00%
56210 DEBT PAYMENTS	-	178,702	357,404	336,963	336,540	322,778	342,398	19,620	6.08%
Total Debt	**-**	**252,115**	**477,420**	**363,842**	**409,954**	**436,192**	**455,812**	**19,620**	**4.50%**

Fund Transfers	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
57000 OVERHEAD ALLOCATION	333,660	241,001	482,002	297,347	332,660	482,002	462,455	(19,547)	-5.88%
57001 ALLOCATION TO GFUND	1,079,567	436,308	872,616	1,212,784	1,079,567	872,615	892,882	20,267	1.88%
57250 DEPRECIATION FUND	50,000	25,000	50,000	44,000	50,000	50,000	50,000	-	0.00%
Total Trfr-Funds	1,463,227	702,309	1,404,618	1,554,131	1,462,227	1,404,617	1,405,337	720	0.05%

Total Expenditures	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
Salaries and Wages	$ 607,037	$ 329,994	$ 732,762	$ 573,353	$ 533,633	$ 572,903	$ 696,149	$ 123,246	22%
Operational	11,767,998	5,632,031	11,270,896	12,488,468	12,484,369	12,021,579	12,023,579	2,000	0%
Capital	315,845	5,813	181,935	126,000	125,000	238,000	192,000	(46,000)	-19%
Debt	50,000	277,115	527,420	407,842	459,954	486,192	505,812	19,620	4%
Transfer	1,079,567	436,308	872,616	1,212,784	1,079,567	872,615	892,882	20,267	2%
Overhead	333,660	241,001	482,002	297,347	332,660	482,002	462,455	(19,547)	-4%
Total	**$ 14,154,107**	**$ 6,922,262**	**$ 14,067,631**	**$ 15,105,794**	**$ 15,015,183**	**$ 14,673,291**	**$ 14,772,877**	**$ 99,586**	1%

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 19-20 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	2017-2018 Actual	Through December 2018	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
Full - Time	0	9	0	**4**	**4**	**4**	**5**	1
Part - Time	0	0	0	**0**	**0**	**0**	**0**	0
Total	0	9	0	**4**	**4**	**4**	**5**	1

BUDGETARY ANALYSIS

Total Expenditures	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 18-19 Approved Budget	Percentage Difference
Salaries and Wages	$ 307,178	$ 143,357	$ 286,714	$ 237,159	$ 305,843	$ 324,654	$ 371,141	$ 46,486	14%
Operational	86,503	12,457	24,914	60,700	61,700	71,250	122,450	51,200	72%
Capital	23,900	-	-	-	-	16,000	-	(16,000)	0%
Debt	-	-	54,415	-	-	69,615	67,916	(1,699)	-
Total	**$ 417,581**	**$ 155,814**	**$ 311,628**	**$ 297,859**	**$ 367,543**	**$ 481,519**	**$ 561,507**	**$ 79,987**	17%

Increases are due to the addition of one employee and the anticipation of trees that may need to be removed. 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

There is no Capital funding included in this division budget.

DEBT SERVICE

The ROW Department Debt Service for FY 2019-20 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

RIGHT OF WAY MAINTENANCE 340705 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 182,929	$ 88,365	$ 176,730	$ 137,093	$ 183,116	$ 184,646	$ 211,008	$ 26,362	14.28%
50110 OVERTIME SALARIES	6,525	776	1,552	12,000	10,000	10,000	10,000	-	0.00%
50200 LABOR FOR SPECAIL	-								
50200 OVERTIME FOR SPECIAL	1,032	-	-						
50400 SOCIAL SECURITY	13,565	6,304	12,608	11,406	14,773	14,890	16,907	2,017	13.54%
50500 SC RETIREMENT	25,477	12,748	25,496	16,385	26,187	26,102	31,847	5,745	22.01%
50700 WORKMENS COMPENSATION	43,268	19,771	39,542	31,097	40,158	57,801	60,350	2,549	4.41%
50800 UNEMPLOYMENT CLAIMS	-		-		-	-	-		0.00%
51741 GROUP HEALTH INS.	34,099	15,270	30,540	28,972	31,319	30,923	40,697	9,774	31.61%
51750 GROUP LIFE-SC RETIREMENT	283	123	246	206	290	292	332	40	13.54%
Total	**$ 307,178**	**$ 143,357**	**$ 286,714**	**$ 237,159**	**$ 305,843**	**$ 324,654**	**$ 371,141**	**$ 46,486**	**14%**

Operational Expenditure	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
52010 MATERIAL SALES	-	-	-	-	-	-	-	-	0.0%
52100 OFFICE SUP	-	-	-	300	300	300	300	-	0.0%
52125 PRINT EXP	-	-	-	500	500	300	300	-	0.0%
52130 POSTAGE	98	19	38	300	300	300	300	-	0.0%
52190 CHEMICALS	-	450	900		500	500	500		
52210 CLEAN SUPP	30	-	-	300	300	300	300	-	0.0%
52220 FUEL	1,820	156	312	8,000	8,000	5,000	5,000	-	0.0%
52221 VEH REPAIR	27,788	142	284	15,000	15,000	15,000	15,000	-	0.0%
52222 VEHICLE TI	1,945	1,008	2,016	750	750	2,500	2,500	-	0.0%
52223 VEH MAINT	5,692	3,682	7,364	2,500	2,500	3,500	3,500	-	0.0%
52225 RADIO MAIN	-	-	-	500	500	500	500	-	0.0%
52240 SAFETY MAT	353	-	-	1,500	2,000	2,000	2,000	-	0.0%
52400 SMALL TOOL	2,718	3,388	6,776	5,000	5,000	5,000	5,000	-	0.0%
52720 BLD/GROUND	6,211	822	1,644	1,500	1,500	1,500	1,500	-	0.0%
52771 SYSTEM MAINT	-						-		
52773 ROW CLEARI	28,601	-	-	10,000	10,000	15,000	65,000	50,000	0.0%
Tree Line USA/Arbor day		512	1,024			2,000	2,000	-	
SAFETY CONSULTANT						3,000	3,000	-	
53260 UNIFORMS	1,273	850	1,700	2,800	2,800	2,800	4,000	1,200	0.0%
53300 ADVER-LEGA	505	273	546	500	500	500	500	-	0.0%
53630 POW CONSUMED	831	13	26	2,500	2,500	2,500	2,500	-	0.0%
53635 TELEPHONE	2,561	827	1,654	2,000	2,000	2,000	2,000	-	0.0%
54041 TRAINING	2,390	-	-	3,000	3,000	3,000	3,000	-	0.0%
54042 TRAVEL	30	-	-	500	500	500	500	-	0.0%
54050 INCIDENTAL EXPENSE	2,500	11	22	2,500	2,500	2,500	2,500	-	0.0%
54051 MEDICAL EXPENSES	1,157	304	608	750	750	750	750	-	0.0%
Total	**$ 86,503**	**$ 12,457**	**$ 24,914**	**$ 60,700**	**$ 61,700**	**$ 71,250**	**$ 122,450**	**$ 51,200**	**41.8%**

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIPMEN	-	-	-	-	-	16,000	-	(16,000)	0.00%
55024 CAPITAL EQUIPMENT									0.00%
55025 SEWER I & I CAP UNBUDG-I&I	23,900	-	-					-	0.00%
55044 CAPITAL OUTLAY-FAC	-	-	-	-	-	-	-	-	0.00%
Total	**$ 23,900**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 16,000**	**$ -**	**$ (16,000)**	**$ -**

Debt	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
56010 NOTE PMT-Mower& JARUFF-sh	-	-	17,276		-	17,276	17,276	-	0.00%
56010 NOTE PMT Tractor	-	-	12,304	-	-	12,304	12,304	-	
56010 Note Payment Tree Truck			-			15,200	13,501	(1,699)	
56064 NOTE PMT SKID STEER-I & I n	-	-	24,835		-	24,835	24,835	-	0.00%
Total	**$ -**	**$ -**	**$ 54,415**	**$ -**	**$ -**	**$ 69,615**	**$ 67,916**	**$ (1,699)**	**$ -**

Total Expenditures	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 18-19 Approved Budget	Percentage Difference
Salaries and Wages	$ 307,178	$ 143,357	$ 286,714	$ 237,159	$ 305,843	$ 324,654	$ 371,141	$ 46,486	14%
Operational	86,503	12,457	24,914	60,700	61,700	71,250	122,450	51,200	72%
Capital	23,900	-	-	-	-	16,000	-	(16,000)	0%
Debt	-	-	54,415	-	-	69,615	67,916	(1,699)	-
Total	**$ 417,581**	**$ 155,814**	**$ 311,628**	**$ 297,859**	**$ 367,543**	**$ 481,519**	**$ 561,507**	**$ 79,987**	17%

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 19-20 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 75 manholes. • Apply for CDBG and RIA grants to assist with repairs of sewer lines. • Formulate policy to assist customers in repairing or replacing their sewer service lines. • Training for sewer Pipelogix software and sewer rehab software.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	3	3	3	**5**	**4.5**	**6.5**	**5.5**	**(1.0)**
Part - Time	0	0	0	**0**	**0**	**0**	**0**	**0**
Total	3	3	3	**5**	**4.5**	**6.5**	**5.5**	**(1.0)**

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 185,624	$ 70,935	$ 140,528	$ 204,654	$ 187,351	$ 280,144	$ 310,034	$ 29,890	16%
Operational	1,492,642	624,277	1,329,186	1,559,150	1,598,750	1,281,100	1,389,400	108,300	7%
Capital	255,462	13,596	27,192	40,000	40,000	194,000	240,000	**46,000**	115%
Debt	6,167	3,084	6,167	31,992	6,167	6,167	6,167	-	-
Transfer	164,155	70,195	140,389	142,367	164,155	140,389	140,626	237	(0)
Overhead	50,583	38,773	77,546	38,758	50,583	77,546	72,835	(4,711)	(0)
Total	**$ 2,154,633**	**$ 820,859**	**$ 1,721,008**	**$ 2,016,921**	**$ 2,047,006**	**$ 1,979,346**	**$ 2,159,062**	**$ 179,716**	9%

The Sanitary Sewer Department increased by 179,716. The following items are the increases and decreases for this budget:

- The payment to LCWSC increased by $100,000 due to the rain history trend that increases sewer I & I.
- Sewer Capital increased by $110,000 to expedite the end to the sewer consent order and continuation of reducing sewer I&I.

CAPITAL FUNDING

The Sanitary Sewer Department requests a total of $240,000 in capital expenditures in 2019/2020 to cover the costs associated with the anticipation for the need to conduct significant sewer extensions and repair work,

DEBT SERVICE

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

SANITARY SEWER 340 710 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 130,512	$ 45,663	$ 91,326	$ 135,277	$ 114,310	$ 173,691	$ 189,725	$ 16,034	9.23%
50110 OVERTIME SALARIES	718	28	56	7,500	7,500	7,500	7,500	-	0.00%
50220 OVERTIME FOR SPEC	730	671							
50400 SOCIAL SECURITY	9,746	3,338	6,676	10,922	9,318	13,861	15,088	1,227	8.85%
50500 SC RETIREMENT	19,576	6,616	13,232	15,691	16,517	24,298	28,420	4,122	16.97%
50700 WORKMENS COMPEI	11,505	5,256	10,512	5,901	10,677	20,630	21,098	468	2.27%
50800 UNEMPLOYMENT CI	-			200	200	200	200	-	0.00%
51741 GROUP HEALTH INS.	12,595	9,300	18,600	28,959	28,645	39,692	47,707	8,015	20.19%
51750 GROUP LIFE-SC RETI	242	63	126	203	183	272	296	24	8.85%
Total	**$ 185,624**	**$ 70,935**	**$ 140,528**	**$ 204,654**	**$ 187,351**	**$ 280,144**	**$ 310,034**	**$ 29,890**	16%

Operational Expenditure	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
52010 MATERIAL SALES	-	-	-	100	100	100	100	-	0.00%
52100 OFFICE SUPPLIES	146	105	210	100	200	200	200	-	0.00%
52130 POSTAGE	247	54	108	200	200	200	200	-	0.00%
52190 CHEMICALS	145	367	734	500	500	500	500	-	0.00%
52210 CLEANING SUPPLIES	37	-	-	-	-	-	-	-	0.00%
52220 FUEL OIL LUBRICAT	11,494	5,002	10,004	7,000	7,000	10,000	10,000	-	0.00%
52221 VEHICLE REPAIRS	1,156	229	458	4,000	3,000	3,000	300	(2,700)	-90.00%
52222 VEH TIRE PURCHASE	302	-	-	3,000	2,000	2,000	200	(1,800)	-90.00%
52223 VEHICLE MAINTENA	1,427	179	358	6,000	6,000	2,000	200	(1,800)	-90.00%
52225 RADIO MAINT	-	143	286	250	250	250	250	-	0.00%
52226 EQUIPMENT REPAIR	5,158	489	978		4,000	4,000	4,000		
52227 EQUIPMENT MAINTE	782	-	-		1,500	1,500	1,500		
52228 EQUIPMENT TIRES	366	2,074	4,148		1,000	1,000	1,500		
52240 SAFETY MATERIAL	1,483	1,292	2,584	1,000	1,000	1,000	1,500	500	50.00%
52253 NEW TAPS	-	-	-	-	-	-	-	-	0.00%
52400 SMALL TOOLS EQUII	3,355	1,339	2,678	3,000	3,000	3,000	3,000	-	0.00%
52720 BLDG & GROUND M/	129	-	-	500	500	500	500	-	0.00%
52771 SYSTEM MAINTENAI	81,818	9,639	100,000	65,000	100,000	100,000	115,000	15,000	15.00%
52773 R O W CLEARING	-	85	170	-	-	-	-	-	0.00%
52780 LIFT STATION MAIN	20,382	38	76	15,000	15,000	15,000	15,000	-	0.00%
SAFETY CONSULTANT						3,000	3,000	-	
53030 PROFESSIONAL SERV	155	3,500	7,000	10,000	10,000	10,000	10,000	-	0.00%
53035 PROFESSIONAL SERV	6,504	3,692	7,384					-	0.00%
53260 UNIFORMS	1,342	286	572	1,500	1,500	1,500	2,400	900	60.00%
53300 ADVERTISING LEGAI	202	170	340	150	150	500	500	-	0.00%
53610 LCWSC TRT	1,340,790	588,785	1,177,570	1,420,000	1,420,000	1,100,000	1,200,000	100,000	9.09%
53620 GAS	-	-	-	600	600	600	600	-	0.00%
53630 POWER CONSUMED	11,440	6,045	12,090	10,000	10,000	10,000	9,000	(1,000)	-10.00%
53635 TELEPHONE	1,969	606	1,212	1,000	1,000	1,000	1,000	-	0.00%
53650 SEWER SERVICE	-	-	-					-	0.00%
53776 REGULATORY FEES	-	-	-	6,000	6,000	6,000	3,000	(3,000)	-50.00%
53810 RENT - CITY HALL	900	113	226	1,350	1,350	1,350	1,350	-	0.00%
54040 Membershio Dues	35	45					200	200	0.00%
54041 EMPLOYEE TRAININ	310	-	-	2,000	2,000	2,000	2,500	500	25.00%
54042 TRAVEL	76	-	-	500	500	500	1,500	1,000	200.00%
54050 INCIDENTAL EXPENS	51	-	-	250	250	250	250	-	0.00%
54051 MEDICAL EXPENSES	441	-	-	150	150	150	150	-	0.00%
Total	**$ 1,492,642**	**$ 624,277**	**$ 1,329,186**	**$ 1,559,150**	**$ 1,598,750**	**$ 1,281,100**	**$ 1,389,400**	**$ 108,300**	8%

Capital Expenditure	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
55023 CAPITAL OUTLAY-E(	-	12,375	24,750	40,000	-	20,000	-	(20,000)	-100.00%
55024 CAPTIAL- VEHICLES	225,204				-	44,000	-	(44,000)	
55045 CAPITAL SEWER SYS	-	-	-		40,000	130,000	240,000	110,000	0.00%
55025 SEWER I & I CAP UNI	30,258	1,221	2,442					-	0.00%
55044 CAPITAL OUTLAY-F/	-	-	-	-	-	-	-	-	
Total	**$ 255,462**	**$ 13,596**	**$ 27,192**	**$ 40,000**	**$ 40,000**	**$ 194,000**	**$ 240,000**	**$ 46,000**	115%

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
56079 Note Pay.	-	-	-	25,825	-	-	-	-	0.00%
Total	**$ -**	**$ -**	**$ -**	**$ 25,825**	**$ -**	**$ -**	**$ -**	**$ -**	

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
57250 DEPRECIATION FUNI	6,167	3,084	6,167	6,167	6,167	6,167	6,167	-	0.00%
57000 OVERHEAD ALLOCA	50,583	38,773	77,546	38,758	50,583	77,546	72,835	(4,711)	-6.08%
57001 ALLOCATION TO GF	164,155	70,195	140,389	142,367	164,155	140,389	140,626	237	0.17%
Total Trfrs	**220,905**	**112,051**	**224,102**	**187,292**	**220,905**	**224,102**	**219,628**	**(4,474)**	**-2.00%**

Total Expenditures	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
Salaries and Wages	$ 185,624	$ 70,935	$ 140,528	$ 204,654	$ 187,351	$ 280,144	$ 310,034	$ 29,890	16%
Operational	1,492,642	624,277	1,329,186	1,559,150	1,598,750	1,281,100	1,389,400	108,300	7%
Capital	255,462	13,596	27,192	40,000	40,000	194,000	240,000	**46,000**	115%
Debt	6,167	3,084	6,167	31,992	6,167	6,167	6,167	-	-
Transfer	164,155	70,195	140,389	142,367	164,155	140,389	140,626	237	(0)
Overhead	50,583	38,773	77,546	38,758	50,583	77,546	72,835	(4,711)	(0)
Total	**$ 2,154,633**	**$ 820,859**	**$ 1,721,008**	**$ 2,016,921**	**$ 2,047,006**	**$ 1,979,346**	**$ 2,159,062**	**$ 179,716**	9%

DPW&U: STORM SEWER

DEPARTMENT OF PUBLIC WORKS & UTILITIES: STORM SEWER

MISSION

The mission of the Storm Sewer Division is to improve drainage throughout the City by performing improvement projects, routine maintenance and repair on the City's storm water drainage system.

ACHIEVEMENTS

Exceptional Infrastructure	• Completed repairs to storm drain on Florida Street.

PERFORMANCE MEASURES

Measure	FY15	FY16	FY17	FY 18	FY 19
Miles of Storm Line	53	53	53	53	53
Cross Connections Identified	0	0	0	0	0
Cross Connections Repaired	0	0	0	0	0

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Locate and map 50% of catch basins. • Clean and inspect 50% of city street catch basins • Replace storm drain on W. Centennial Street

PERSONNEL ANALYSIS

Personnel	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
Full - Time	0	0	0	0	0	0	0	0
Part - Time	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 277	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Operational	7,627	12,871	13,242	2,600	8,600	11,600	40,600	29,000	337%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 7,904**	**$ 12,871**	**$ 13,242**	**$ 2,600**	**$ 8,600**	**$ 11,600**	**$ 40,600**	$ 29,000	337%

The 2019/2020 Storm Sewer budget has a total increase of $29,000 from last year's budget. This is due to the increase of funds for more Storm Sewer repairs throughout the city.

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 19/20

Salaries & Wages	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
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%
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	0%

Operational Expenditure	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
52010 MATERIAL SALES	-	-	-	150	150	150	150	-	0.00%
52100 OFFICE SUPPLIES	-						-	-	0.00%
52130 POSTAGE	1	-	-					-	0.00%
52190 CHEMICALS	-	-	-	100	100	100	100	-	0.00%
52210 CLEANING SUPPLIES	605	280	560	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	200	-	0.00%
52720 BLDG & GROUND MA	-	-	-					-	0.00%
52771 SYSTEM MAINTENAN	6,298	25	50		6,000	6,000	30,000		
SAFETY CONSULTANT						3,000	3,000	-	
53030 PROF SERVICES-ENGI	-	12,500	12,500				5,000		
53260 UNIFORMS	-	-	-	-	-	-	-	-	0.00%
53620 GAS	-							-	0.00%
53630 POWER CONSUMED	37	66	132	1,000	1,000	1,000	1,000	-	0.00%
53635 TELEPHONE	486	-	-	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	-	-	-	100	100	100	100	-	0.00%
54051 MEDICAL EXPENSES	-	-	-	-	-	-	-	-	0.00%
Total	**$ 7,627**	**$ 12,871**	**$ 13,242**	**$ 2,600**	**$ 8,600**	**$ 11,600**	**$ 40,600**	**$ 29,000**	337%

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQ	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
55024 CAPITAL VEHICLES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	NA
55044 CAPITAL FACILITES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	NA
55024 CAPITAL SYSTEM	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	NA
55210 BOND PAYMENT	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	NA
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	NA

Total Expenditures	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
Salaries and Wages	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Operational	7,627	12,871	13,242	2,600	8,600	11,600	40,600	29,000	337%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 7,627**	**$ 12,871**	**$ 13,242**	**$ 2,600**	**$ 8,600**	**$ 11,600**	**$ 40,600**	$ 29,000	337%

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 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Replace 5 fire hydrants. • Apply for CDBG funds to replace ageing water infrastructure on Gordon Street. • Complete two tie-in valve installations. • Create a prioritized list of water line replacement needs.

PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2015	Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 16-17 Requested Increase
Full - Time	0	5	5	4.5	4.5	6.5	5.5	(1.0)
Part - Time	0	0	0	0	0	0	0	0
Total	0	5	5	4.5	4.5	6.5	5.5	(1.0)

BUDGETARY ANALYSIS

Total Expenditures	2017-2018 Actual	Through December 2018	Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 16-17 Requested Increase	Percentage Difference
Salaries and Wages	$ 277,501	$ 145,641	$ 291,282	$ 219,058	$ 228,745	$ 330,401	$ 325,874	$ (4,527)	-1%
Operational	414,894	138,947	312,378	294,800	301,150	309,500	278,100	$ (31,400)	-10%
Capital	114,024	36,097	172,194	87,250	132,500	243,000	220,000	$ (23,000)	-9%
Debt	-	53,790	107,580	123,056	301,848	107,582	156,445	$ 48,863	45%
Transfer	215,966	126,392	252,783	168,112	215,966	202,551	200,330	$ (2,221)	-1%
Overhead	65,548	27,847	55,694	50,161	66,548	111,882	103,758	(8,124)	-7%
Total	**$ 1,087,933**	**$ 528,714**	**$ 1,191,911**	**$ 942,437**	**$ 1,246,757**	**$ 1,304,916**	**$ 1,284,507**	**$ (20,409)**	-2%

The 2019-2020 Water Distribution budget has a total decrease of $20,409 in operational expenses from last year. Significant changes include the following line items:

- Salaries and Wages decrease of $4,527 is primarily due to the reduction of one employee.
- Operational decrease of $31,400 is due to the reduction of Engineering services.
- Capital decrease of $23,500 is due to the reduction of capital system upgrade funds
- Debt increase of $48,863 is due to the reallocation of debt due to bond payments.
-

CAPITAL FUNDING

The Water Distribution Division budget includes funding of $223,000 in capital expenditures for the following:

- Equipment: $44,000; 29,000 for Soft Start of High Service Pump and $15,000 for Hyd Power Pack.
- System Maintenance: $160,000 for extension, replacement and repair of water lines
- Facilities 16,000; Fence at DE Tribble area.

DEBT SERVICE

The Water Distribution Division budget includes funding of $156,445 in debt payments for the following:

- Existing Utility Revenue Bonds: $156,445 payment on existing multiple series of utility revenue bonds.

WATER DISTRIBUTION 340720 FY 19/20

Salaries & Wages	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
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%

Operational Expenditure	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
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 EQUIPME	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%

Capital Expenditure	2017-2018 Actual	Through December 2018	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
55023 CAPITAL OUTLAY-EQUIP	3,113	36,097	72,194	21,250	-	18,000	44,000	26,000	144.44%
55024 CAPITAL OUTLAY-VEH	71,648	-	-	6,000	32,500	-	-	-	0.00%
55044 CAP OUTLAY-FACILITY I	-	-	-				16,000	16,000	0.00%
55070 CAPITAL- WATER SYSTE	39,263	-	100,000	60,000	100,000	225,000	160,000	(65,000)	-28.89%
	$ 114,024	$ 36,097	$ 172,194	$ 87,250	$ 132,500	$ 243,000	$ 220,000	$ (23,000)	116%

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
56054 BOND PAYMENT-CO	-	53,790	107,580	123,056	121,848	107,582	156,445	48,863	45.42%
56210 Debt Payments	-				180,000			-	
Total Debt	$ -	$ 53,790	$ 107,580	$ 123,056	$ 301,848	$ 107,582	$ 156,445	$ 48,863	45.42%

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 16-17 Requested Increase	Percentage Difference
57250 Depreciation						6,500	6,500		
57000 OVERHEAD ALLOCATION	65,548	27,847	55,694	50,161	66,548	111,882	103,758	(8,124)	-7.26%
57001 ALLOCATION TO GFUND	215,966	126,392	252,783	168,112	215,966	202,551	200,330	(2,221)	-1.10%
Total Transfers	$ 281,514	$ 154,239	$ 308,477	$ 218,273	$ 282,514	$ 314,433	$ 304,088	$ (10,345)	-3.29%

Total Expenditures	2017-2018 Actual	Through December 2018	Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 16-17 Requested Increase	Percentage Difference
Salaries and Wages	$ 277,501	$ 145,641	$ 291,282	$ 219,058	$ 228,745	$ 330,401	$ 325,874	$ (4,527)	-1%
Operational	414,894	138,947	312,378	294,800	301,150	309,500	278,100	$ (31,400)	-10%
Capital	114,024	36,097	172,194	87,250	132,500	243,000	220,000	$ (23,000)	-9%
Debt	-	53,790	107,580	123,056	301,848	107,582	156,445	$ 48,863	45%
Transfer	215,966	126,392	252,783	168,112	215,966	202,551	200,330	$ (2,221)	-1%
Overhead	65,548	27,847	55,694	50,161	66,548	111,882	103,758	(8,124)	-7%
Total	**$ 1,087,933**	**$ 528,714**	**$ 1,191,911**	**$ 942,437**	**$ 1,246,757**	**$ 1,304,916**	**$ 1,284,507**	**$ (20,409)**	-2%

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	• Mud valves in all flocculators and Settling basins were replaced. • Sodium permanganate is permitted by SCDHEC as an pre-oxidizer which reduces costs. • Rehabilitating the lab in accordance with SC DHEC requirements has begun. • Flushing program in Distribution system has been implemented. • Floccullator gates were repaired. • Achieved AWOP designation from SC DHEC.

PERFORMANCE MEASURES

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

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Complete painting of stairwells, interior, and safety railings. • Continue to replace valve actuators. • Replace benchtop spectrophotometer. • Install new equipment and line, as follows: Remove old chlorine line and install new one. Number 3 River pump. Sweeps in Filters. New soft starts on high service pumps • Continue flushing program in Distribution system • Renovate lab facility.
First Class City	• Meet AWOP standards for drinking water. • Achieve satisfactory rating on annual sanitary survey • Achieve satisfactory rating on Lead and Copper testing. • Ensure that our customers are provided with water that exceeds the minimal drinking water standards established by EPA.

PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2018	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
Full - Time	7	5	6	**7**	**7**	**7**	**7**	0
Part - Time	2	2	2	**2**	**2**	**2**	**0**	0
Total	9	7	8	**9**	**9**	**9**	**7**	0

BUDGETARY ANALYSIS

Total Expenditures	FALSE	Through December 2018	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
Salaries and Wages	$ 482,902	$ 244,825	$ 489,650	$ 505,597	$ 538,545	$ 528,065	$ 501,080	$ (26,985)	-5%
Operational	669,617	307,207	615,014	658,725	685,203	692,437	717,787	25,350	4%
Capital	-	14,915	1,150	50,000	75,000	31,000	158,449	127,449	411%
Debt	502,910	292,809	585,618	501,818	503,647	504,824	445,540	(59,284)	-12%
Transfer	-	-	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	-	-	0%
Total	**$ 1,655,429**	**$ 859,756**	**$ 1,691,432**	**$ 1,716,140**	**$ 1,802,395**	**$ 1,756,326**	**$ 1,822,856**	**$ 66,529**	4%

The 2019/2020 Water Filtration Budget has a total net increase of $66,529 due to the following:

- Salaries and Wages decreased by $26,985 due to new hires with different certifications
- Capital increased by $127,449. Details of capital expenditures are listed below.
- Maintenance Contracts increased by $24,450.
- Debt decreased by $59,284 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 $158,449 for the following items:

- Turbimeters (5) $39,800
- Pratt Valve $25,000
- Filter Control Valves $30,000
- Gear Box for Silo Lime Mixer $ 7,999
- New surface water pump $28,000
- Clearwell $27,650

DEBT SERVICE

The Water Filtration Department has $445,540 budgeted for payment of the Bond Issuances and depreciation funding. Depreciation funding equals $11,650.

WATER FILTRATION 340730 FY 19/20

Salaries & Wages	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
50100 SALARIES	332,661	169,682	339,364	367,738	372,255	364,344	339,329	(25,016)	-6.87%
50110 OVERTIME SALARIES	11,171	5,278	10,556	6,000	8,000	8,000	8,000	-	0.00%
50400 SOCIAL SECURITY	25,583	12,913	25,826	28,591	29,090	28,484	26,571	(1,914)	-6.72%
50500 SC RETIREMENT	49,818	24,113	48,226	41,074	51,563	49,931	50,050	119	0.24%
50700 WORKMENS COMPENSAT	17,882	8,172	16,344	15,286	16,597	16,196	15,405	(791)	-4.88%
50800 UNEMPLOYMENT CLAIM	-	-	-	-	-	-	-	-	0.00%
51741 GROUP HEALTH INS.	45,319	24,450	48,900	46,357	60,471	60,551	61,205	654	1.08%
51750 GROUP LIFE-SC RETIREM	468	217	434	551	570	559	521	(38)	-6.72%
Total	**$ 482,902**	**$ 244,825**	**$ 489,650**	**$ 505,597**	**$ 538,545**	**$ 528,065**	**$ 501,080**	**$ (26,985)**	-5%

Operational Expenditure	2017-2018 Actual	Through December 2018	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
52100 OFFICE SUPPLIES	269	193	386	400	400	400	400	-	0.00%
52110 OFFICE EQUIP - MAINT.	-	-	-	775	775	-	-	-	#DIV/0!
52120 PRINTER LEASE	1,433	755	1,510	4,200	4,200	4,200	4,200	-	-
52125 PRINTING EXPENSE	84	-	-	1,250	1,250	1,250	1,250	-	0.00%
52130 POSTAGE	5,792	1,434	2,868	2,000	7,000	6,000	2,000	(4,000)	-66.67%
52210 CLEANING SUPPLIES	221	-	-	500	500	500	500	-	0.00%
52220 FUEL OIL LUBRICATION	1,234	726	1,452	1,800	1,800	1,800	1,800	-	0.00%
52221 VEHICLE REPAIRS	-	264	528	300	300	300	300	-	0.00%
52222 VEH TIRE PURCHASE/REP	237	-	-	250	250	250	250	-	0.00%
52223 VEHICLE MAINTENANCE	132	745	1,490	200	200	500	500	-	0.00%
52225 RADIO MAINT	225	-	-	500	500	500	500	-	0.00%
52240 SAFETY MATERIAL	2,507	1,037	2,074	1,600	1,600	1,600	1,600	-	0.00%
52280 WATER TREATMENT CHE	71,358	48,186	96,372	145,000	85,000	85,000	85,000	-	0.00%
52281 SLUDGE DISPOSAL	7,112	1,407	2,814	25,000	25,000	25,000	25,000	-	0.00%
52282 LAB CHEMICALS	65,414	27,303	54,606	45,000	45,000	55,000	60,000	5,000	9.09%
52400 SMALL TOOLS EQUIPMEN	705	336	672	500	500	500	500	-	0.00%
52720 BLDG & GROUND MAINT	5,092	1,682	3,364	5,000	5,000	5,000	5,000	-	0.00%
52771 SYSTEM MAINTENANCE	83,717	16,258	32,516	75,000	40,000	40,000	40,000	-	0.00%
RIVER PUMP MAINTENAN	28,805	11,598	23,196		35,000	35,000	40,000	5,000	100.00%
DUNCAN CREEK MAINTE	11,140								
52773 R O W CLEARING	-	-	-	-	-	-	-	-	0.00%
53000 PROF SERVICES	-	-	-	-	-	-	-	-	0.00%
53029 LAB TESTING	11,024	2,705	5,410	7,500	11,600	11,600	6,000	(5,600)	-48.28%
SAFETY CONSULTANT						3,000	3,000	-	
						-	-	-	0.00%
53030 PROF SERVICES-ENGINEE	-	1,780	3,560	20,000	20,000	20,000	20,000	-	0.00%
53260 UNIFORMS	949	1,027	2,054	1,200	1,200	1,200	1,700	500	41.67%
53300 ADVERTISING LEGAL NO	347	106	212	300	300	300	300	-	0.00%
53620 GAS	1,502	479	958	1,000	1,000	1,000	1,000	-	0.00%
53630 POWER CONSUMED	328,844	162,703	325,406	270,000	335,896	337,637	337,637	-	0.00%
53635 TELEPHONE	3,021	716	1,432	3,000	12,432	5,000	5,000	-	0.00%
53640 WATER CONSUMED	-	-	-					-	0.00%
53650 SEWER SERVICE	-	-	-					-	0.00%
53774 MAINTENANCE CONTRAC	10,591	4,752	9,504	9,600	9,600	10,500	34,950	24,450	232.86%
53776 REGULATORY FEES	18,900	18,352	36,704	21,000	21,050	21,050	21,050	-	0.00%
53810 RENT - CITY HALL	933	117	234	-	-	-	-	-	0.00%
54040 MEMBERSHIP DUES	110	-	600	600	600	600	600	-	0.00%
54041 EMPLOYEE TRAINING	3,392	365	730	3,000	4,000	4,000	4,000	-	0.00%
54042 TRAVEL	2,558	1,601	3,202	1,500	2,500	3,000	3,000	-	0.00%
54050 INCIDENTAL EXPENSE	1,969	580	1,160	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%
Total	$ 669,617	$ 307,207	$ 615,014	$ 658,725	$ 685,203	$ 692,437	$ 717,787	$ 25,350	#DIV/0!

Capital Expenditure	2017-2018 Actual	Through December 2018	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
55023 CAPITAL OUTLAY-EQUIPMENT		14,340	-	-	-	31,000	-	(31,000)	0%
55044 CAP OUTLAY-FACILITY I	-	575	1,150	50,000	75,000	-	158,449	158,449	#DIV/0!
Toal Capital	**$ -**	**$ 14,915**	**$ 1,150**	**$ 50,000**	**$ 75,000**	**$ 31,000**	**$ 158,449**	**$ 127,449**	411.12%

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
56210 DEBT PAYMENTS	500,210	291,459	582,918	499,118	500,947	502,124	433,890	(68,234)	-13.59%
Total Debt/	500,210	291,459	582,918	499,118	500,947	502,124	433,890	(68,234)	-13.59%

Debt Service/ Fund Transfers	2017-2018 Actual	Through December 2018	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
57250 DEPRECIATION FUND	2,700	1,350	2,700	2,700	2,700	2,700	11,650	8,950	331.48%
Total /Depr	2,700	1,350	2,700	2,700	2,700	2,700	11,650	8,950	331.48%

Total Expenditures	FALSE	Through December 2018	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
Salaries and Wages	$ 482,902	$ 244,825	$ 489,650	$ 505,597	$ 538,545	$ 528,065	$ 501,080	$ (26,985)	-5%
Operational	669,617	307,207	615,014	658,725	685,203	692,437	717,787	25,350	4%
Capital	-	14,915	1,150	50,000	75,000	31,000	158,449	127,449	411%
Debt	502,910	292,809	585,618	501,818	503,647	504,824	445,540	(59,284)	-12%
Transfer	-	-	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	-	-	0%
Total	**$ 1,655,429**	**$ 859,756**	**$ 1,691,432**	**$ 1,716,140**	**$ 1,802,395**	**$ 1,756,326**	**$ 1,822,856**	**$ 66,529**	4%

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	• Continued to maintain the fleet within limited budgets.
Exceptional Infrastructure	• Replace Computer analyzer for maintenance diagnostics • Closed in two additional workbays to accommodate large trucks.

PERFORMANCE MEASURES

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

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Fiscal Stability	• Reduce outsourced vehicle repairs to less than $50,000 per year. • Update computer system, readers, and tools in the fleet maintenance facility.
Exceptional Infrastructure	• Install maintenance pit for access beneath large vehicles.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	1	1	1	**1**	**1**	**2**	**2**	0
Part - Time	0	0	0	**0**	**0**	**0**	**0**	0
Total	1	1	1	**1**	**1**	**2**	**2**	0

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 81,916	$ 58,584	$ 117,168	$ 57,256	$ 67,776	$ 118,236	$ 122,269	$ 4,034	3%
Operational	43,091	11,616	23,232	7,950	7,950	16,450	26,280	$ 9,830	60%
Capital	51,898	257	99,000	-	60,000	99,000	4,500	$ (94,500)	-95%
Total	**$ 176,905**	**$ 70,457**	**$ 239,400**	**$ 65,206**	**$ 135,726**	**$ 233,686**	**$ 153,049**	**$ (80,636)**	-35%

The Fleet Budget decreased by $80,636 due to reduction in Capital expenditures for FY 19/20.

CAPITAL FUNDING

The Fleet Services Division's Budget has $4,500 in capital funding for facilities upgrades.

DEBT SERVICE

The Fleet Services Division has no debt service budgeted.

FLEET 350735 FY 19/20

Salaries & Wages	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
50100 SALARIES	41,130	30,449	60,898	39,676	40,850	76,727	78,287	1,560	2.03%
50110 OVERTIME SALARIES	12,002	9,617	19,234	1,800	1,800	1,800	1,800	-	0.00%
50400 SOCIAL SECURITY	3,630	2,840	5,680	3,173	3,263	6,007	6,127	119	1.99%
50500 SC RETIREMENT	7,693	5,709	11,418	4,558	5,783	10,530	11,485	955	9.07%
50700 WORKMENS COMPEN	6,435	2,941	5,882	2,146	4,000	5,900	4,916	(984)	-16.68%
50800 UNEMPLOYMENT CL/	-	-	-	50	50	50	50	-	0.00%
51741 GROUP HEALTH INS.	10,998	7,010	14,020	5,795	11,971	17,103	19,484	2,381	718%
51750 GROUP LIFE-SC RETIF	28	18	36	58	59	118	120	2	1.99%
Total	**$ 81,916**	**$ 58,584**	**$ 117,168**	**$ 57,256**	**$ 67,776**	**$ 118,236**	**$ 122,269**	**$ 4,034**	6%

Operational Expenditure	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
52100 OFFICE SUPPLIES	135	25	50	50	50	50	200	150	300.00%
52190 CHEMICALS	1,951	597	1,194	1,200	1,200	2,000	2,000	-	0.00%
52210 CLEANING SUPPLIES	85	-	-	300	300	300	300	-	0.00%
52220 FUEL OIL LUBRICATI(	4,398	841	1,682	1,200	1,200	2,000	2,000	-	0.00%
52221 VEHICLE REPAIRS	6	104	208	300	300	500	500	-	0.00%
52222 VEH TIRE PURCHASE/	259	-	-	300	300	500	500	-	0.00%
52223 VEHICLE MAINTENAN	932	1,500	3,000	-	-	-	1,000	1,000	0.00%
52226 EQUIPMENT REPAIR	140	-	-				280		
52227 EQUIPMENT MAINT.	1,183	-	-				500		
52225 RADIO MAINT	-	-	-	-	-	-	-	-	0.00%
52240 SAFETY MATERIAL	355	2,253	4,506	150	150	150	2,000	1,850	1233.33%
52400 SMALL TOOLS EQUIP!	14,436	2,943	5,886	2,500	2,500	6,000	7,000	1,000	16.67%
52720 BLDG & GROUND MA!	17,406	2,326	4,652	250	250	250	250	-	0.00%
SAFETY CONSULTANT						3,000	3,000	-	
53260 UNIFORMS	554	1,002	2,004	550	550	550	1,100	550	100.00%
53620 GAS	-	-	-	400	400	400	400	-	0.00%
53630 POWER CONSUMED	326	25	50	400	400	400	400	-	0.00%
53635 TELEPHONE	435	-	-	250	250	250	250	-	0.00%
54041 EMPLOYEE TRAINING	-	-	-	-	-	-	3,500	3,500	#DIV/0!
54042 TRAVEL	-	-	-	-	-	-	1,000	1,000	#DIV/0!
54050 INCIDENTAL EXPENS!	220	-	-	100	100	100	100	-	0.00%
54051 MEDICAL EXPENSES	270	-	-	-	-	-		-	0.00%
Total	**$ 43,091**	**$ 11,616**	**$ 23,232**	**$ 7,950**	**$ 7,950**	**$ 16,450**	**$ 26,280**	**$ 9,050**	**#DIV/0!**

Capital Expenditure	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
55023 CAPITAL OUTLAY-EQUIP!	21,898	257	49,000	-	30,000	49,000	-	(49,000)	100.00%
55024 CAPITAL VEHICLES	$ 30,000	$ -	$ 50,000		$ 30,000	$ 50,000	$ -	(50,000)	100%
55044 CAPITAL FACILITIES	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,500	$ -	0%
Total	**$ 51,898**	**$ 257**	**$ 99,000**	**$ -**	**$ 60,000**	**$ 99,000**	**$ 4,500**	**$ (99,000)**	100%

Total Expenditures	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
Salaries and Wages	$ 81,916	$ 58,584	$ 117,168	$ 57,256	$ 67,776	$ 118,236	$ 122,269	$ 4,034	3%
Operational	43,091	11,616	23,232	7,950	7,950	16,450	26,280	$ 9,830	60%
Capital	51,898	257	99,000	-	60,000	99,000	4,500	$ (94,500)	-95%
Total	**$ 176,905**	**$ 70,457**	**$ 239,400**	**$ 65,206**	**$ 135,726**	**$ 233,686**	**$ 153,049**	**$ (80,636)**	-35%

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 **.7**9. • Maintained at-fault vehicle and equipment damage incidents to four (4) or below • Implemented new EAP

PERFORMANCE MEASURES

RISK MANAGEMENT PERFORMANCE MEASURES

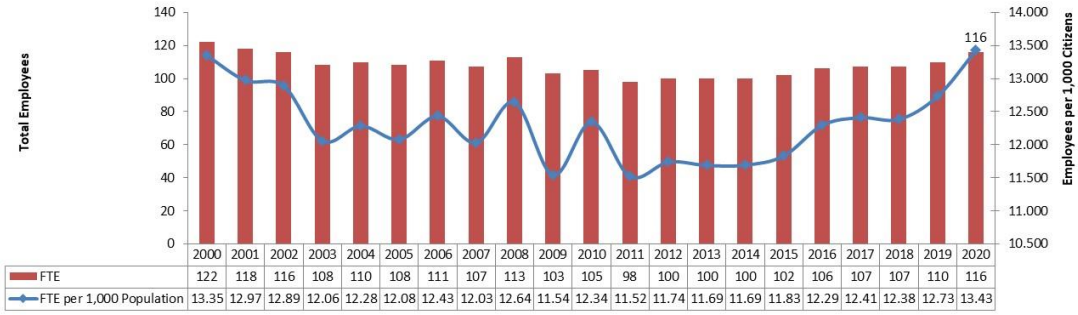
Performance Measures Type	Description	FY15	FY16	FY17	FY18	FY19
Risk Assessment	Outside assessments conducted	3	4	6	4	7
Risk Assessment	Potential OSHA Violations Found	3	5	4	5	6
Risk Assessment	OSHA Violations Corrected	3	5	4	5	6
Claim Frequency & Severity	Maximum Targeted Claim Frequency (Events)	12	10	10	8	10
Claim Frequency & Severity	Actual Claim Frequency (Events)	16	8	4	3	3

Claim Frequency & Severity	Total Cost of Injury	$20,995*	$1,770	$14,425**	$2,100	$14,425
Claim Frequency & Severity	Average Cost per Claim	$1,750	$ 221	$4,106	$700	$4,106
Claim Frequency & Severity	State Average Cost per Claim CY 15	$13,889	$14,700	$27,400	$25,000	$27,400
Claim Frequency & Severity	% 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.

Employment Efficiencies



	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
FTE	122	118	116	108	110	108	111	107	113	103	105	98	100	100	100	102	106	107	107	110	116
FTE per 1,000 Population	13.35	12.97	12.89	12.06	12.28	12.08	12.43	12.03	12.64	11.54	12.34	11.52	11.74	11.69	11.69	11.83	12.29	12.41	12.38	12.73	13.43

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

First Class City	• 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. • Maintain at-fault vehicle and equipment damage incidents to three (3) or below • Complete filing system update. • Revamp employee orientation program.

PERSONNEL ANALYSIS

Personnel	2017-2018 Actual	Through December 2018	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
Full - Time	1	1	1	1	1	1	1.0	-
Part - Time	0	0	0	0	0	0	1.0	1.0
Total	1	1	1	1	1	1	1.0	1.0

BUDGETARY ANALYSIS

Total Expenditures	2017-2018 Actual	Through December 2018	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
Salaries and Wages	$ 74,545	$ 38,781	$ 77,562	$ 66,829	$ 71,881	$ 88,745	$ 104,256	15,511	17%
Operational	13,617	2,852	15,704	28,050	27,125	17,675	29,675	12,000	68%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 88,162**	**$ 41,633**	**$ 93,266**	**$ 94,879**	**$ 99,006**	**$ 106,420**	**$ 133,931**	$ 27,511	26%

The department of Risk Management increased by $27,511 due to the increases in salary and wages and the addition of a Salary wage survey and Employee Assistance Program(EAP).

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 19/20

Salaries & Wages	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
50100 SALARIES	$ 59,696	$ 31,103	$ 62,206	$ 55,020	$ 57,633	$ 71,000	$ 83,130	$ 12,130	17.08%
50400 SOCIAL SECURITY	4,212	2,204	4,408	4,209	4,409	5,432	6,359	928	17.08%
50500 SC RETIREMENT	8,456	4,482	8,964	6,047	7,815	10,231	11,979	1,748	17.08%
50700 WORKMENS COMPENSAT	2,088	954	1,908	1,471	1,938	1,976	2,663	687	34.77%
51741 GROUP HEALTH INS. 600 C	-	-	-	-	-	-	-	-	0.00%
51750 GROUP LIFE-SC RETIREMI	93	38	76	82	86	107	125	18	17.08%
Total	**$ 74,545**	**$ 38,781**	**$ 77,562**	**$ 66,829**	**$ 71,881**	**$ 88,745**	**$ 104,256**	**$ 15,511**	22%

Operational Expenditure	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
52100 OFFICE SUPPLIES	301	-	-	1,900	1,300	1,300	1,300	-	0.00%
52120 PRINTER LEASE	-	-	-	600	600	-	-	-	#DIV/0!
52130 POSTAGE	59	23	46	100	75	75	75	-	0.00%
52220 FUEL OIL LUBRICATION	17	20	40	250	150	150	150	-	0.00%
52223 VEHICLE MAINTENANCE	-	-	-	-	-	-	-	-	0.00%
52240 SAFETY MATERIAL	-	-	-	1,100	1,100	1,500	1,500	-	0.00%
53030 PROF SERVICES-ENGINE	-	-	10,000	10,000	10,000	-	10,000	10,000	#DIV/0!
53260 UNIFORMS	-	-	-	250	250	250	250	-	0.00%
53630 POWER CONSUMED	1,055	31	62	1,300	1,500	1,500	1,500	-	0.00%
53635 TELEPHONE	2,014	571	1,142	3,000	2,500	2,500	2,500	-	0.00%
54040 MEMBERSHIP DUES	736	-	-	500	500	500	550	50	10.00%
54041 EMPLOYEE TRAINING	1,615	-	-	2,700	2,700	2,850	2,850	-	0.00%
54042 TRAVEL	2,883	664	1,328	2,650	2,700	2,850	3,000	150	5.26%
54050 INCIDENTAL EXPENSE	641	43	86	500	500	500	500	-	0.00%
54051 MEDICAL EXPENSES	3,198	1,106	2,212	1,200	1,250	1,500	2,000	500	33.33%
54056 SAFETY INCENTIVE	1,098	394	788	2,000	2,000	2,200	3,500	1,300	59.09%
Total	**$ 13,617**	**$ 2,852**	**$ 15,704**	**$ 28,050**	**$ 27,125**	**$ 17,675**	**$ 29,675**	**$ 12,000**	44%

Capital Expenditure	2017-2018 Actual	Through December 2018	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
55023 CAPITAL OUTLAY-EQUIPM	-	-	-	-	-	-	-	-	0.00%
55024 CAPTITAL VEHICLES'	-	-	-	-	-	-	-	-	0.00%
55023 CAPITAL FACILITIES	$ -	$ -	$ -			$ -	$ -	-	0%
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	0%

Total Expenditures	2017-2018 Actual	Through December 2018	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
Salaries and Wages	$ 74,545	$ 38,781	$ 77,562	$ 66,829	$ 71,881	$ 88,745	$ 104,256	15,511	17%
Operational	13,617	2,852	15,704	28,050	27,125	17,675	29,675	12,000	68%
Capital	-	-	-	-	-	-	-	-	0%
Total	**$ 88,162**	**$ 41,633**	**$ 93,266**	**$ 94,879**	**$ 99,006**	**$ 106,420**	**$ 133,931**	$ 27,511	26%

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 sold waste removal at a cost that is reasonable to the public and is responsive to the citizen's needs.

ACHIEVEMENTS

First Class City	• To improve efficiency and allow staff time for other duties, purchased a new side loader garbage truck.
Fiscal Stability	• Promoted composting, recycling, and mulching to the public to reduce natural debris removal costs. • Improved use of GPS system to reduce operating costs. • Reduced operating costs by adjusting schedule to a four day pick up system.

PERFORMANCE MEASURES

SANITATION PERFORMANCE MEASURES

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

PROPOSED FY 19-20 OPERATIONAL GOALS AND OBJECTIVES

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

Exceptional Infrastructure	• Continue to provide the following services: Recycling, garbage, leaves, limbs, and man-made pick-ups.
Fiscal Stability	• Promote composting, recycling, and mulching to the public to reduce natural debris removal costs. • Identify new sources of revenue, including potential recycling projects. • Conduct business analysis on natural debris mulching in the city instead of contracting it out as we currently do. • Implement mulch grinding plan.

PERSONNEL ANALYSIS

Personnel	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
Full - Time	9	6	6	**7**	**7**	**0**	**4.5**	0
Part - Time	0	0	0	**0**	**0**	**0**	**0**	0
Total	9	6	6	**7**	**7**	**0**	**4.5**	0

BUDGETARY ANALYSIS

Total Expenditures	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
Salaries and Wages	$ 333,337	$ 135,455	$ 270,910	$ 272,241	$ 355,353	$ 228,941	$ 241,263	$ 12,322	5%
Operational	118,191	37,755	75,510	145,175	139,675	63,790	132,375	68,585	108%
Capital	-	-		20,000	20,000	-	15,000	15,000	100%
Debt	144,659	28,615	32,376	50,744	113,922	44,471	124,588	80,117	180%
Total	**$ 596,187**	**$ 201,825**	**$ 378,796**	**$ 488,160**	**$ 628,950**	**$ 337,202**	**$ 513,226**	**$ 176,024**	**52%**

Plans to not outsource the functions of the Sanitation department are reflected in this department, will account for the large increase of $176,024.

CAPITAL FUNDING

Sanitation plans to purchase a truck from another division through an internal transfer of $15,000.

DEBT SERVICE

The Sanitation Division has a total annual debt service of $124,498 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 $32,848.

SANITATION 340475 FY 19/20

Salaries & Wages	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
50100 SALARIES	$ 229,875	$ 94,883	$ 189,766	$ 168,696	$ 228,443	$ 159,500	$ 144,705	$ (14,795)	-9%
50110 OVERTIME SALARIES	9,153	3,426	6,852	10,000	10,000	4,000	4,000	-	0%
50400 SOCIAL SECURITY	17,760	7,262	14,524	13,670	18,241	12,508	11,376	(1,132)	-9%
50500 SC RETIREMENT	31,993	14,003	28,006	19,639	32,333	21,925	21,428	(497)	
50700 WORKMENS COMPENSAT	4,364	-	-	19,366	21,000	-	21,600	21,600	100%
50800 UNEMPLOYMENT CLAIMS	-	-	-	50	50	-	50	50	100%
51741 GROUP HEALTH INS.	39,874	15,771	31,542	40,504	45,000	30,788	37,925	7,137	23%
51750 GROUP LIFE-SC RETIREMI	318	110	220	316	286	220	178	(42)	-19%
Total	**$ 333,337**	**$ 135,455**	**$ 270,910**	**$ 272,241**	**$ 355,353**	**$ 228,941**	**$ 241,263**	**$ 12,322**	5%

Operational Expenditure	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
52100 OFFICE SUPPLIES	44	-	-	75	75	-	75	75	100%
52125 PRINTING EXPENSE	307	178	356	250	250	200	500	300	150%
52190 CHEMICALS	11	19	38	50	50	-	1,000	1,000	100%
52210 CLEANING SUPPLIES	605	280	560	200	200	-	200	200	100%
52220 FUEL OIL LUBRICATION	13,423	5,210	10,420	20,000	16,000	10,400	20,000	9,600	92%
52221 VEHICLE REPAIRS	30,236	1,878	3,756	45,000	45,000	3,500	30,000	26,500	757%
52222 VEH TIRE PURCHASE/REP.	5,580	708	1,416	8,000	7,000	800	8,000	7,200	900%
52223 VEHICLE MAINTENANCE	5,361	4,980	9,960	5,000	5,000	5,000	5,000	-	0%
52225 RADIO MAINT	-	-	-	200	200	-	-	-	0%
52240 SAFETY MATERIAL	3,327	2,528	5,056	2,500	2,500	2,500	2,500	-	0%
52400 SMALL TOOLS EQUIPMEN	624	96	192	300	300	100	300	200	200%
52450 GARBAGE CONTAINERS	5,261	4,375	8,750	5,000	5,000	4,500	5,000	500	11%
52720 BLDG & GROUND MAINT.	-	-	-	200	200	-	200	200	100%
53260 UNIFORMS	3,259	557	1,114	3,500	3,000	1,100	3,500	2,400	218%
SAFETY CONSULTANT						-	1,500		
53300 ADVERTISING LEGAL NOT	580	251	502	800	800	300	500	200	67%
53620 GAS	-	-	-	350	350	-	350	350	100%
53630 POWER CONSUMED	705	29	58	2,000	2,000	50	2,000	1,950	3900%
53635 TELEPHONE	487	20	40	750	750	40	750	710	1775%
53763 LANDFILL EXPENSES	36,110	8,921	17,842	35,000	35,000	20,000	35,000	15,000	75%
53779 PROF SERVICES-LANDFILI	12,150	7,425	14,850	15,000	15,000	15,000	15,000	-	0%
54041 EMPLOYEE TRAINING	121	300	600	400	400	300	400	100	33%
54050 INCIDENTAL EXPENSE	-	-	-	200	200	-	200	200	100%
54051 MEDICAL EXPENSES	-	-	-	400	400	-	400	400	100%
Total	**$ 118,191**	**$ 37,755**	**$ 75,510**	**$ 145,175**	**$ 139,675**	**$ 63,790**	**$ 132,375**	**$ 68,585**	108%

Capital Expenditure	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
5023 Capital - Equipment	$ -	$ -	$ -	$ 20,000	$ -	$ -	$ 15,000	$ 15,000	100%
5024 Capital - Vehicles	-	-	-		20,000	-	-	-	0%
5044 Capital - Facilities	-	-	-			-	-	-	0%
Total	**$ -**	**$ -**	**$ -**	**$ 20,000**	**$ 20,000**	**$ -**	**$ 15,000**	**$ 15,000**	0%

Debt Service/ Fund Transfers	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
56065 NOTE PAY GRAPPLE TRU(	16,690	16,689	17,524	16,690	20,000			-	0.00%
56064 NOTE PAY - Knuckle Boom		-				24,971	24,971	$ 0	0.00%
56065 NOTE PAY - Garbage Truck							51,769	51,769	100.00%
57000 OVERHEAD ALLOCATION	93,911	4,500	-	-	93,922	4,500	11,208	6,708	149%
57001 ALLOCATION TO GFUND						-	21,640	$ 21,640	100.00%
57250 DEPRECIATION FUND	34,058	7,426	14,852	34,054		15,000	15,000	-	0.00%
Total Debt	144,659	28,615	32,376	50,744	113,922	44,471	124,588	80,117	70.33%

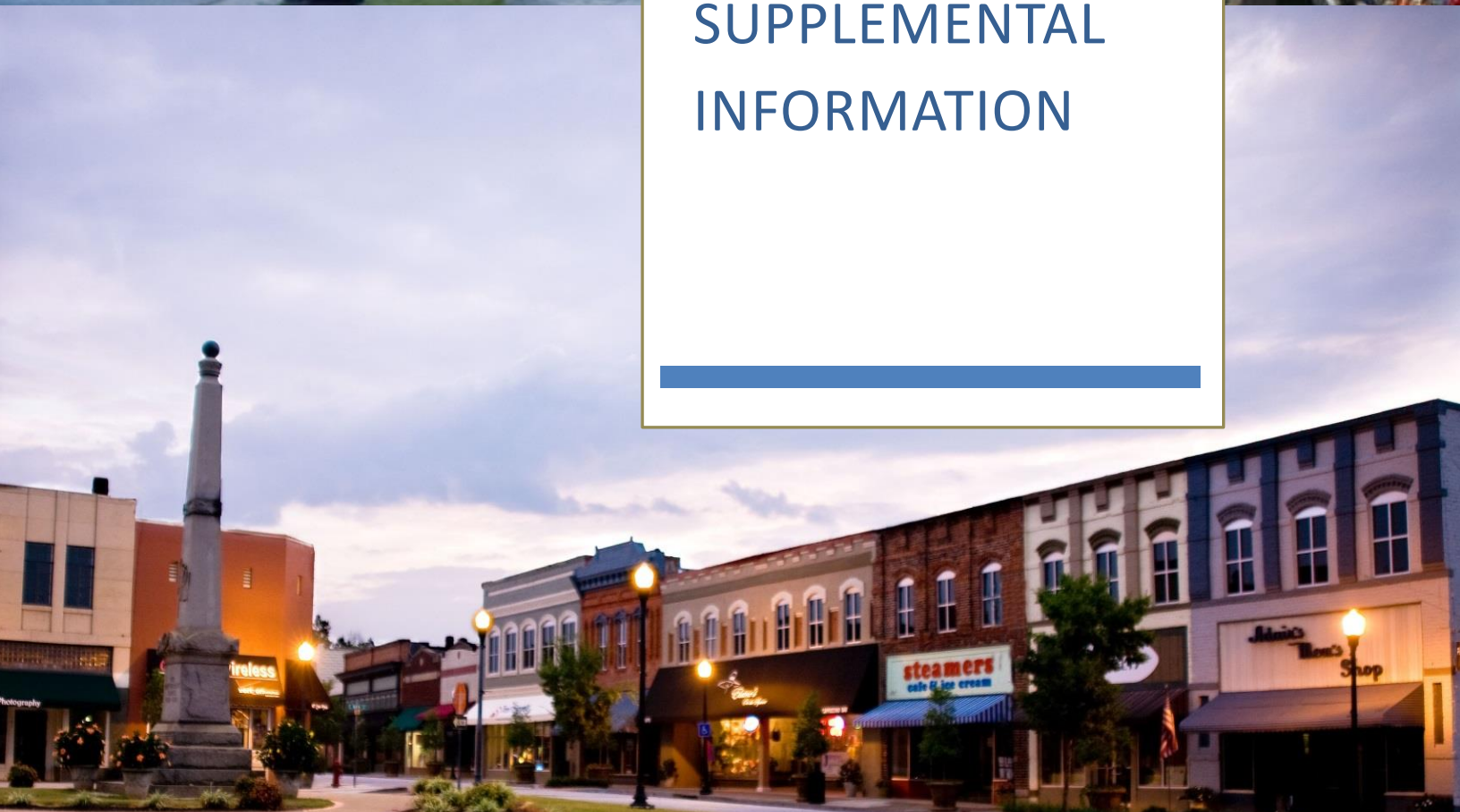
Total Expenditures	2017-2018 Actual	Through December 2018	FY 18-19 Year End Projections	FY 16-17 Approved Budget	FY 17-18 Approved Budget	FY 18-19 Approved Budget	FY 19-20 Requested Budget	FY 19-20 Requested Increase	Percentage Difference
Salaries and Wages	$ 333,337	$ 135,455	$ 270,910	$ 272,241	$ 355,353	$ 228,941	$ 241,263	$ 12,322	5%
Operational	118,191	37,755	75,510	145,175	139,675	63,790	132,375	68,585	108%
Capital	-	-		20,000	20,000	-	15,000	15,000	100%
Debt	144,659	28,615	32,376	50,744	113,922	44,471	124,588	80,117	180%
Total	**$ 596,187**	**$ 201,825**	**$ 378,796**	**$ 488,160**	**$ 628,950**	**$ 337,202**	**$ 513,226**	**$ 176,024**	**52%**

City of Clinton Annual Budget

Fiscal Year 2019-2020

CLINTON
South Carolina

SUPPLEMENTAL INFORMATION



SOURCES AND USES OF FUNDS

SUPPLEMENTAL DATA: CHART OF MAJOR AND NON-MAJOR FUNDS

Budget Summary FY 19-20

	Major Funds			Special Funds					
Revenues	General Fund	Utility Fund	Total FY 19-20 Major Funds Budget	Sewer I&I	Capital Equipment Funds (Depr. Funds)	Hospitality/ Local Accomm. Tax funds	Economic Developemnt	Total FY 19-20 Special Funds Budget	Total FY 19-20 All Funds Budget
Taxes	$ 873,806	$ -	$ 873,806	$ -	$ -		$ -	$ -	$ 873,806
Fees	$ 575,000	$ -	$ 575,000	$ -	$ -	$ -	$ -	$ -	$ 575,000
Licenses & Inspections	$ 926,000	$ -	$ 926,000	$ -	$ -	$ -	$ -	$ -	$ 926,000
Intergovernmental	$ 1,072,000	$ -	$ 1,072,000	$ -	$ -	$ -	$ -	$ -	$ 1,072,000
Fines & Forfeitures	$ 162,000	$ -	$ 162,000	$ -	$ -	$ -	$ -	$ -	$ 162,000
Interest Income	$ 20,000	$ -	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ 20,000
Sales & Services	$ 503,569	$ -	$ 503,569	$ -	$ -	$ -	$ -	$ -	$ 503,569
CNNGA	$ 842,609	$ -	$ 842,609	$ -	$ -	$ -	$ -	$ -	$ 842,609
Special Funds Carryforward	$ -	$ -	$ -	$ 225,000	$ 45,000	$ 600,000		$ 870,000	$ 870,000
Electric Revenue	$ -	$ 16,206,393	$ 16,206,393	$ -	$ -	$ -	$ -	$ -	$ 16,206,393
Sewer Revenue	$ -	$ 2,742,013	$ 2,742,013	$ -	$ -	$ -	$ -	$ -	$ 2,742,013
Sewer Tap Fees	$ -	$ 2,100	$ 2,100	$ -	$ -	$ -	$ -	$ -	$ 2,100
Sewer I & I	$ -	$ 151,835	$ 151,835	$ 180,000	$ -	$ -	$ -	$ 180,000	$ 331,835
Water Revenue	$ -	$ 3,961,790	$ 3,961,790	$ -	$ -	$ -	$ -	$ -	$ 3,961,790
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		$ 459,381	$ 459,381						
Penalties Collected	$ -	$ 295,000	$ 295,000	$ -	$ -	$ -	$ -	$ -	$ 295,000
Miscellaneous Revenue	$ -	$ 45,000	$ 45,000	$ -	$ -	$ -	$ -	$ -	$ 45,000
Material & Equipment Sales	$ -	$ 10,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ 10,000
Customer Connections	$ -	$ 35,000	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ 35,000
Interdepatmental Sales	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cable Vision - Pole Rental	$ -	$ 12,000	$ 12,000	$ -	$ -	$ -	$ -	$ -	$ 12,000
Bell South - Pole Rental	$ -	$ 1,600	$ 1,600	$ -	$ -	$ -	$ -	$ -	$ 1,600
Sale of Equipment	$ -	$ 5,000	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ 5,000
Interest Income	$ -	$ 1,000	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ 1,000
TOTAL SOURCE OF FUNDS	$ 4,974,984	$ 23,957,713	$ 28,932,697	$ 405,000	$ 45,000	$ 600,000	$ -	$ 1,050,000	$ 29,523,316

	Major Funds			Special Funds					
Expenditures/Expenses	General Fund	Utility Fund	Total FY 19-20 Major Funds Budget	Sewer I&I	Capital Equipment Funds (Depr. Funds)	Hospitality/ Local Accomm. Tax funds	Economic Development	Total FY 19-20 Special Funds Budget	Total FY 19-20 All Funds Budget
General Government	$ 1,570,799	$ -	$ 1,570,799	$ -	$ -		$ -	$ -	$ 1,570,799
Public Safety	$ 3,342,219	$ -	$ 3,342,219	$ -	$ -		$ -	$ -	$ 3,342,219
Streets	$ 631,440	$ -	$ 631,440	$ -	$ -		$ -	$ -	$ 631,440
Museum	$ 25,247	$ -	$ 25,247	$ -	$ -		$ -	$ -	$ 25,247
Cultural & Education	$ 830,252	$ -	$ 830,252	$ -	$ -		$ -	$ -	$ 830,252
Community & Economic Development	$ 282,013	$ -	$ 282,013	$ -	$ -		$ -	$ -	$ 282,013
Sanitation	$ -	$ 502,018	$ 502,018	$ -	$ -		$ -	$ -	$ 502,018
Other Financing Sources	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	$ 250,000	$ 1,250,000	$ 1,250,000
Accommodations	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -
Public Works Administration	$ -	$ 1,353,619	$ 1,353,619	$ -	$ -		$ -	$ -	$ 1,353,619
IT Department	$ -	$ 671,555	$ 671,555	$ -	$ -		$ -	$ -	$ 671,555
Utility Billing	$ -	$ 490,924	$ 490,924	$ -	$ -		$ -	$ -	$ 490,924
Electric Distribution	$ -	$ 13,417,540	$ 13,417,540	$ -	$ -		$ -	$ -	$ 13,417,540
Sanitary Sewer	$ -	$ 1,945,601	$ 1,945,601		$ -		$ -	$ -	$ 1,945,601
Right of Way Maintenance		$ 561,507	$ 561,507	$ -	$ -		$ -	$ -	$ 561,507
Storm Sewer	$ -	$ 40,600	$ 40,600	$ -	$ -		$ -	$ -	$ 40,600
Water Distribution	$ -	$ 980,419	$ 980,419	$ -	$ -		$ -	$ -	$ 980,419
Water Filtration	$ -	$ 1,822,856	$ 1,822,856	$ -	$ -		$ -	$ -	$ 1,822,856
Maintenance	$ -	$ 153,049	$ 153,049	$ -	$ -		$ -	$ -	$ 153,049
Risk Management	$ -	$ 133,931	$ 133,931	$ -	$ -		$ -	$ -	$ 133,931
Special Fund Expenditures	$ -	$ -	$ -	$ 293,044	$ 86,500		$ 850,000	$ 1,229,544	$ 1,229,544
Transfers	$ -	$ 1,884,095	$ 1,884,095	$ -	$ -		$ -	$ -	$ 1,884,095
Principal portion of lease payments	$ 198,747	$ -	$ 198,747	$ -	$ -		$ -	$ -	$ 198,747
TOTAL USE OF FUNDS	$ 6,880,716	$ 23,957,713	$ 30,838,429	$ 293,044	$ 86,500	$ 1,000,000	$ 1,100,000	$ 2,479,544	$ 33,317,972
Fund Balance/Equity									
Fund Balance, beginning of year	$ 5,474,875	$ 10,523,581	$ 15,998,456	$ 628,331	$ 491,897	$ 4,649,512	$ 1,123,086	$ 2,243,314	$ 17,613,439
Changes-Increases/(decreases)	$ -	$ 0	$ 0	$ 111,956	$ (41,500)	$ (400,000)	$ (1,100,000)	$ (1,429,544)	$ (1,429,544)
Fund Balance, end of year	$ 5,474,875	$ 10,523,581	$ 15,998,456	$ 740,287	$ 450,397	$ 4,249,512	$ 23,086	$ 1,213,770	$ 16,183,896

GLOSSARY OF TERMS

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 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 of 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 foods 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.

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

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

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

50400 SOCIAL SECURITY

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

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

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

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

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

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

54702 PROMOTION FUND – 3% BALANCE

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.

54703 TOURISM – RELATED FUND – 35%

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.

54111 JURY DUTY FEES

Fees associated with the use of a jury trial.

81760 ACCIDENTAL DEATH INSURANCE

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

51770 GROUP LIFE POLICE – SOUTH CAROLINA RETIREMENT

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

51741 GROUP HEALTH INSURANCE

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

51750 GROUP LIFE – SOUTH CAROLINA RETIREMENT

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

53020 LEGAL FEES

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

50700 WORKER'S COMPENSATION

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

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

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.

53610 LCWSC TREATMENT

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

52100 OFFICE SUPPLIES

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

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

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

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

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

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

52240 SAFETY MATERIAL

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.

52250 STREET LIGHT MAINTENANCE

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

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

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

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.

53000 PROFESSIONAL SERVICES – AGENT

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.

53029 LAB TESTING – OUTSIDE SERVICES

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

53030 PROFESSIONAL SERVICES

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.

53031 GIS – MAINT., SOFTWARE, UPGRADES

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

53635 TELEPHONE

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

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

52130 POSTAGE

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

54042 TRAVEL

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.

53300 ADVERTISING

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

52125 PRINTING

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

50700 UNEMPLOYMENT CLAIMS

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

53540 CITIZEN TREE SERVICE

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

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

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

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

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.

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.

52251 NEW ELECTRICAL CONNECTIONS

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

52252 NEW RENTAL LIGHT CONNECTIONS

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

52253 NEW SEWER/WATER TAPS

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

52725 EQUIPMENT MAINTENANCE/SERVICE

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

53277 SOFTWARE MAINTENANCE

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

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

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.

53760 STREET MAINTENANCE

Funds in this account are provided for routine street maintenance

53763 LANDFILL FEES

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

52221 VEHICLE REPAIRS

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.

52222 VEHICLE TIRE PURCHASES

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.

5223 VEHICLE MAINTENANCE

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

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

52772 TREE AND ROW MAINTENANCE

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

52773 R. O. W. CLEARING

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.

53810 RENT – CITY HALL

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.

53910 YMCA

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.

52930 PARKS

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

52940 UPTOWN BEAUTIFICATION

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.

54010 ELECTIONS

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

54015 ANNEXATIONS

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

54041 EMPLOYEE TRAINING

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

53025 BANKING SERVICES

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

54029 ECONOMIC DEVELOPMENT CORPORATION

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

54031 SPECIAL NEEDS, DISABILITIES AND UNITED WAY

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

54032 MAIN STREET PROGRAM

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

54040 MEMBERSHIP DUES

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

54045 MORALE AND WELFARE

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

54046 SPECIAL EVENTS

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

54050 INCIDENTAL EXPENSES

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

54051 MEDICAL EXPENSES

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.

54052 CODE BOOKS

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

54054 MEDICAL EXPENSES/EQUIPMENT/FIRST RESPONDER EQUIPMENT

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.

54056 SAFETY INCENTIVES

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

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.

54057 GRANT EXPENSES

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

54059 GENERATOR FUEL

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

54060 GENERATOR MAINTENANCE

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.

54700 ALLOCATION TO GENERAL FUND

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

56066 NOTE PAYMENT – EQUIPMENT

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

56070 NOTE PAYMENT – FIRE TRUCK

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

57080 UTILITIES TRANSFER TO COMBINED UTILITY SYSTEM

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

54090 INDUSTRIAL PARK PROGRAM

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

54100 REFUNDS AND CORRECTIONS

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

54101 STATE FINE TRANSFER

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

54110 FINES – REFUNDS

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.

54200 VICTIM'S RIGHTS

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

54300 911 EXPENSES

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

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.

54400 NFRIS REPORTING

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.

53900 ANIMAL CONTROL-POUND POLICE

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

56010 NOTE PAYMENT – ELECTRIC EQUIPMENT

This account provides the funds necessary to make the lease/purchase payments for the new electric equipment.

55023 CAPITAL – EQUIPMENT

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.

55024 CAPITAL – VEHICLES

This line item is provided for the purchase of the city department's capital vehicle purchases.

55044 CAPITAL – FACILITIES

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.

55050 CAPITAL – SYSTEM

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.

57000 OVERHEAD ALLOCATION

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.

57007 CONTRIBUTION TO GENERAL FUND

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

Funds in this account are provided for repayment of a bond used to upgrade the Electrical System and

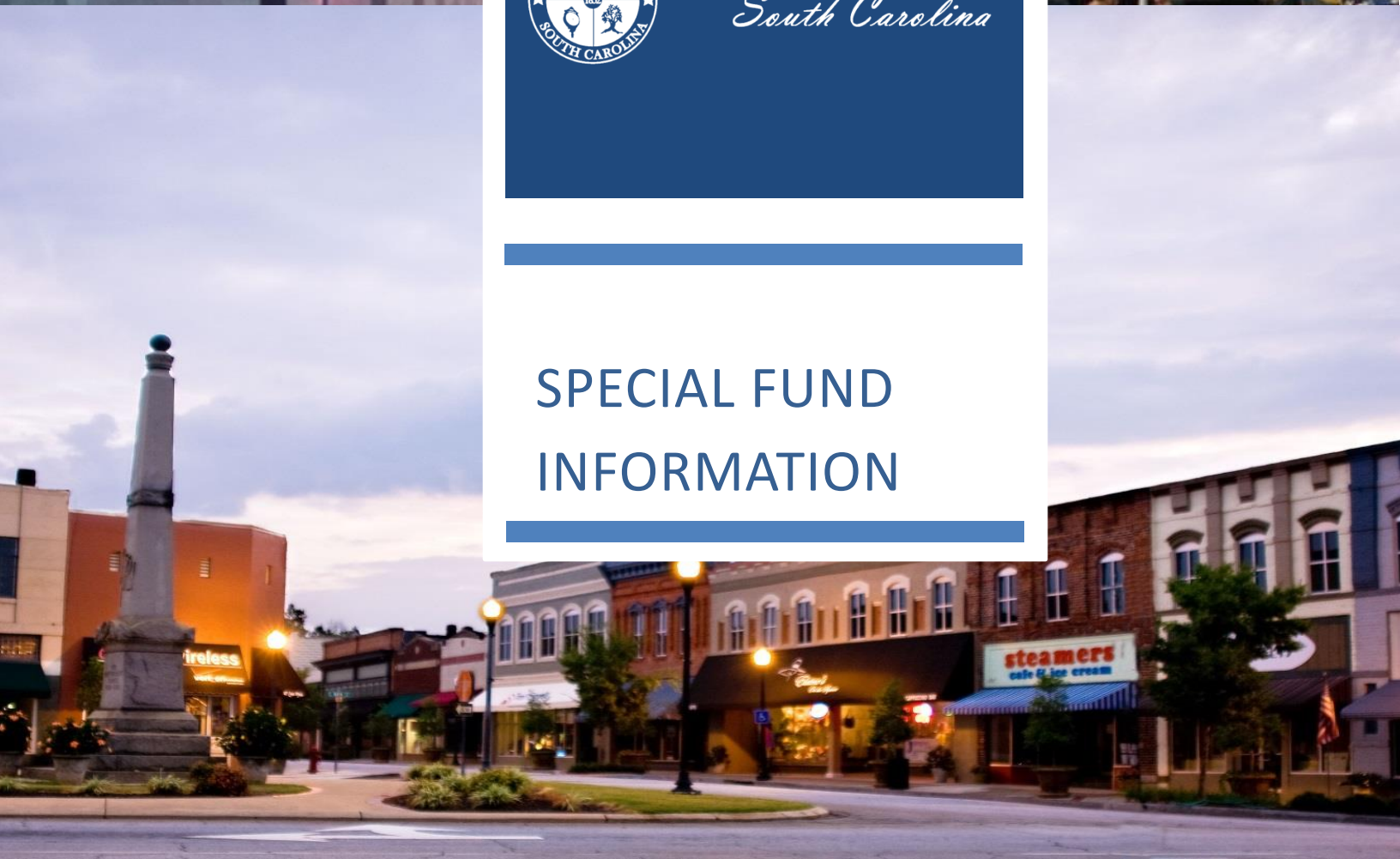
refinance an outstanding bond used for Filter Plant upgrade.

City of Clinton Annual Budget

Fiscal Year 2019-2020

CLINTON South Carolina

SPECIAL FUND INFORMATION



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.

Residential Sewer Customer	$3.00 Per month
Institutional Sewer Customer	*$8.00 per month*
Commercial Sewer Customer	*$3.00 Per month plus $0.0005 per gallon of metered water*

PRIMARY GOALS AND OBJECTIVES FOR FY 2019/2020

Salaries & Wages	• Funds to cover the cost of three FTE positions totaling $147,887 will be transferred from the I&I fund to the various departments that the personnel are allocated to: - Lead Sewer Technician, Water & Sewer Division, Department of Public Works - Sewer Technician I, Water & Sewer Division, Department of Public Works - Right of Way Technician I, Right of Way Maintenance Division, Department of Public Works
Operations, Maintenance, and Equipment	• $10,000 for small tools and equipment needed for ROW Maintenance and Sewer Maintenance • $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. • $100,000 in project support funding to be used for repair and reconstruction of sanitary sewer lines. • $17,276 for the third of five annual lease purchase payments for a giraffe mobile right of way cutter. Page 148 • $12,394 for the third of three annual lease purchase payments- ROW tractor. Pg148 • $24,834 for the third of five annual lease purchase payments-ROW cutter. Pg148 • 13,501 for the bucket and body for the tree truck. Pg 148

FUTURE GOALS AND OBJECTIVES

Salaries & Wages	• 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.
Operations, Maintenance, and Equipment	• 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. Small tools and equipment funding is projected through FY 22. • 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. • 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. • The city will fund the acquisition of four pieces of ROW maintenance equipment through various term lease purchases as outlined in the detail below.

Special Fund - Sewer I&I

Revenues	FY 16/17 Revenues	FY 17/18 Revenues	FY 18/19 Revenues	FY 19/20 Revenues	FY 20/21 evenues	Fy 21/22 Revenues
Anticipated Account Balance July 1	$ 998,723	$ 827,355	$ 663,462	$ 511,729	$ 381,819	$ 273,786
Anticipated I&I Revenues	$ 180,000	$ 180,000	$ 180,000	$ 180,000	$ 180,000	$ 180,000
TOTAL	**$ 1,178,723**	**$ 1,007,355**	**$ 843,462**	**$ 691,729**	**$ 561,819**	**$ 453,786**

Expenditures - Salaries and Wages	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	$ 89,128	$ 90,911	$ 92,729	$ 94,584	$ 96,475	$ 98,405
Overtime	$ -	$ -	$ -	$ -	$ -	$ -
Social Security	$ 7,223	$ 7,367	$ 7,515	$ 7,665	$ 7,818	$ 7,975
SC Retirement	$ 10,301	$ 10,507	$ 10,717	$ 10,931	$ 11,150	$ 11,373
Group Health Insurance	$ 23,162	$ 23,625	$ 24,098	$ 24,580	$ 25,072	$ 25,573
Group Health Life-SC Ret.	$ 141	$ 144	$ 147	$ 150	$ 153	$ 156
Worker's Compensation	$ 9,307	$ 9,493	$ 9,683	$ 9,876	$ 10,074	$ 10,275
Total	**$ 139,262**	**$ 142,047**	**$ 144,888**	**$ 147,786**	**$ 150,741**	**$ 153,756**

Expenditures - Operations, Maint., & Equipment	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	$ 10,000	$ 10,000	$ 10,000	$ 5,000	$ 5,000	$ 5,000
3030 Professional Services - Engineers	$ 30,000	$ 30,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
Project Support Funds	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Manhole Sealing Equipment and Trailer	$ -	$ -	$ -	$ -	$ -	$ -
Cap. Equipment - Minijaruff cutter $85,000 for 5 years @ 2%	$ 17,291	$ 17,291	$ 17,291	$ 17,291	$ 17,291	$ -
Cap. Equipment - ROW Cutter $110,000 for 5 years @ 2%	$ 24,834	$ 24,834	$ 24,834	$ 24,834		
Cap. Equipment - ROW Cutter (Bush Hog)	$ 10,000					
Cap. Equipment - ROW Tractor - $58000 over 3 yrs @ 2%	$ 19,982	$ 19,720	$ 19,720	$ -	$ -	$ -
Total	**$ 212,107**	**$ 201,845**	**$ 186,845**	**$ 162,125**	**$ 137,291**	**$ 120,000**

Total 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	$ -	$ 139,262	$ 142,047	$ 144,888	$ 147,786	$ 150,741	$ 153,756
Operational		$ 212,107	$ 201,845	$ 186,845	$ 162,125	$ 137,291	$ 120,000
Total		**$ 351,368**	**$ 343,892**	**$ 331,733**	**$ 309,911**	**$ 288,032**	**$ 273,756**

Analysis	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Revenue	**$ 1,178,723**	**$ 1,007,355**	**$ 843,462**	**$ 691,729**	**$ 561,819**	**$ 453,786**
Expenditure	**$ 351,368**	**$ 343,892**	**$ 331,733**	**$ 309,911**	**$ 288,032**	**$ 273,756**
Difference	**$ 827,355**	**$ 663,462**	**$ 511,729**	**$ 381,819**	**$ 273,786**	**$ 180,030**

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 19/20 SPENDING PLAN

The City intends to manage the fund as follows for Fiscal Year 2019 / 2020:

FUND CONTRIBUTIONS

Office of the City Manager	$9,000
Department of Administrative Services	$2,833
Department of Public Works	$158,167
Departments of Police/Fire	$60,500
Department of Community & Economic Development	$0
Total Contributions FY 20	**$230,500**

FUND EXPENDITURES

Office of the City Manager	$0	
Department of Administrative Services	$0	
Department of Public Works	$41,500	Replacement of Water Filtration equipment
Department of Public Safety	$40,000	Replacement of one law enforcement vehicle
Department of Community & Economic Development	$0	
Total Expenditures FY 20	**$81,500**	

FUND ANALYSIS

Total Contributions FY 16	$188,504
Total Expenditures FY 16	$165,922
Fund Balance Profit / (Loss)	**$22,582**
Total Carryover From FY 16	$447,296
Project Fund Balance June 30, 2016	**$469,878**

Total Contributions FY 17	$226,764
Total Expenditures FY 17	$430,000
Fund Balance Profit / (Loss)	**($203,236)**
Total Carryover From FY 16	$ 469,878
Project Fund Balance June 30, 2017	**$ 266,642**

Total Contributions FY 18	$198,710
Total Expenditures FY 18	$ 86,500
Fund Balance Profit / (Loss)	**$ 112,210**
Total Carryover From FY 17	$ 266,642
Project Fund Balance June 30, 2018	**$ 378,852**

Total Contributions FY 19	$232,764
Total Expenditures FY 19	$ 79,439
Fund Balance Profit / (Loss)	**$ 153,325**
Total Carryover From FY 18	$ 402,344
Project Fund Balance June 30, 2019	**$ 555,669**

Total Contributions FY 20	$230,500
Total Expenditures FY 20	$ 81,500
Fund Balance Profit / (Loss)	**$ 149,000**
Total Carryover From FY 19	$ 555,669
Project Fund Balance June 30, 2020	**$ 704,669**

City of Clinton Annual Budget

Fiscal Year

2019-2020

CAPITAL IMPROVEMENT PLAN

This page intentionally left blank.

CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2019-2023

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 19-20

	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
FISCAL YEAR 2019-20											
Community Development											
Advertising/tourism									10,000		
Streetscapes											
No. V Broad-Carolina Cross walks											125,000
No. V South Broad-1st year											100,000
Recreation Facilities							1,000,000				
Public Works											
Facilities		35,000									
Water Improvements		100,000									
S> Broad St Sewer Current Bonds					250,000						
Collection System Replacements						150,000					
CCTV Equip						75,000					
Storm Sewer		10,000									
Actuators 5 @1700		27,500									
Truck		27,000									
Pratt Valve		25,000									
Turbimeters		6,800									
Public Safety											
Patrol Cars	90,000									45,000	
LOST											
SRT Gear			10,500								
Body Camera			4,000								
Records Mgmt			30,000								
SUBTOTAL FY 19-20	90,000	231,300	44,500	-	250,000	225,000	1,000,000	-	10,000	45,000	225,000

FISCAL YEAR 2020-21	YEAR 2										FY 20-21
	FUNDS										
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Grants	State Accommo-dations Taxes	Depreciation Funds	Grants
Community Development											
Advertising/tourism									10,000		
Streetscapes											-
No. VI South Broad-2nd year											550,000
FAÇADE							50,000				
Recreation Facilities							1,000,000				
Public Works											
Facilities		35,000									
Water Improvements		100,000									
Vac Truck						180,000					
Colleciton Lines						150,000					
Storm Sewer lines		10,000									
SCADA		75,000									
Elevated Tank		75,000									
Public Safety											
Patrol Cars	90,000									45,000	
PUMPER TRUCK/LOAN DEPR LOST	300,000		150,000							50,000	
$ 500,000.00											
LOST											
SRT Gear			10,500								
Body Camera			4,000								
Records Mgmt			30,000								
SUBTOTAL FY 20-21	390,000	295,000	194,500	-	-	330,000	1,050,000	-	10,000	95,000	550,000

FISCAL YEAR 2021-22	YEAR 3										FY 21-22
	FUNDS										
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Grants	State Accommo-dations Taxes	Depreciation Funds	Grants
Community Development											
Advertising/tourism									10,000		
Streetscapes											-
No. VII W. Main to Laurens sT							200,000				550,000
FAÇADE							50,000				
Recreation Facilities							1,000,000				
Public Works											
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									
Public Safety											
Patrol Cars	90,000									45,000	
LOST											
SRT Gear			10,500								
Body Camera			4,000								
Records Mgmt			30,000								
Fire Base Station			10,000								
SUBTOTAL FY 21-22	90,000	320,000	54,500	-	-	150,000	1,250,000	-	10,000	45,000	550,000

FISCAL YEAR 2022-23	YEAR 4										FY 2022-23
	FUNDS										
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Grants	State Accommo-dations Taxes	Depreciation Funds	Grants
Community Development											
Advertising/tourism									10,000		
Streetscapes											-
No. VIII Gary & Hampton							400,000				550,000
Parking lot construction in City							200,000	200,000			
Recreation Facilities							1,000,000				
Public Works											
Facilities		35,000									
Water Improvements		100,000									
Colleciton Lines						150,000					
Storm Sewer lines		10,000									
Elevated Tank		75,000									
Public Safety											
Patrol Cars	90,000									45,000	
LOST											
SRT Gear			10,500								
Body Camera			4,000								
Records Mgmt			30,000								
SUBTOTAL FY 22-23	90,000	220,000	44,500	-	-	150,000	1,600,000	200,000	10,000	45,000	550,000

FISCAL YEAR 2023-24	YEAR 5										FY 2023-24
	FUNDS										
	GF Operating	UF Operating	LOSTfunds	GO Bonds	UF Bonds	Sewer I & I	LOCAL Accomm. Hospitality Funds	Grants	State Accommo-dations Taxes	Depreciation Funds	Grants
Community Development											
Advertising/tourism									10,000		
Streetscapes											-
No. VIII Gary & Hampton							400,000				550,000
Parking lot construction in City							200,000	200,000			
Recreation Facilities							1,000,000				
Public Works											
Facilities		35,000									
Water Improvements		100,000									
Colleciton Lines						150,000					
Storm Sewer lines		10,000									
Elevated Tank		75,000									
Public Safety											
Patrol Cars	90,000									45,000	
LOST											
SRT Gear			10,500								
Body Camera			4,000								
Records Mgmt			30,000								
SUBTOTAL FY 23-24	90,000	220,000	44,500	-	-	150,000	1,600,000	200,000	10,000	45,000	550,000
Total FIVE years	750,000	1,286,300	382,500	-	250,000	1,005,000	6,500,000	400,000	50,000	275,000	2,425,000