



*City of Orangeburg
Fiscal Year 2019-2020 Budget Book*



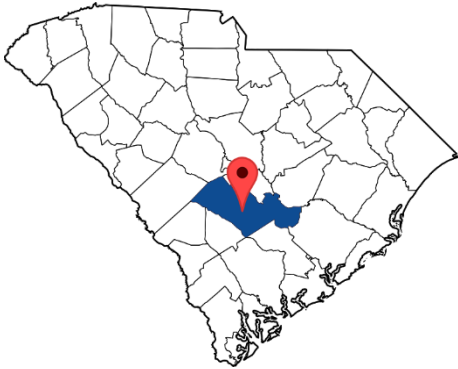
FISCAL YEAR 2019-2020
BUDGET BOOK



City of Orangeburg

Orangeburg At A Glance

The City of Orangeburg, located in the heart of South Carolina, was founded in 1704 and incorporated in 1883. The area of the city covers approximately 7.40 square miles. Orangeburg County covers an area of 1,111 square miles located near the center of South Carolina. The nearest large city is the state capital, Columbia. Charleston and leading beach resorts are nearby.

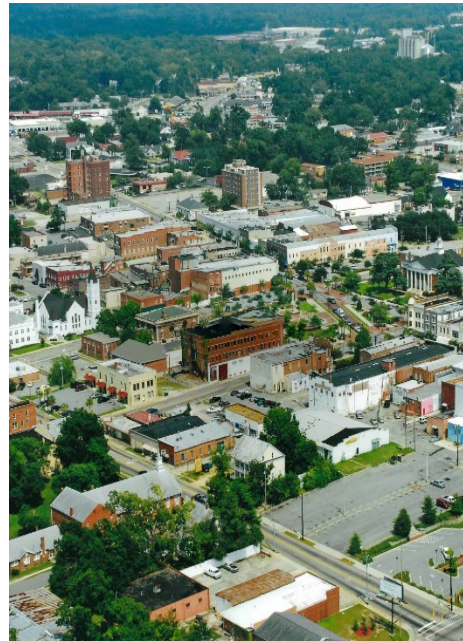


County residents are principally employed in occupations related to commerce, agriculture or manufacturing. Industry is well balanced and diversified with manufacturing plants in chemicals, lumber and woodworking, textiles, and textile equipment. Manufacturing products include pharmaceuticals, ball and roller bearings, clothing and other textiles, fiberglass products, fishing equipment, food stuff, lawnmowers, livestock feed, packaging, plastic molds, stuffed toys, teflon tubing, valves, wall paneling, articulated pistons for diesel. Some of the top employers in the Orangeburg Area are as follows:

- Regional Medical Center of Orangeburg
- Husqvarna Outdoors Products
- SI Group
- Allied Air Enterprises
- Food Lion LLC
- Koyo Corporation of USA
- Zeus Industrial Products
- GKM Aerospace

There are two (2) railways (Norfolk Southern & CSX), one (1) city owned Airport and two (20 international airports within an hour's drive.

Orangeburg is home to one (1) four-year private college, two (2) universities, one (1) two-year technical college, and one (1) vocational school.



The City of Orangeburg holds home to many points of interests for tourists as well as its citizens. For those who may be interested in history and viewing historical sites, you may find these places interesting:

- ~ Alex Salley Archives Building
- ~ Claflin University
- ~ Orangeburg National Fish Hatchery
- ~ Judge Glover's Home
- ~ Old Presbyterian Cemetery
- ~ Orangeburg County Fine Arts Building
- ~ Pioneer Graveyard

Then while visiting the Edisto River be sure to visit the Edisto Memorial Gardens that holds home to part of the American Rose Garden and the American Rose Society selections. Also, the Edisto Memorial Gardens has many other attractions including some of the following:

- ~ Andrew Berry Terrace Garden
- ~ Butterfly Garden
- ~ Centennial Park
- ~ Spray Park
- ~ Water Wheel
- ~ Works of Sculpture
- ~ Disc Golf Course
- ~ Horne Wetlands Park
- ~ Memorial Fountain
- ~ Sensory Garden
- ~ Angel of Hope
- ~ Veteran's Memorial Park
- ~ Summers Memorial Park
- ~ Boat Landing



City Government Representatives

The City operates under the Council-Administrator form of government. The governing body is composed of a mayor elected at large, and six council members elected for four-year staggered terms. The Council is a legislative body establishing policies with recommendations by the City Administrator who administers all Departments of the City.

Michael C. Butler,
Mayor At Large
5 Years of Service



Richard F. Stroman,
Councilmember District 1
10 Years of Service

Dr. Kalu Kalu
Mayor Pro Tempore,
Councilmember District 2
0 Years of Service



Jerry Hannah
Councilmember, District 3
3 Years of Service

Bernard Haire
Councilmember, District 4
31 Years of Service

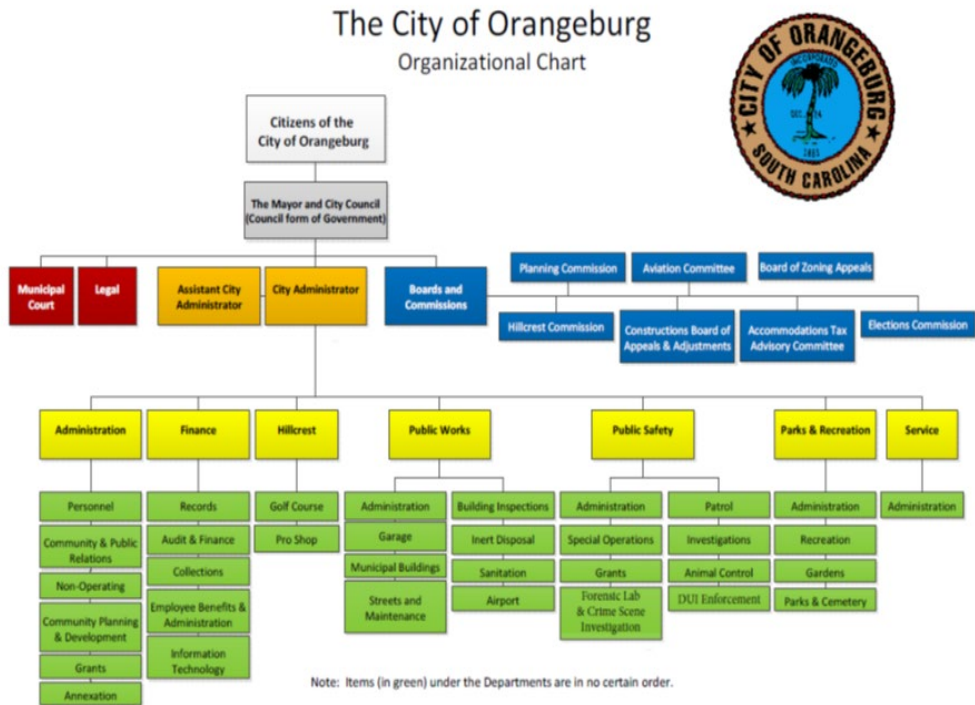


L. Zimmerman Keitt
Councilmember, District 5
23 Years of Service



Sandra P. Knotts
Councilmember, District 6
25 Years of Service

City Government Departments



Executive Department; Administrative Division

Mayor and Council exercise all legislative powers of the City. They approve the annual budget, set the tax millage and other fees and rates, set policies, goals and objectives to direct the City’s growth and development, including the Department of Public Utilities and adopt Ordinances, rules and regulations as necessary for the general welfare of the City of Orangeburg.

The City Attorney provides legal advice to the Mayor, City Council, City Administrator, Boards, Commissions, Municipal Clerk, and all offices and departments of the City and also represents the City in legal proceedings and jury trials. The City Attorney’s office works closely with the Administrator in preparation of franchises, contracts, and long-term leases.

There is only one employee paid from this Division, the City Attorney. Mayor & Council are paid from the Department of Public Utilities. However, all their personnel and expenses are budgeted in this Division.

Goals and Objectives

To continue with annexation of areas into the City limits of Orangeburg, for growth, revenue, and control of fringe areas.

To continue to enhance economic and community development to create jobs, revitalize the city, decrease crime, add to the tax base, and improve the appearance of the City and its communities.

To continue to upgrade housing stock thru new construction, rehabilitation, and rezoning.

To continue improvement in providing protection and safety of property and persons with the Public Safety concept.

To create a governmental environment which is conducive to economic development and job creation.

Department Resources

Number of Employees	1 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$221,426.54
FY19-20 Budgeted Expenditures	\$184,034.00

Executive Department; Elections Division

Section 5-15-10 of the S.C. Code of Laws authorizes each Municipality in South Carolina to hold general elections or special elections at times established by Ordinance. City Council has adopted by Ordinance the second Tuesday of September to hold elections for City Council elections.

A three-member Election Commission was established for six-year terms. A chairman is designated for this Commission. A notice of election is advertised at least 60 days prior to the election. All interested candidates must file a petition. After petitions are received, the County Voter’s Registration Office certifies candidates to the Municipal Election Commission. All candidates are required to file a State Ethics Commission form. The County handles the establishment of poll locations, the preparation of the ballot boxes, the printing of the ballots, the selection of poll managers, the coordination of absentee ballots, and the preparation of g tally sheets. The Election Commission and City Clerk in conjunction with the County, conducts the election and certifies the results to City Council.

Council member elections are held every four years at staggered terms. The mayoral election is held every four years at large. All elections are non-partisan.

Goals and Objectives:

To conduct all municipal general and special elections in a fair and efficient manner.

To adhere to all laws governing elections.

Department Resources

Number of Employees	0 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$6,167.84
FY19-20 Budgeted Expenditures	0

Executive Department; Municipal Court Division

The Municipal Court is a court of criminal jurisdiction, which initially handles all criminal matters, which occur within the City of Orangeburg. Criminal actions are commenced with the issuance of either an arrest warrant or a uniform traffic citation. The court has jurisdiction over cases arising under ordinances of the Municipality and over all offenses which are subject to a fine not exceeding \$2,100.00 or imprisonment not exceeding six-months, or both, and which occur within the Municipality. Bench trials are held every week except during jury trial week, Domestic Violence (DV) court is held the last Wednesday of each month and jury trials are held the second full week of each month beginning the second Monday of each month. If the offense carries a penalty in excess of \$2,100.00 and/or six-months, the case is sent to the Court of General Sessions for trial. In addition, the Municipal Judge is responsible for setting and accepting bail, conducting preliminary hearings and issuing arrest and search warrants.

Goals and Objectives:

To continue to provide fair and impartial treatment to all parties who come before the court by ensuring that the constitutional rights of both victims and defendants are protected.

To continue legal education by attending seminars designed to keep the judiciary knowledgeable of changing laws and case decisions.

To keep court personnel up to date by training and instruction as to upgrades and changes to the Lawtrak System and other software.

To continue monthly jury trials terms to ensure that all cases are disposed of within the time limits as set by the South Carolina Court Administration.

Department Resources

Number of Employees	5 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$362,208.01
FY19-20 Budgeted Expenditures	\$382,179.09

Finance Department; Finance and Records Division

The employees in the Finance & Records Division of the Finance Department handle all City records, employee benefits and insurance, payroll, accounts payable, all receivables including the collection of business licenses, fire contracts, property taxes for the City, permits, hospitality & accommodations taxes, retiree insurance, permits, credit cards and other collections. In addition to the handling of City investments, this department is responsible for the production and maintenance of the annual city budget and corresponding audits for the financial activities impacting the budget.

Goals and Objectives:

To administer and seek ways to lower costs for city-wide insurance programs to employees, dependents, and retirees.

To maintain and seek new methods of communication for services and city fees to citizens via the city website and on-line payment functions.

To collect and increase all general fund revenue due to the city in all areas by seeking all alternative methods for collecting debt including research or collection agencies.

To assist departments with purchasing and asset management by encouraging them to purchase locally; to ensure timely purchase of supplies, materials, and equipment; and to dispose of surplus equipment via auction or alternative on-line means.

To continue exceptional customer service to our citizens and employees by improved communications with residents on fees, taxes, and licenses.

To increase efficiencies with on-lines functions for both payables and receivables.

Department Resources

Number of Employees	6 Full Time and & 1 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$526,824.86
FY19-20 Budgeted Expenditures	\$539,403.56

Finance Department; Information Technology Division

Information Technology (IT) serves all departments and divisions by providing computer system analysis, maintenance, support, operations, purchasing of computer equipment and supplies for the server data centers at City Hall and the Department of Public Safety. The division is responsible for all city owned workstations, laptops, cameras, servers, switches, and printers. IT diagnoses hardware and software problems and makes

Repairs as needed. IT performs daily, weekly, monthly, and yearly operations tasks such as: archiving files, tax rolls, fiscal year roll-over among others as required to maintain a successful operation. New technologies are reviewed and incorporated into the city operations when possible. The Department additionally maintains the web pages for the Department of Public Safety and the City of Orangeburg as well as suggests alternatives for the city in the IT area.

Goals and Objectives:

Operate, maintain, and upgrade computer devices to include AS/400, Window Servers, PC’s, terminals, printers, and peripherals.

Provide assistance to all departments with the evaluation, procurement, and implementation of new hardware and software applications.

Improve the utilization of existing network infrastructure for remote connections directly to City Hall.

Promote the increased utilization and maintain all IT assets.

Continue enhancement of all city and departmental websites to ensure proper current security and to limit issues with data.

Expand intra/internet email server applications.

Increase all city IT standards and develop corresponding policies as needed.

Department Resources

Number of Employees	1 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$419,807.43
FY19-20 Budgeted Expenditures	\$543,763.19

Administrative Department; Administrative Division

The Administrative Office is charged with the coordination and management of the development and implementation of policies and procedures which ensure that available resources are effectively and efficiently utilized by the Departments of the City to deliver quality municipal services to the citizens of Orangeburg in response to policy directives established by the Mayor and City Council, the State of South Carolina and the Federal Government.

Goals and Objectives:

To continuously facilitate the Mission Statement as adopted by Orangeburg City Council in order to improve and maintain the high quality of life and favorable business environment for residents, visitors, businesses, and industries in our community.

Implement and support policies as set forth by City Council in order to achieve a fair and efficient City Government.

Manage the day-to-day organization and operations of the City.

Manage and analyze organization making changes as necessary to achieve the most from available personnel and resources.

Cultivate and improve working relationships with other entities to

leverage resources for the overall betterment of the community.

Coordinate projects and construction funded through the various additional tax revenues such for hospitality, accommodations, and sales to improve the overall facilities and aesthetics of the community.

Manage city finances to ensure proper collection of revenues and distribution of expenditures within budget.

Develop and implement a new layout and business strategic plan for the Airport.

Explore future business and economic development plans for the downtown area.

Department Resources

Number of Employees	2 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$426,660.48
FY19-20 Budgeted Expenditures	\$432,391.96

Administrative Department; Community Planning and Development Division

This division directs planning, zoning, community development, downtown revitalization, grant, administration activities, and assists with overseeing the enforcement of the Code of Ordinances for the City of Orangeburg.

Goals and Objectives:

Stay abreast of proposed and current legislation as it relates to the Land Development Ordinance for areas of planning and development.

Gather, interpret, and prepare data for studies, reports, and recommendations as needed.

Provide assistance to downtown revitalization efforts through meetings and grant opportunities.

Provide assistance to the City Administrator or other departments as needed or assigned.

To develop and implement plans which will improve the quality of life within the City of Orangeburg.

Promote orderly and controlled growth through the development, coordination, and implementation of systematic programs which utilize city resources.

Assist the City Administrator with the execution of special projects, annexation, and lease purchases as needed.

Support the Systematic Code Enforcement Program by eradicating dilapidated, unsafe housing and other structures throughout the city.

Review the Comprehensive Plan and Map for the City and ensure that all boards adhere to required continued education.

Department Resources

Number of Employees	2 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$193,021.85
FY19-20 Budgeted Expenditures	\$253,856.64

Administrative Department; Human Resources

Human Resources is a management function within the Administration Department concerned with hiring, motivating, and maintaining a productive and thriving workforce for the City of Orangeburg. Human Resources focuses on issues related to employees such as recruitment, training and development, compensation, motivation, communication, workman’s compensation, benefits and general policy administration.

Goals and Objectives:

The goal of Human Resource management is to organize people so that they can effectively perform work activities while in a safe environment. Initiatives for a comprehensive human resources strategic plan align with a Planning.

With an aging workforce, effective planning of manpower is essentially. Making sure the right person for the job is selected the first time reduces cost by avoiding new expenses incurred through recruitment, rehiring and retraining.

Recruitment and Selection. Vetting capable candidates to ensure required tasks can be performed, but also that candidates are a good fit for the culture of the organization.

continuum of employee engagement, departmental support, and community involvement activities. Current projects and strategies to achieve goals include:

Training and Development. Making sure that employees are knowledgeable and well-equipped will enhance productivity, boost morale and save on cost associated with workplace injuries. Training and development is a key component in hiring and retaining good employees.

Classification and Compensation Study. Pay Equity and Employee Incentives are crucial components of an organization. Paying employees according to industry standards or better will ensure happy, productive

and loyal employees. Offering incentives to encourage a stable work and home-life balance leads to a stable workforce as a whole. Both areas will be addressed as part of the pay study.

Workplace Safety. Safety training for managers, supervisors and employees to equip them with knowledge needed to do their work safely and avoid hazards that could place themselves others at risk. Monitoring accident and claim injuries to reduce risk by taking proactive steps such as regular safety

inspections and safety committee meetings to discuss injuries and avoid similar ones in the future.

Personnel Handbook Revision. Setting general and specific management policies for the City is important, and all employees should know and understand these policies through new hire training, an employee handbook and updates reflecting any changes in policy or within the organization. The current personnel handbook was last revised in 2007.

Department Resources

Number of Employees	1 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	Included with Administration
FY19-20 Budgeted Expenditures	Included with Administration

Public Works Department; Administration Division

The Public Works Department is composed of several divisions: Administration, Airport, Building Inspection, Garage, Municipal Buildings, Parking Facilities, Sanitation, Streets and Maintenance. The Administration Division supports the efforts of all the divisions in meeting their goals and objectives.

Goals and Objectives

To provide support, leadership, direction and planning to all divisions within the Public Works Department in meeting their goals and objectives.

Enforce safe work practices in all divisions through safety meetings, on-the-job encouragement, support and corrective discipline.

To attend Council meetings and Management Staff meetings to ensure that the Public Works Department is supporting Mayor, Council and City Administrator in achieving their goals and objectives.

To ensure Public Works employees are highly motivated by establishing accountability, recognizing successes, dealing with failures, being fair, providing opportunities for increased compensation and advancement where possible.

To work closely with the Service Department, SCDOT, DPU, and other agencies on common goals within the City.

To review and update ordinances pertaining to Public Works.

Department Resources

Number of Employees	3 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$267,066.13
FY19-20 Budgeted Expenditures	\$266,895.98

Public Works Department; Building Inspection Division

The Building Inspection Division enforces the Comprehensive Plan, Zoning Ordinance and building codes through the building permit and inspection processes. This division also works to eradicate dilapidated housing in the city.

Goals and Objectives:

To maintain emergency evacuation plan and emergency equipment such as fire extinguishers as required by code.

To reassign duties and provide continuing education for building officials, inspectors and general staff to promote department efficiency.

To safeguard the public health, safety, and welfare through plan reviews, building inspections, and code enforcement.

To educate business owners, contractors and homeowners regarding code requirements and city ordinances through the creation of informational handouts.

To deliver excellent customer service.

To promote safety in all areas.

To protect citizens and properties through enforcement of the Comprehensive Plan and Zoning Ordinance.

To implement technology improvements and maintain adequate staffing to meet customer demands.

Department Resources

Number of Employees	2 Full Time and & 1 Part Time
Number of Vehicles	2
FY18-19 Actual Expenditures	\$255,246.74
FY19-20 Budgeted Expenditures	\$206,818.28

Public Works Department; Garage Division

The Garage Division operates the City Garage for servicing, maintaining, and repairing all City owned equipment, except for the equipment owned by the Department of Public Utilities (DPU).

Goals and Objectives

To operate a safe, responsible and cost-effective maintenance facility for the city’s vehicles and equipment.

to appropriate departments in a timely manner. To be more sensitive to customers’ needs.

To operate a fueling station for the city’s vehicles and equipment.

Continue to use Quest software for vehicle history, scheduling maintenance, scheduling replacements and tracking turn-around time for repairs.

To provide road service for city vehicles and equipment.

To promote a safe work environment.

Arrange garage area, office area and outside area to promote safety, cleanliness and organization. Provide area for customers to wait while repairs are being made.

To maintain a highly trained workforce by providing ongoing training to mechanics.

Use outside agencies as needed for the repair and maintenance of vehicles.

To provide a safe work environment by complying with Federal and State safety standards and requiring employees to follow safety rules to reduce number of injuries.

To minimize outsourcing when possible for better savings to each Department.

To complete maintenance and repairs to vehicles and equipment in a timely manner, keep customers informed of the status of repairs, and charge parts

To seek competitive pricing for parts.

Department Resources

Number of Employees	5 Full Time and & 0 Part Time
Number of Vehicles	3
FY18-19 Actual Expenditures	\$444,077.32
FY19-20 Budgeted Expenditures	\$434,477.66

Public Works Department; Municipal Buildings Division

The Municipal Buildings Division maintains City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers. It also provides courier service for departments within the City.

Goals and Objectives

To maintain City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers to prevent

deterioration to structures and equipment and to make sure all are presentable and usable at all times.

To provide courier service for City Hall and Public Works such as mail pickup and delivery, bank deposits and any errands needed to continue business as usual without major interruption to City Hall, Public Works, Municipal Court, Hillcrest Golf Course, Public Safety personnel.

To clean and maintain the structure of City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers as needed.

To respond promptly to the facility needs of City Staff, Mayor, Council and visitors.

To maintain emergency evacuation plan and emergency equipment such as fire extinguishers as required by code.

To work closely with those renting Stevenson Auditorium to help them have a successful event.

Department Resources

Number of Employees	1 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$172,964.85
FY19-20 Budgeted Expenditures	\$140,382.85

Public Works Department; Parking Facilities Division

This Division maintains all City-owned and rented off-street parking lots and on-street parking space liners.

Goals and Objectives

To provide and maintain safe public parking through rented, leased and City-owned parking lots as well as on-street parking and make sure all these parking lots have proper signage.

Identify areas on streets for parking and no parking and submit encroachment agreements to SCDOT.

To provide adequate supply of marking paint and signs for identifying parking.

Inspect parking facilities once per quarter for condition. Issue service orders as needed to cut grass and clear lots of any weeds and/or litter.

Department Resources

Number of Employees	0 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$3,714.87
FY19-20 Budgeted Expenditures	\$4,132.25

Public Works Department; Residential Sanitation Division

The Residential Sanitation Division collects and disposes of residential solid waste within the City limits. This is accomplished by a solid waste collection team going into the neighborhood on the assigned day each week for the collection of household garbage, recycle materials and yard trash.

Goals and Objectives

To collect and dispose of residential solid waste in the City in a cost effective and safe manner.

To be responsive to the needs of the citizens in disposing of Solid Waste and accommodating special needs of citizens whenever possible.

To promote and support a clean city through dedicated employees, education of the public and enforcement of ordinances.

To promote a safe work environment.

To continue to monitor employees' driving records to be sure that all

operators have a current Commercial Driver’s License (CDL) and comply with the requirements and to continue with random drug screens.

To ensure that all employees work in a safe manner to protect themselves and the public.

To motivate employees to make a personal commitment to keeping the city clean.

To continue to promote the curbside recycling program and search for

ways to improve the Comprehensive Solid Waste Management Program.

To enforce city ordinances pertaining to solid waste collection and disposal, and to recommend changes where appropriate.

To maintain link to DPU ensuring all clients and citizens are billed correctly for their garbage services.

To maintain all equipment in proper operating condition and appearance.

To replace old and faded labels on trash carts with new stencil labels.

Department Resources

Number of Employees	15 Full Time and & 0 Part Time
Number of Vehicles	17
FY18-19 Actual Expenditures	\$1,002,660.11
FY19-20 Budgeted Expenditures	\$1,282,893.08

Public Works Department; Commercial Sanitation Division

The Commercial Sanitation Division collects and disposes of solid waste at businesses within the City limits.

Goals and Objectives

To collect and dispose of commercial solid waste in the City in a cost effective and safe manner.

To be responsive to the needs of city businesses in disposing of Solid Waste.

To promote a clean city through dedicated employees, education of the public and enforcement of ordinances.

To promote a safe work environment.

To continue to monitor employees’ driving records to be sure that all operators have a current Commercial Driver’s License (CDL) and comply with the requirements and to continue with random drug screens.

To ensure that all employees work in a safe manner to protect themselves and the public.

Provide backup support to other departments when short on personnel or equipment.

To motivate employees to make a personal commitment to keeping the city clean.

To continue implementation of mandatory commercial garbage collection.

To enforce city ordinances pertaining to solid waste collection and disposal and to recommend changes where appropriate.

To maintain all equipment in proper operating condition and appearance, i.e., to change out heavy equipment on a 10- year cycle and change out dumpsters as needed.

To continue to search for ways to make the Comprehensive Solid Waste Management Program better.

To monitor collections through DPU for Commercial Sanitation.

To replace old faded labels on dumpsters with new stenciled labels.

Department Resources

Number of Employees	2 Full Time and & 0 Part Time
Number of Vehicles	3
FY18-19 Actual Expenditures	\$196,262.20
FY19-20 Budgeted Expenditures	\$192,264.75

Public Works Department; Streets and Maintenance Division

The Streets and Maintenance Division is responsible for the maintenance of city streets and signs, open drainage ditches, clearing of weedy lots and junk car removal.

Goals and Objectives

To ensure city streets are properly maintained.

To improve the appearance of the city by enforcement of the Weedy Lot and Junk Car Ordinances.

To use Sanitation personnel to support this area.

To ensure properly maintained streets in the city by issuing service orders for repair.

To monitor open ditches in the city for blockages and issue service orders to correct.

To identify storm water flooding problems in the city and recommend corrective action.

To identify defective or missing street signs and order replacements; also, to provide instructions on replacements to field personnel.

To replace all old street signs with new signs.

Department Resources

Number of Employees	0 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$24,102.10
FY19-20 Budgeted Expenditures	\$32,062.25

Department of Public Safety; Administrative Division

Coordinate functions of entire Department. Develop plans and strategies to address present and future trends.

Goals and Objectives

Establish a sustainable revenue source for the un-incorporated area of the fire jurisdiction.

Maintain our current ISO 2 classification.

Establish a Special Purpose Tax District or contract services with the Orangeburg County Fire District to provide adequate funding for the unincorporated areas of the fire jurisdiction.

Due to decreased manpower over the last several years we must increase the amount of individual training hours through the use of Target Solutions as

well as increase company training hours by utilizing the new Fire Training Officer position.

Budget approximately \$500,000.00 for a total refurbishment of Ladder 58. Maintenance and repair costs for this 19-year-old apparatus have skyrocketed over the last several years. Once Pierce Mfg. completes the refurbishment, L-58 will meet all current NFPA 1901 Standards and be warrantied for another 15 years.

Current replacement cost for a similar aerial unit is approximately \$1.2 million.

Department Resources

Number of Employees	3 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$849,730.86
FY19-20 Budgeted Expenditures	\$875,870.48

Department of Public Safety; Patrol Division

Responsible for initial response to fire and law enforcement calls for service. Maintain constant patrol of City to detect and deter crime.

Goals and Objectives

To streamline the (FTO) field training officer program. The current FTO program does not have a universal lesson plan which outlines the departmental policies and procedures that need to be taught to the new trainees. The goal is to work with the training department/South Carolina Criminal Justice Academy to create a class for all field training officers. Once the class has been created, officers will be selected to enter the field training officers program. This will ensure that the new officers regardless of shift, will receive the same training on Incident report, accident reports, fire reports and policy and procedures. And The department will have capable and knowledgeable field training officers.

To continue the removal of outdated vehicles from the patrol divisions fleet. These remaining vehicles are well north of one hundred thousand

miles and are costly to maintain. All remaining vehicles are in need of numerous repairs, such as: paint, restriping, interior repair, and engine repair. These vehicles are in rotation 24/7, used by every shift which puts more strain on an already older vehicle. The department’s vehicles are seen every day by our community and they are the first thing seen on every call that we respond to.

Provide the citizens of Orangeburg with the most comprehensive, efficient and effective police and fire service available within the confines of our existing resources.

Deliver community focused police, victim, and fire services by developing collaborative relationships with our community partners.

Department Resources

Number of Employees	42 Full Time and & 0 Part Time
Number of Vehicles	30
FY18-19 Actual Expenditures	\$3,316,442.21
FY19-20 Budgeted Expenditures	\$3,485,389.00

Department of Public Safety; Special Operation Division

Provide technical support and training to the Department personnel. Responsibilities include fire inspections and fire units

Goals and Objectives

Continue improvement of law enforcement and fire protection service to the citizens of the city of Orangeburg and its fire protection area.

Continue to give citizens the opportunities to be educated in quality of life issues, crime-fire prevention, life saving techniques and Public Safety services available to them.

Expand on the development of programs that include police, fire education and interdiction strategies. These programs should reach various demographic groups within the community.

Increase the number of programs and initiatives in neighborhoods, schools and institution of higher learning and effectively use all media and citizen contacts.

Department Resources

Number of Employees	33 Full Time and & 7 Part Time
Number of Vehicles	28
FY18-19 Actual Expenditures	\$2,528,559.12
FY19-20 Budgeted Expenditures	\$4,773,090.70

Department of Public Safety; Investigations Division

Performs detailed investigations and following of criminal activity. Supports efforts of Patrol Division.

Goals and Objectives

Provide the community with efficient and effective investigative and victim services.

detect, record, apprehend, and assist in the prosecution of offenders.

Fully utilize all available technology to this agency that has the capability of being a force multiplier in efforts to

Attend community/crime watch meetings to obtain information on areas of concern and/or provide outreach information along with hosting crime specific workshops.

Department Resources

Number of Employees	15 Full Time and & 0 Part Time
Number of Vehicles	19
FY18-19 Actual Expenditures	\$1,138,038.40
FY19-20 Budgeted Expenditures	\$1,320,806.91

Department of Public Safety; Office of Highway Safety

The Division for the South Carolina Law Enforcement Network (LEN) is set up outside of other divisions because it is funded by a Grant through the State of South Carolina. The regional host is granted funds to perform the purpose of LEN, which is to gather and disseminate information among network participants, coordinate joint traffic enforcement initiatives, and provide training for network members.

Department Resources

Number of Employees	0 Full Time and & 0 Part Time
Number of Vehicles	0
FY18-19 Actual Expenditures	\$4,334.89
FY19-20 Budgeted Expenditures	\$10,000.00

Department of Public Safety; Forensics Services Division

This unit provides three investigators and one evidence custodian for working crime scenes and securing evidence for court. Also includes a chemist, a DNA Technical

Leader/Analyst, and a DNA Examiner working in a regional drug laboratory for the testing and confirming of evidence.

Goals and Objectives

Continued progress toward the American National Standards Institute (ANSI)/American Society for Quality (ASQ) Accreditation for the crime scene, evidence, and drug analysis.

Total upgrade and integration to a fully barcoded evidence and property inventory room.

All forensic data (drug analysis, evidence and crime scene) will be routed and managed through the agency’s STARLIMS system. This system will help with cost and error reduction through automation, integration, data consolidation, process standardization, streamlining and quality compliance.

Department Resources

Number of Employees	6 Full Time and & 0 Part Time
Number of Vehicles	3
FY18-19 Actual Expenditures	\$518,179.98
FY19-20 Budgeted Expenditures	\$637,805.95

Parks and Recreation Department; Administration Division

To improve existing Parks and Recreation facilities through intensification, maintenance, and development of parks and facilities that are spatially balanced and meet the needs of diverse interests, and to provide ongoing and continuous management and coordination to ensure that Parks and Recreation facilities contribute to a sustained livability of the City of Orangeburg and surrounding areas.

Goals and Objectives

Improve park infrastructure to ensure safe and enjoyable parks and open spaces for residents.

Improve the recreation and amenity standards to support a variety of users and recreational experiences.

Update and improve amenities within the park system using design standards that consciously work to minimize maintenance and efficiently manage the department’s operational budget.

Improve the efficiency of park maintenance operations to allow for the park system to establish a model of “smart growth”.

Review the inventory and assessment of park equipment and recreation facilities to determine improvement and maintenance requirements.

Improve existing parks by diversifying the range of activity opportunities as a means to attract a greater number of park users, including persons of all ages, abilities, and interests.

Create and implement a preventative maintenance program that is funded by an adequate operating and maintenance budget.

Establish a routine inspection program to regularly identify and schedule repairs, on-going maintenance and cleaning, and other necessary improvements.

Keep abreast of current trends and changing demands for recreational activities by periodically conducting a community-wide survey to determine future needs of the Parks and Recreation Department.

Department Resources

Number of Employees	3 Full Time and & 0 Part Time
Number of Vehicles	2
FY18-19 Actual Expenditures	\$281,249.68
FY19-20 Budgeted Expenditures	\$283,284.77

Parks and Recreation Department; Recreation Division

To enrich the quality of life in Orangeburg and surrounding area by providing diverse recreational, leisure, athletic, environmental and cultural opportunities for all residents and to administer programs and services that meet the basic needs of the most vulnerable people in our community.

Goals and Objectives

To improve and coordinate efforts with all levels of government and with the private sector to provide recreational opportunities.

Perform safety inspections to identify potentially harmful or dangerous conditions and create an itemized list of necessary repairs and improvements.

Build environmental and cultural value into parks and public open spaces through programs, athletics, festivals, and activities held within local parks.

Maintain and encourage additional partnerships with schools and other recreational groups to further enhance and diversify the programs, leagues, and special events available to residents.

Provide media communications support for department at all levels.

Manage fields to prevent overuse and irreparable damage to playing surfaces.

Evaluate alternative revenue sources such as grants, sponsorships, partnerships and rental income.

Department Resources

Number of Employees	5 Full Time and & 7 Part Time
Number of Vehicles	2
FY18-19 Actual Expenditures	\$563,285.86
FY19-20 Budgeted Expenditures	\$612,617.26

Parks and Recreation Department; Recreation Complex Division

To develop the community to its fullest potential, by partnering with sports, tourism and business organizations, establishing the City of Orangeburg as a sport tourism destination of choice.

Goals and Objectives

Foster partnerships that advance development of sport tourism in Orangeburg.

Build leadership capacity to implement the Sport Tourism Strategic Master Plan.

Create a hosting policy to assist in the growth of the sport tourism industry in Orangeburg.

Establish a destination marketing fund to enhance the ability to finance events.

Continue to target and promote Orangeburg as a sporting destination for all competitions.

Build the City of Orangeburg’s capacity to deliver well-managed and sustainable sporting events.

Department Resources

Number of Employees	4 Full Time and & 0 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$1,700.52
FY19-20 Budgeted Expenditures	\$418,136.12

Parks and Recreation Department; Gardens Division

To maintain and develop all City landscaped areas for the enjoyment of the citizens of Orangeburg and visitors.

Goals and Objectives

Work to fully establish sustainable, climate appropriate plantings throughout the park to improve appearance, control weeds, provide habitat and control erosion.

Replace damaged or failed plant material with climate appropriate plants which contain species diversity, drought tolerance, habitat potential and hardiness (can take abuse).

Work to fully establish sustainable, climate appropriate plantings throughout the park to improve appearance, control weeds, provide habitat and control erosion.

Establish daily waste service collection schedule ensuring no more than 75% of park waste cans are full upon service and that cans are emptied each evening.

Renovate and maintain Children’s Garden Area to ensure ample diversity and children’s interaction with nature.

Re-establish regular volunteer events and increase volunteer involvement.

Prune overgrown plant material throughout the park.

Remove dead plant material in and around the park.

Perform safety inspections to identify potentially harmful or dangerous conditions and create an itemized list of necessary repairs and improvements.

To maintain a test garden for the American Rose Society’s Award of Excellence.

Department Resources

Number of Employees	13 Full Time and & 0 Part Time
Number of Vehicles	8
FY18-19 Actual Expenditures	\$738,892.13
FY19-20 Budgeted Expenditures	\$846,107.49

Parks and Recreation Department; Parks and Cemetery Division

To develop and maintain all City ball fields, playgrounds, recreational buildings, cemeteries and various passive and recreational areas.

Goals and Objectives

Establish park cleaning schedule to ensure park features are clean and usable.

Replenish mulch in all planted areas for weed suppression.

Remove excessive leaf debris from playground surface and surrounding area.

Ball field will be aerated, over seeded, top dressed and fertilized twice a year to mitigate use by park visitors.

Perform safety inspections to identify potentially harmful or dangerous conditions and create an itemized list of necessary repairs and improvements.

Replace or construct new park signs that are uniform in appearance (e.g. include City logo) with landscaping around their bases.

Organize an adopt-a-park program to solicit the participation of

neighborhoods, schools, local clubs, and civic groups to maintain and police public parks, with resources and support from the City.

Refurbish the existing park areas, facilities, and equipment to include cosmetic enhancements such as painting and re-establishing lawn areas as well as functional improvements of worn equipment and surfaces.

Establish a theme for each park to create a distinct identity, aesthetic value, and unique function with a purpose of generating park interest and use.

Implement a site development plan for City Cemetery that addresses improved site access, landscaping and irrigation, and additional lighting to ensure a well-maintained physical image.

Develop a maintenance plan defining when regular inspections of the monuments, walls, and fences will occur and guidelines for care of vegetation including mowing, trimming around stones, and pruning.

Set priorities to undertake cleaning and repair of historic gravestones and repair of all masonry and iron fences, curbing and gates.

Department Resources

Number of Employees	12 Full Time and & 0 Part Time
Number of Vehicles	9
FY18-19 Actual Expenditures	\$664,990.27
FY19-20 Budgeted Expenditures	\$758,141.68

Service Department; Administration Division

The Service Department was organized and created to provide maintenance and service for other Departments and citizens within the City. Responsibilities include, but are not limited to: grass cutting, edging sidewalks and curbing, street sweeping, scraping City dirt streets, painting parking lines and yellow curbs, litter control, Public Works drainage of open ditches, (including Hillcrest Golf Course and Edisto Memorial Gardens), responding to emergencies when needed by the Department of Public Safety (to clear roads, etc.).

Goals and Objectives

To provide maintenance and service to other Departments within the City.

To reduce the number of on-the-job injuries and Workers’ Compensation claims.

To continue a schedule for the mowing of open ditches throughout the City, and for cleaning out and protecting ditch banks from erosion.

To schedule cutting of City streets and right-of-ways to make our City more attractive.

To continue our curb and sidewalk-edging program. This procedure makes mowing easier and citizens are very complimentary of this program.

To keep our downtown and other city streets clean by using our street sweeper on a 40-hour weekly schedule.

To schedule removal of sand from concrete portion of Sunnyside Canal at least semi-annually.

To continue to upgrade old equipment with more productive equipment.

To continue a safety program for employees including holding regular meetings and asking employees for their suggestions.

To be readily available to Department of Public Safety at night and on weekends by use of beepers for emergency calls. (There are three people on call).

Assist other departments as needed.

Department Resources

Number of Employees	9 Full Time and & 0 Part Time
Number of Vehicles	11
FY18-19 Actual Expenditures	\$591,669.61
FY19-20 Budgeted Expenditures	\$634,855.56

Orangeburg Municipal Airport

The Administration Division operates the fixed base operation and maintenance of the Orangeburg Municipal Airport including hangars, and such other facilities as the City may lease, acquire or construct for Airport purposes.

Goals and Objectives

To operate the city-owned airport in an efficient, safe, and profitable manner.

To promote industrial development of Airport Property.

To promote awareness of Airport Facility by preparing an airport brochure and participation in the SC Aviation Association.

To provide products and services desired by airport patrons either directly or through contracts.

To provide navigational aids necessary for effective utilization of airport and within fiscal means.

To perform duties in accordance with department safety rules for this type operation.

To continue vegetation and management plan.

To focus on providing security for all Airport property and operations.

Department Resources

Number of Employees	1 Full Time & 2 Part Time
Number of Vehicles	1
FY18-19 Actual Expenditures	\$1,184,041.11
FY19-20 Budgeted Expenditures	\$1,204,515.90

Hillcrest Golf Course and Pro Shop

To provide and maintain quality golf facility for the citizens of Orangeburg, the surrounding areas, and out- of-town guest to enjoy. To do this while creating a fee structure that will allow Hillcrest to be a self-sustaining facility and remain competitively priced. To focus our energy towards our annual members and at the same time realizing the financial importance of our outside play, tournaments, and outings.

Goals and Objectives

To provide excellent customer service to our members and guests when they play the Hillcrest Golf Course.

Pursue the installation of traffic calming devices to slow traffic on State A & M Road.

Provide quality merchandise at competitive prices.

Continue to monitor greens until we will have to replace putting surfaces.

Provide quality golf instruction to beginners and customers to help grow revenues.

Install lighting and irrigation to Hillcrest Signs at 601 and St. Matthews Road.

Increase revenues in green fees, cart fees, merchandise and range.

To increase number of rounds played annually to 35,000.

Department Resources

Number of Employees	9 Full Time & 5 Part Time
Number of Vehicles	2
FY18-19 Actual Expenditures	\$606,691.06
FY19-20 Budgeted Expenditures	\$847,363.19

Departmental Accomplishments for FY18-19

Public Works Department

Replaced approximately 60% of old street signs with new signs.



Updated all weedy lot contracts.

Updated our WasteBooks software database by field verifying the sizes and locations of our commercial containers/dumpsters and compared it to the DPU's monthly billing.

Field verified the number of roll carts by the residence address and compared it to the DPU's monthly billing.

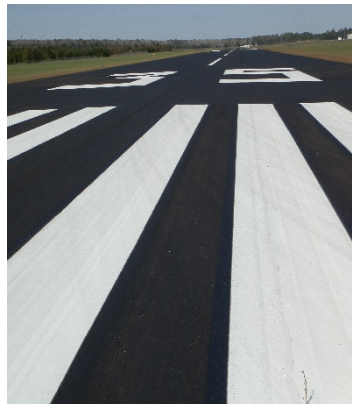
Implemented a Preventative Maintenance (PM) Program to include performing quarterly safety inspections for all municipal buildings, updating all Material Data Sheets (MDS) for all departments, performing weekly inspections of Garage eyewash stations, performing monthly fire extinguisher inspections, performing monthly emergency/exit sign inspections,

and provided new first aid kits for all departments.

Installed new 100 KW generator w/automatic transfer switch at City Garage and relocated old garage 15 KW generator to the Sanitation & Service building to provide emergency backup power.



Rejuvenation (asphalt coating, crack sealing, new striping) to the airport's primary (17/35) and secondary (5/23) runways.



Acquired a \$153,000 AIP FAA Grant for the design/bid phase for the Main Apron

Public Safety Department

Streamlined the Field Training Officer program to allow Corporals to train other PSOs.

4 new Dodge Chargers were purchased to replace outdated Crown Victorias.

Early stages of a Mid-Level Manager program for Corporals has been started with research and discussion with local military units.

Expanded development of police, fire education and interdiction strategies through the Citizen Action Team

Increased the number of programs and initiatives in neighborhoods, schools and institution of higher learning and effectively use all media and citizen contacts (i.e. Community Watch Groups, Church Watch, etc).

Continued to provide citizens the opportunities to be educated in quality of life issues, crime-fire prevention, life saving techniques and Public Safety services available to them.

Increased stationary cameras has allowed for capturing crimes in progress and providing leads to aid in solving said crimes.

Expansion at the Orangeburg Municipal Airport.



Purchasing additional technology (iPads and routers) is allowing for instant access to information from camera systems.

Teamed with Community Action Team to become involved in Community Crime Watch groups to gather intel and address concerns.

Continued progress toward American National Institute / American Society for Quality accreditation for crime scene, evidence, and drug analysis.

Began total upgrade to fully barcoded evidence and property inventory room.

Integrated system to have all forensic data routed and managed through STARLIMS to help with cost and error reduction.

DNA section is currently analyzing biological samples for entry into the DPS Small Pond database.

Parks and Recreation

Trunk or Treat this year was the 2nd annual event hosted by our department on October 30th. This event exceeded our expectation in attendance with 25 community partners and over 800 in attendance.



Lighting of the Square is the start of our Holiday season we partnered with DORA and hosting this Annual Lighting of the Downtown Square. This year we combine the lighting of the square with lighting the children garden. DORA hosted the program inside the Stevenson Auditorium while we hosted the tree lighting and served Hot chocolate.

Parks & Recreation presented “A Day in the Parks Winter Wonderland” the event was held December in



celebration of the Holiday season. This was our third holiday Movie in the Parks we offered, and it was very well received with over 450 citizens in attendances.

Holiday Showcase: This year we added/hosted our 2nd annual Holiday Showcase Saturday December 9th. This is a fundraising event to support and raise funds for our Queen Pageant. We had a total of 10 groups participate in this event. Attendance was low due the weather, but we are looking forward to next year’s event highlighting Orangeburg talent. We had a total of 64 in attendance.



Summer Playground Camp held thought out the summer months for 8 week this year we added field trip by partner with the School District to provide transportation at not cost to the City.

Hosted SCAP Southern District 10U and 12U Girls District Tournament and the 10U and 12U Boys Division 2 District Tournament. We had a total of 6 games with 10 teams from 4 different age groups.



Our 10U team traveled to North Charleston on the weekend of March 1st-3rd to play in the 10U Boys Basketball District Tournament. We won the entire tournament to become District Champions and advance to 2019 State Tournament the following weekend March 8th and 9th. We competed at State and finished the runner up in that tournament. We increased participation by 7%.

We were awarded the 2019 AA Minors Division 1 and 2 District 6 Tournament. This tournament was held back at OP Softball field. We had a total of 7 teams competing in the

two separate divisions. Orangeburg Minors All-Stars won the Division 1 bracket and Bamberg Minors All-Stars won the Division 2 bracket.

For the first time every all teams participating in all-star's in district won their prospective district to advance to the State tournament. Machine Pitch, Minors, and Majors, all teams were eliminated in the first round except our Majors team who went all the way to the championship game and unfortunately lost to McLeod Park by one run.



We were awarded the 2019 SCAP Soccer State Tournament, we constructed a promo video of our athletic fields at Hillcrest. This event will bring over 20 Soccer teams to Orangeburg for a weekend of competition. The tournament will take place December 2019.

We collaborated with the local towns in Orangeburg, Bamberg and Barnwell counties to form a league for our youth football teams to participate in. We have a total of 7 towns participating in the league from the

age of 9-12. We will be hosting a championship game on Saturday November 1st at Hillcrest.

We will be hosting the 2019 District tournament for 10U football and 12U football on November 23rd and December 2nd at OW.

This year we had a total of 29 sponsors from various sports total out to \$10,150.00. We also had a total of 207 volunteers for the year that worked a total of 16,095 hours for a cost savings of \$357,630.90 to the City.

In January we partnered with Denolis Wright in hosting an annual AAU volleyball tournament that consisted of 16 teams throughout the state. The event was very successful rental highlighting this facility.

In February, we began our collaborative After-School Program with Ms. Buleah Thomas (Master KEYS Club). Since starting the program, we have had over 20 registrants and collected over \$20,000. The program has been very successful, and we continue to have new registrants join the program.



the community and surrounding areas; the event consisted of performances, haircuts, refreshments, food, and entertainment for the day. This was the 2nd year we collaborated with BlueChoice HealthPlan Medicaid.



team in hosting a coach’s clinic for our youth basketball league this past year. The clinic incorporated the basics of teaching the game as well as coaching demonstrations from the SCSU coaching staff.

We also hosted our 2019 Youth Basketball Award Ceremony to recognize and celebrate the coaches, participants and sponsors for this year’s successful season.

We were awarded the 2020 Dixie Youth State tournament for Dixie AAA Coaches Pitch & Majors. This tournament will be our first major event at the North Road complex.

City Budgeting and Accounting

Budget Document

The annual budget is the vehicle through which Orangeburg City Council authorizes Orangeburg City government to fund operations during a specific fiscal year for specific purposes, and which establishes the economic resources that are

Required to support these activities. A municipality must be financially healthy. A state or local government is financially healthy if it can deliver the services its citizens expect, with the resources its citizens provide, now and in the future. The budget ensures and drives a healthy municipality. Legal provisions for adoption of the annual budget are contained in Article X Section 7 of the Constitution of the State of South Carolina, Section 5-13-90 of the South Carolina Code of Laws of 1970 and Section 2-5.2 of the Orangeburg Municipal Code.

Budget Process

The budget process begins in April where the finance director creates a budget calendar, which is approved by the city administrator, and he in turn presents it to council for approval. In May, the finance director distributes the budget manuals that include the budget calendar, statistical analysis, and budgetary history, and needed forms to each Department.

Each department head then prepares a comprehensive list of goals and objectives that highlights the programs, projects, capital needs, and initiatives they would like to have considered for the upcoming budget year. Each item is then presented to the management team in a goal setting retreat in an informal setting. Goals from previous years, which have not been completed, are included in these goals along with initiatives for the upcoming year. This serves as a guide by which each department then prepares their expenditure requests. Expenditure requests are then evaluated to determine the fiscal

Resources necessary to accomplish these goals. During this time, the finance director prepares revenue estimates for the current year. Appropriate departments also prepare their own revenue projections for those revenue items generated by their departments.

Each department head then meets individually with the budget team to review budget and 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 budget team meets to prepare a draft budget

for submission to city council. This draft budget is submitted to city council at budget workshops held in July. The public has an opportunity to comment on the budget at the time of second reading. A draft copy of the budget is made available prior to first reading to anyone interested. Three readings are required for formal adoption of the budget. State law requires city council to adopt a balanced budget by fiscal year end.

Budget Amending Process

Request(s) for budget changes (projections) must be submitted by department heads to the city administrator, who in turn submits his request to council. The amendments are submitted to city council and are approved by an ordinance. This procedure takes place during the budget process for the upcoming fiscal year. The ordinance was passed on September 3, 2019.

Actual expenditures may not legally exceed budgeted appropriations at the fund level. The city administrator is authorized to transfer budgeted amounts between line items, divisions and/or departments. Any revisions that alter the total expenditures of any of the governmental funds must be approved by city council by ordinance amending the budget prior to September 30th. Appropriations lapse at year-end.

Budget Calendar

City of Orangeburg Budget Calendar FY19-20	
Date	Event
Tuesday, April 16, 2019	Approval of Budget Calendar
Wednesday, May 1, 2019	Distribution of Calendar, Budget Forms, and Personnel Information to all Departments
Tuesday, May 7, 2019	Year End Projections for Revenues and Expenditures by 12 noon for FY18-19
Wednesday, May 22, 2019	Staff Planning for Management Team, Discuss Accomplishments, Goals and Objectives for FY19-20 (Airport Recreation Room, 8:30 am)
Monday, June 3, 2019	Budget Requests Submitted by 12 noon for FY19-20
Thursday, June 6, 2019	Management Team to Review Submittals with Departments
Wednesday, June 12, 2019	Continued Management Review of Submittals
Thursday, June 13, 2019	Continued Management Review of Submittals
Tuesday, June 25, 2019	Planning Retreat for Council and Goal Setting Retreat (Executive Board Room, Council Chambers, 12 noon)
Wednesday, June 26, 2019	Planning Retreat for Council and Goal Setting Retreat (Executive Board Room, Council Chambers, 12 noon)
Tuesday, July 2, 2019	Cancel City Council Meeting
Tuesday, July 9, 2019	Budget Workshops with Council and Budget Team, 12 noon
Wednesday, July 10, 2019	Budget Workshops with Council and Budget Team, 12 noon
Tuesday, July 16, 2019	Cancel City Council Meeting
Monday, July 22, 2019	Finance Director prepares Budget Document for First Reading and Public Notice
Sunday, August 4, 2019	Ad in Newspaper for Public Hearing
Tuesday, August 6, 2019	First Reading of Budget FY19-20
Tuesday, August 20, 2019	Second Reading of Budget FY19-20
Tuesday, September 3, 2019	Third Reading and Adoption of Budget FY19-20
Tuesday, October 1, 2019	Budget Document Ready for Inspection
Tuesday, October 1, 2019	New Fiscal Year Begins FY19-20

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (example: revenues and other financial sources) and decreases (example: expenditures and other financial uses) in net current assets. Revenues and expenditures of governmental funds and expendable trust funds are recognized on the modified accrual basis. Revenues are deemed susceptible to accrual and are

recognized in the period when they become measurable and available as net current assets. Measurable means the amount of the transaction can be determined and “available” mean collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. State shared revenue is considered “measurable” when in the hands of the state treasurer and is recognized as revenue at that time. Other major revenue that is determined to be susceptible to accrual includes state and federal grants earned and interest. Major revenue that is determined not be susceptible to accrual because it is not available soon enough to pay liabilities of the current period and is not objectively measurable, this includes delinquent property taxes, licenses, permits, and the majority of fines and forfeitures.

Expenditures are recognized when the fund liability is incurred, if measurable, except principal and interest on general long-term debt, which is recognized when due or when funds have been made available for payment. The government reports deferred revenue on its combined balance sheet. Deferred revenue arises when potential revenue does not meet both the measurable and available

criteria for recognition in the current period. Deferred revenue also arises when the government receives resources before it has a legal claim to them, as when grant monies are received prior to the incidence of qualifying expenditures. In subsequent periods, when both revenue and recognition criteria are met or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

The proprietary fund is accounted for on the accrual basis, which measures the flow of economic resources measurement focus. Revenues are recognized when earned and expenses recognized when the related liabilities are incurred. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (example: net total assets) is segregated into contributed capital and retained earning components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Revenue and Expense Summary by Type

<u>Revenue Classification</u>	<u>FY 2019-2020</u>	<u>% of Budget</u>
Property Taxes	\$3,949,947.00	19%
Franchise Fees	\$147,000.00	1%
Business Licenses	\$3,413,800.00	16%
Permits	\$57,456.00	<1.00%
Federal Grants	\$0.00	0%
State Grants	\$84,347.00	<1.00%
State Shared Revenue	\$348,000.00	1%
General Government Fees	\$13,510.00	<1.00%
Fire Service	\$1,507,000.00	7%
Sanitation Fees	\$1,120,278.00	5%
Recreation	\$216,734.00	1%
Fines and Forfeitures	\$455,200.00	2%
Interest Income	\$160,000.00	1%
Rentals	\$57,000.00	<1.00%
Donations	\$6,000.00	<1.00%
Other Financing Sources	\$3,434,000.00	16%
Interfund Transfers	\$6,536,119.00	30%
Sale of Fixed Assets	\$70,000.00	<1.00%
Miscellaneous Revenue	\$190,262.00	1%
<u>Total General Fund Revenues</u>	<u>\$21,766,653.00</u>	
 <u>Enterprise Fund Revenues</u>		
Airport	\$466,800.00	45%
Pro Shop	\$116,000.00	11%
Hillcrest Golf Course	\$458,400.00	44%
<u>Total Enterprise Fund Revenues</u>	<u>\$1,041,200.00</u>	
 <u>Expenses by Department</u>		
Executive	\$566,211.00	3%
Finance	\$1,083,165.00	5%
Administration	\$ 686,250.00	3%
Public Works	\$ 2,559,927.00	11%
Public Safety	\$11,102,961.00	51%
Parks & Recreation	\$2,918,289.00	13%
Non-Operating	\$2,214,991.00	10%
Service	\$634,856.00	29%
<u>Total General Fund Expenses</u>	<u>\$21,766,650.00</u>	
 <u>Enterprise Fund Totals</u>		
Airport	\$ 1,204,517.00	59%
Pro Shop	\$ 116,000.00	5%
Hillcrest	\$731,363.00	36%
<u>Total Enterprise Fund Expenses</u>	<u>\$ 2,051,880.00</u>	

Revenue and Expense Summary Comparison to Prior Years

<u>Summary of Fund Revenues</u>	<u>Actual FY 16-17</u>	<u>Actual FY 17-18</u>	<u>Actual FY 18-19</u>	<u>Budget FY 19-20</u>
General Fund	\$17,332,564.00	\$18,734,651.07	\$17,796,307.00	\$21,766,652.00
Airport	\$1,647,826.96	\$575,769.04	\$475,071.00	\$466,800.00
Pro Shop	\$134,016.00	\$114,938.82	\$111,423.00	\$116,000.00
Hillcrest Golf Course	\$1,890,073.35	\$341,276.58	\$606,691.00	\$458,400.00
<u>Total **</u>	<u>\$21,004,480.66</u>	<u>\$19,766,635.51</u>	<u>\$18,989,492.00</u>	<u>\$22,807,852.00</u>
<u>Summary of Fund Expenses</u>	<u>Actual FY 16-17</u>	<u>Actual FY 17-18</u>	<u>Actual FY 18-19</u>	<u>Budget FY 19-20</u>
General Fund	\$20,971,137.00	\$18,675,456.00	\$17,399,290.00	\$21,766,652.00
Airport	\$1,191,014.00	\$1,564,801.13	\$1,184,041.00	\$1,204,517.00
Pro Shop	\$134,271.00	\$61,362.51	\$111,423.00	\$116,000.00
Hillcrest Golf Course	\$598,552.00	\$595,168.68	\$606,691.00	\$731,363.00
<u>Total **</u>	<u>\$22,894,974.00</u>	<u>\$20,896,788.32</u>	<u>\$19,301,445.00</u>	<u>\$23,818,532.00</u>

**Details by account for both revenues and expenses are listed in Appendix 1 and 2.

311-002	PENALTIES ON CURRENT TAX	\$46,500	335-001	ACCOMMODATIONS TAX	\$32,000
311-003	PRIOR YEARS TAXES	\$160,000	335-002	LOCAL GOVERNMENT FUND	\$316,000
311-004	PENALTIES ON PRI YEAR TA	\$24,000	341-001	REZONING FEES	\$12,310
311-006	HOMESTEAD EXEMPTIONS	\$170,000	341-002	SETOFF DEBT COLLECTIONS	\$1,200
311-007	PROCESSING FEES	\$39,000	342-001	FIRE DISTRICT INCOME	\$1,500,000
311-008	FORFEITED LAND COMM INTE	\$2,800	342-002	PENALTIES FIRE DISTRICT	\$5,000
311-009	MERCHANTS INVT. TAX REIM	\$69,016	342-005	MEDIVAC FEES	\$2,000
311-010	MOTOR CARRIER TAXES	\$38,000	344-001	COMMERCIAL SANITATION	\$415,542
311-011	MANUFACTURERS TAX EXEMP	\$31,429	344-003	RESIDENTIAL SANITATION	\$704,736
311-012	PAYMENT IN LIEU OF TAXES	\$95,502	347-001	NON RESIDENT FEE	\$13,650
311-034	2014 VEHICLE TAXES	\$200	347-002	ADULT SOFTBALL	\$2,100
311-035	2015 VEHICLE TAXES	\$500	347-003	YOUTH SOFTBALL	\$5,808
311-036	2016 VEHICLE TAXES	\$1,000	347-004	BASEBALL	\$18,900
311-037	2017 VEHICLE TAXES	\$4,000	347-005	ADULT BASKETBALL	\$1,575
311-038	2018 VEHICLE TAXES	\$5,000	347-006	YOUTH BASKETBALL	\$21,000
311-039	2019 VEHICLE TAXES	\$82,000	347-007	FOOTBALL	\$12,001
311-040	2020 VEHICLE TAXES	\$205,000	347-009	YOUTH SOCCER	\$12,600
318-001	CHARTER COMMUNICATIONS	\$132,000	347-010	VOLLEYBALL	\$1,000
318-002	AT&T	\$15,000	347-012	TENNIS	\$500
321-001	GENERAL BUSINESS LICENSE	\$1,050,000	347-013	PROGRAMS/CLASSES	\$30,000
321-002	LIFE & MEDICAL INSURANCE	\$705,000	347-014	PAGEANTS	\$5,000
321-003	FIRE & CASUALTY INSURANC	\$1,550,000	347-015	GENERAL CONCESSIONS	\$7,000
321-004	PENALTIES BUSINESS LIC	\$43,500	347-016	SPECIAL EVENTS	\$2,000
321-005	PRECIOUS METALS LICENSE	\$300	347-018	CHEERLEADING	\$1,600
321-007	TELECOMMUNICATIONS LICEN	\$65,000	347-019	SPRAY PARK ADMISSION/REN	\$19,000
322-001	BUILDING PERMITS	\$57,000	347-020	GYM CONCESSIONS	\$9,000
322-002	TAXI PERMITS	\$6	347-021	SPORTS COMP CONCESSIONS	\$10,000
322-003	YARD SALE PERMITS	\$450	347-026	GYM TOURNAMENTS & CAMPS	\$32,000
334-002	SCHOOL RESOURCE OFFICER	\$64,347	347-027	SPORTS TOURNAMENTS	\$7,000
334-004	STATE INCOME - MISC	\$10,000	347-083	SPONSORSHIP OF FIELD	\$5,000
334-010	HWY SAFETY - LEN	\$10,000	351-001	CRIMINAL FINES	\$95,000

351-002	TRAFFIC FINES	\$350,000	346-005	TIE-DOWN RENTALS	\$300
351-003	PARKING TICKETS	\$6,000	346-006	FINANCE CHARGE	\$200
351-005	INCIDENT & ACCIDENT	\$4,000	346-007	LEASES/RENTAL AGREEMENTS	\$1,800
351-008	FINGERPRINT REVENUE	\$200	346-010	RETAIL SALES	\$1,000
361-001	INVESTMENT INT INCOME	\$160,000	346-011	SOLID WASTE FEES	\$1,000
363-001	GENERAL RENTALS	\$36,000	394-012	MISCELLANEOUS REVENUE	\$1,000
363-003	STEVENSON PERSONNEL	\$10,000	394-025	MISC REVENUE NON-TAXABLE	\$2,500
363-009	STEVENSON RENTALS	\$11,000		<u>170-Airport Administration Total</u>	<u>\$466,800</u>
365-009	DONATIONS-GANG INITIATIV	\$6,000			
390-001	OTHER FINANCING SOURCES	\$2,959,000	313-001	SALES TAX	\$14,000
390-003	TRF FR VICTIMS ADVOCATE	\$25,000	348-000	DRIVING RANGE REVENUES	\$19,500
390-009	TRF FROM HOSP & ACC TAX	\$450,000	349-001	BEER SALES	\$5,000
391-001	CASH RESERVE	\$886,119	349-002	DRINK SALES	\$13,000
391-002	PUBLIC UTILITY TRANSFER	\$5,600,000	349-003	FOOD AND SNACKBAR	\$12,000
391-007	DPU MISC	\$50,000	349-004	SOFTGOODS,SHOES & CLOTHI	\$27,000
392-001	SALE OF FIXED ASSETS	\$70,000	349-005	CLUBS	\$2,500
394-000	LOTS/DEMOS/CLEANUP	\$42,038	349-006	GOLFBALLS	\$22,500
394-001	SALE-CEMETERY LOTS/INTER	\$17,500	349-007	PULL CART RENTAL	\$500
394-005	SERV CHG-RT CKS	\$300		<u>180-Pro Shop Administration Total</u>	<u>\$116,000</u>
394-006	TRAFFIC SIGNAL REIMBURS	\$450			
394-007	SCDOT REIMBURSEMENT	\$15,296	313-002	ADMISSIONS TAX	\$12,000
394-009	RECYCLING FEES	\$4,678	348-001	GREEN FEES	\$195,000
394-012	MISCELLANEOUS REVENUE	\$85,000	348-002	CART RENTAL	\$135,000
394-050	INSURANCE/STOP LOSS FUNDS	\$25,000	348-003	MEMBERSHIPS	\$19,000
	<u>010-Revenues Total</u>	<u>\$21,766,652</u>	348-004	HC CAPITAL PROJECTS REVE	\$10,000
			348-008	FACILITY FEE/WALKERS	\$1,500
313-001	SALES TAX	\$25,000	390-001	OTHER FINANCING	\$32,000
346-001	AVGAS FUEL SALES	\$128,000	390-010	TRANSFER FROM PRO SHOP	\$53,900
346-002	JET FUEL SALES	\$231,000		<u>185-Hillcrest Administration Total</u>	<u>\$458,400</u>
346-003	OIL SALES	\$4,000			
346-004	HANGAR RENTALS	\$71,000			

410-001	ADMINISTRATIVE PAYROLL	\$76,565	460-013	POSTAGE, PRINTING, ADV	\$4,000	460-025	COMPUTER SUPPLIES & UPGR	\$2,000
420-006	WORKERS COMPENSATION	\$910	460-014	OFFICE SUPPLIES	\$2,000	460-030	LEASES	\$3,200
420-007	SOCIAL SECURITY	\$5,857	460-015	OFFICE MAINTENANCE	\$1,200	460-041	CONTRACTUAL SERVICES	\$52,000
420-008	RETIREMENT	\$11,913	460-016	MISCELLANEOUS EXPENSE	\$1,100	460-050	VEHICLE MAINTENANCE	\$675
430-005	GROUP INSURANCE	\$8,507	460-017	COMPUTER OPERATIONS	\$1,800	470-040	SMALL CAPITAL OUTLAY	\$3,000
440-010	UTILITIES EXPENSE	\$3,250	460-025	COMPUTER SUPPLIES & UPGR	\$500		<u>1010-Finance Total</u>	<u>\$539,404</u>
450-011	PROPERTY & TORT INSURANCE	\$31	460-041	CONTRACTUAL SERVICES	\$500			
460-004	SPECIAL EXPENSE	\$47,000	460-088	PR YR BOND REFUND EXPENS	\$500	410-001	ADMINISTRATIVE PAYROLL	\$62,567
460-009	TRAVEL & TRAINING	\$12,000	470-020	CAPITAL OUTLAY	\$9,000	420-006	WORKERS COMPENSATION	\$2,057
460-012	DUES, FEES & SUBSCRIPTIO	\$6,800	470-040	SMALL CAPITAL OUTLAY	\$1,500	420-007	SOCIAL SECURITY	\$4,634
460-013	POSTAGE, PRINTING, ADV	\$2,500		<u>0130-Municipal Court Total</u>	<u>\$382,179</u>	420-008	RETIREMENT	\$9,425
460-014	OFFICE SUPPLIES	\$2,500				430-005	GROUP INSURANCE	\$8,852
460-016	MISCELLANEOUS EXPENSE	\$1,200	410-001	ADMINISTRATIVE PAYROLL	\$286,305	440-010	UTILITIES EXPENSE	\$2,500
460-128	MAYOR S EXPENSE ACCOUNT	\$5,000	410-003	OVERTIME	\$500	450-011	PROPERTY & TORT INSURANCE	\$1,306
	<u>0110-Executive Total</u>	<u>\$184,034</u>	420-006	WORKERS COMPENSATION	\$1,695	450-049	VEHICLE INSURANCE	\$731
	<u>0120-Elections Total</u>	<u>\$0</u>	420-007	SOCIAL SECURITY	\$21,883	460-004	SPECIAL EXPENSE	\$500
			420-008	RETIREMENT	\$44,510	460-009	TRAVEL & TRAINING	\$500
			430-005	GROUP INSURANCE	\$63,034	460-012	DUES, FEES & SUBSCRIPTIO	\$140
410-001	ADMINISTRATIVE PAYROLL	\$137,155	440-010	UTILITIES EXPENSE	\$4,589	460-013	POSTAGE, PRINTING, ADV	\$50
410-002	OPERATIONAL PAYROLL	\$88,978	450-011	PROPERTY & TORT INSURANCE	\$3,552	460-014	OFFICE SUPPLIES	\$100
410-003	OVERTIME	\$1,000	450-049	VEHICLE INSURANCE	\$860	460-015	OFFICE MAINTENANCE	\$1,000
420-006	WORKERS COMPENSATION	\$1,175	460-009	TRAVEL & TRAINING	\$4,200	460-016	MISCELLANEOUS EXPENSE	\$700
420-007	SOCIAL SECURITY	\$17,299	460-012	DUES, FEES & SUBSCRIPTIO	\$1,700	460-017	COMPUTER OPERATIONS	\$90,000
420-008	RETIREMENT	\$35,186	460-013	POSTAGE, PRINTING, ADV	\$27,500	460-021	GAS	\$400
430-005	GROUP INSURANCE	\$46,839	460-014	OFFICE SUPPLIES	\$6,100	460-025	COMPUTER SUPPLIES & UPGR	\$6,500
450-011	PROPERTY & TORT INSURANCE	\$946	460-015	OFFICE MAINTENANCE	\$6,100	460-041	CONTRACTUAL SERVICES	\$110,000
460-002	INDIGENT DEFENSE	\$24,000	460-016	MISCELLANEOUS EXPENSE	\$4,000	460-050	VEHICLE MAINTENANCE	\$300
460-004	SPECIAL EXPENSE	\$4,000	460-017	COMPUTER OPERATIONS	\$1,400	470-020	CAPITAL OUTLAY	\$238,500
460-009	TRAVEL & TRAINING	\$3,000	460-021	GAS	\$300	470-040	SMALL CAPITAL OUTLAY	\$3,000
460-012	DUES, FEES & SUBSCRIPTIO	\$500	460-022	TIRES	\$300		<u>1030-Information Technology Total</u>	<u>\$543,763</u>

410-001	ADMINISTRATIVE PAYROLL	\$301,199	450-011	PROPERTY & TORT INSURANCE	\$1,590	460-018	CLOTHING	\$1,000
420-006	WORKERS COMPENSATION	\$3,826	450-049	VEHICLE INSURANCE	\$977	460-021	GAS	\$1,500
420-007	SOCIAL SECURITY	\$19,571	460-004	SPECIAL EXPENSE	\$40,000	460-022	TIRES	\$500
420-008	RETIREMENT	\$39,808	460-009	TRAVEL & TRAINING	\$4,000	460-024	MATERIALS AND SUPPLIES	\$1,000
430-005	GROUP INSURANCE	\$33,840	460-012	DUES, FEES & SUBSCRIPTIO	\$1,100	460-025	COMPUTER SUPPLIES & UPGR	\$4,000
440-010	UTILITIES EXPENSE	\$3,500	460-013	POSTAGE, PRINTING, ADV	\$3,500	460-050	VEHICLE MAINTENANCE	\$500
450-011	PROPERTY & TORT INSURANCE	\$1,792	460-014	OFFICE SUPPLIES	\$750	<u>4001-PW Administration Total</u>		<u>\$266,896</u>
450-049	VEHICLE INSURANCE	\$1,757	460-016	MISCELLANEOUS EXPENSE	\$600	410-001	ADMINISTRATIVE PAYROLL	\$124,148
460-004	SPECIAL EXPENSE	\$100	460-021	GAS	\$200	420-006	WORKERS COMPENSATION	\$4,678
460-009	TRAVEL & TRAINING	\$2,800	460-022	TIRES	\$650	420-007	SOCIAL SECURITY	\$9,497
460-012	DUES, FEES & SUBSCRIPTIO	\$3,200	460-025	COMPUTER SUPPLIES & UPGR	\$450	420-008	RETIREMENT	\$19,317
460-013	POSTAGE, PRINTING, ADV	\$2,800	460-026	GRANT MATCH FASCADE	\$10,000	430-005	GROUP INSURANCE	\$23,421
460-014	OFFICE SUPPLIES	\$1,500	460-050	VEHICLE MAINTENANCE	\$500	440-010	UTILITIES EXPENSE	\$3,500
460-015	OFFICE MAINTENANCE	\$3,400	<u>2020-Community Planning Total</u>		<u>\$253,857</u>	450-011	PROPERTY & TORT INSURANCE	\$1,355
460-016	MISCELLANEOUS EXPENSE	\$500	410-001	ADMINISTRATIVE PAYROLL	\$174,075	450-049	VEHICLE INSURANCE	\$3,303
460-021	GAS	\$1,850	420-006	WORKERS COMPENSATION	\$3,243	460-004	SPECIAL EXPENSE	\$100
460-022	TIRES	\$800	420-007	SOCIAL SECURITY	\$13,317	460-009	TRAVEL & TRAINING	\$2,500
460-025	COMPUTER SUPPLIES & UPGR	\$1,000	420-008	RETIREMENT	\$27,086	460-012	DUES, FEES & SUBSCRIPTIO	\$1,500
460-050	VEHICLE MAINTENANCE	\$650	430-005	GROUP INSURANCE	\$25,464	460-013	POSTAGE, PRINTING, ADV	\$2,600
460-115	HUMAN RESOURCES EXPENSES	\$7,000	440-010	UTILITIES EXPENSE	\$5,000	460-014	OFFICE SUPPLIES	\$1,800
470-040	SMALL CAPITAL OUTLAY	\$1,500	450-011	PROPERTY & TORT INSURANCE	\$1,492	460-015	OFFICE MAINTENANCE	\$600
<u>2010-City Administration Total</u>		<u>\$432,392</u>	450-049	VEHICLE INSURANCE	\$970	460-018	CLOTHING	\$1,000
410-001	ADMINISTRATIVE PAYROLL	\$136,780	460-004	SPECIAL EXPENSE	\$250	460-021	GAS	\$1,000
420-006	WORKERS COMPENSATION	\$2,826	460-009	TRAVEL & TRAINING	\$2,000	460-022	TIRES	\$500
420-007	SOCIAL SECURITY	\$10,195	460-012	DUES, FEES & SUBSCRIPTIO	\$1,000	460-024	MATERIALS AND SUPPLIES	\$3,500
420-008	RETIREMENT	\$20,736	460-013	POSTAGE, PRINTING, ADV	\$500	460-025	COMPUTER SUPPLIES & UPGR	\$1,500
430-005	GROUP INSURANCE	\$17,023	460-014	OFFICE SUPPLIES	\$1,600	460-050	VEHICLE MAINTENANCE	\$1,000
440-010	UTILITIES EXPENSE	\$1,980	460-015	OFFICE MAINTENANCE	\$2,200	<u>4010-Building Inspection Total</u>		<u>\$206,818</u>
			460-016	MISCELLANEOUS EXPENSE	\$200			

410-001	ADMINISTRATIVE PAYROLL	\$51,459	420-006	WORKERS COMPENSATION	\$1,742	430-005	GROUP INSURANCE	\$137,121
410-002	OPERATIONAL PAYROLL	\$184,235	420-007	SOCIAL SECURITY	\$2,592	440-010	UTILITIES EXPENSE	\$6,000
410-003	OVERTIME	\$2,500	420-008	RETIREMENT	\$5,272	450-011	PROPERTY & TORT INSURANCE	\$7,243
420-006	WORKERS COMPENSATION	\$6,904	430-005	GROUP INSURANCE	\$4,460	450-049	VEHICLE INSURANCE	\$20,188
420-007	SOCIAL SECURITY	\$18,031	440-010	UTILITIES EXPENSE	\$37,000	460-004	SPECIAL EXPENSE	\$1,000
420-008	RETIREMENT	\$36,674	450-011	PROPERTY & TORT INSURANCE	\$5,702	460-009	TRAVEL & TRAINING	\$2,000
430-005	GROUP INSURANCE	\$42,204	450-049	VEHICLE INSURANCE	\$731	460-013	POSTAGE, PRINTING, ADV	\$100
440-010	UTILITIES EXPENSE	\$20,000	460-004	SPECIAL EXPENSE	\$150	460-014	OFFICE SUPPLIES	\$250
450-011	PROPERTY & TORT INSURANCE	\$3,302	460-016	MISCELLANEOUS EXPENSE	\$200	460-016	MISCELLANEOUS EXPENSE	\$600
450-049	VEHICLE INSURANCE	\$2,769	460-018	CLOTHING	\$700	460-018	CLOTHING	\$11,000
460-004	SPECIAL EXPENSE	\$100	460-019	EQUIPMENT MAINTENANCE	\$1,500	460-019	EQUIPMENT MAINTENANCE	\$8,000
460-009	TRAVEL & TRAINING	\$1,000	460-021	GAS	\$1,600	460-021	GAS	\$48,000
460-012	DUES, FEES & SUBSCRIPTIO	\$1,000	460-022	TIRES	\$500	460-022	TIRES	\$17,000
460-013	POSTAGE, PRINTING, ADV	\$100	460-023	FACILITY MAINTENANCE	\$18,000	460-023	FACILITY MAINTENANCE	\$3,000
460-014	OFFICE SUPPLIES	\$500	460-024	MATERIALS AND SUPPLIES	\$7,500	460-024	MATERIALS AND SUPPLIES	\$5,000
460-015	OFFICE MAINTENANCE	\$100	460-041	CONTRACTUAL SERVICES	\$3,600	460-038	CARTS & MAINTENANCE	\$5,000
460-016	MISCELLANEOUS EXPENSE	\$100	460-050	VEHICLE MAINTENANCE	\$750	460-041	CONTRACTUAL SERVICES	\$3,500
460-018	CLOTHING	\$2,500	460-199	FIRST CIT BLDG EXPENSES	\$500	460-050	VEHICLE MAINTENANCE	\$47,000
460-019	EQUIPMENT MAINTENANCE	\$5,000		<u>4040-Municipal Buildings Total</u>	<u>\$140,383</u>	460-665	RECYCLING BINS	\$1,600
460-021	GAS	\$2,500	450-011	PROPERTY & TORT INSURANCE	\$132	470-020	CAPITAL OUTLAY	\$260,000
460-022	TIRES	\$700					<u>4060-Residential Sanitation Total</u>	<u>\$1,282,893</u>
460-023	FACILITY MAINTENANCE	\$15,000	460-036	PARKING LOT RENTALS	\$4,000			
460-024	MATERIALS AND SUPPLIES	\$16,000		<u>4050-Parking Facilities Total</u>	<u>\$4,132</u>	410-002	OPERATIONAL PAYROLL	\$75,774
460-025	COMPUTER SUPPLIES & UPGR	\$4,800	410-001	ADMINISTRATIVE PAYROLL	\$85,465	410-003	OVERTIME	\$10,000
460-050	VEHICLE MAINTENANCE	\$1,500	410-002	OPERATIONAL PAYROLL	\$415,713	420-006	WORKERS COMPENSATION	\$5,453
470-020	CAPITAL OUTLAY	\$15,500	410-003	OVERTIME	\$45,000	420-007	SOCIAL SECURITY	\$5,797
	<u>4030-Garage Total</u>	<u>\$434,478</u>	420-006	WORKERS COMPENSATION	\$36,789	420-008	RETIREMENT	\$11,791
410-002	OPERATIONAL PAYROLL	\$33,883	420-007	SOCIAL SECURITY	\$38,340	430-005	GROUP INSURANCE	\$13,224
410-003	OVERTIME	\$14,000	420-008	RETIREMENT	\$77,983	450-011	PROPERTY & TORT INSURANCE	\$650
						450-049	VEHICLE INSURANCE	\$8,976

460-018	CLOTHING	\$1,000	460-012	DUES, FEES & SUBSCRIPTIO	\$10,000	460-018	CLOTHING	\$75,000
460-021	GAS	\$22,000	460-013	POSTAGE, PRINTING, ADV	\$15,000	460-019	EQUIPMENT MAINTENANCE	\$52,000
460-022	TIRES	\$10,000	460-014	OFFICE SUPPLIES	\$8,000	460-021	GAS	\$73,000
460-024	MATERIALS AND SUPPLIES	\$3,000	460-015	OFFICE MAINTENANCE	\$7,500	460-022	TIRES	\$8,000
460-037	FRONT END CONTAINERS	\$9,600	460-017	COMPUTER OPERATIONS	\$48,000	460-024	MATERIALS AND SUPPLIES	\$3,570
460-050	VEHICLE MAINTENANCE	\$15,000	460-021	GAS	\$1,600	460-027	RADIOS	\$37,200
	<u>4065-Commercial Sanitation Total</u>	<u>\$192,265</u>	460-022	TIRES	\$600	460-028	TRAFFIC CONTROL	\$500
450-011	PROPERTY & TORT INSURANCE	\$1,479	460-023	FACILITY MAINTENANCE	\$49,000	460-049	CANINE EXPENSES	\$3,000
450-049	VEHICLE INSURANCE	\$1,583	460-024	MATERIALS AND SUPPLIES	\$15,000	460-050	VEHICLE MAINTENANCE	\$20,000
460-019	EQUIPMENT MAINTENANCE	\$3,500	460-025	COMPUTER SUPPLIES & UPGR	\$11,000	470-020	CAPITAL OUTLAY	\$125,772
460-021	GAS	\$500	460-030	LEASES	\$12,300		<u>6020-Patrol Total</u>	<u>\$3,485,389</u>
460-024	MATERIALS AND SUPPLIES	\$11,000	460-032	TUITION REIMBURSEMENT	\$12,000	410-001	ADMINISTRATIVE PAYROLL	\$79,102
460-039	TRAFFIC & STREET SIGNS	\$12,000	460-034	GANG INITIATIVE/2020	\$5,000	410-002	OPERATIONAL PAYROLL	\$1,260,888
460-050	VEHICLE MAINTENANCE	\$2,000	460-050	VEHICLE MAINTENANCE	\$800	410-003	OVERTIME	\$120,000
	<u>4080-Streets & Maintenance Total</u>	<u>\$32,062</u>	460-053	CRIMINAL STATE ASSESMEN	\$50,000	420-006	WORKERS COMPENSATION	\$34,088
410-001	ADMINISTRATIVE PAYROLL	\$131,955	460-054	TRAFFIC STATE ASSESSMENT	\$210,000	420-007	SOCIAL SECURITY	\$100,154
410-002	OPERATIONAL PAYROLL	\$27,581	460-056	JUVENILE DETENTION	\$8,000	420-008	RETIREMENT	\$230,310
410-003	OVERTIME	\$1,000		<u>6010-DPS Administration Total</u>	<u>\$875,870</u>	430-005	GROUP INSURANCE	\$333,606
420-006	WORKERS COMPENSATION	\$2,869	410-001	ADMINISTRATIVE PAYROLL	\$62,379	450-011	PROPERTY & TORT INSURANCE	\$24,740
420-007	SOCIAL SECURITY	\$12,205	410-002	OPERATIONAL PAYROLL	\$1,785,955	450-049	VEHICLE INSURANCE	\$40,052
420-008	RETIREMENT	\$27,289	410-003	OVERTIME	\$190,000	460-004	SPECIAL EXPENSE	\$1,000
430-005	GROUP INSURANCE	\$22,480	420-006	WORKERS COMPENSATION	\$48,466	460-009	TRAVEL & TRAINING	\$25,000
440-010	UTILITIES EXPENSE	\$115,000	420-007	SOCIAL SECURITY	\$139,883	460-019	EQUIPMENT MAINTENANCE	\$15,000
450-011	PROPERTY & TORT INSURANCE	\$26,314	420-008	RETIREMENT	\$333,525	460-021	GAS	\$38,000
450-049	VEHICLE INSURANCE	\$877	430-005	GROUP INSURANCE	\$434,567	460-022	TIRES	\$3,850
460-004	SPECIAL EXPENSE	\$35,000	450-011	PROPERTY & TORT INSURANCE	\$59,049	460-024	MATERIALS AND SUPPLIES	\$13,000
460-008	NEW HIRE/RECRUITMENT EXP	\$7,500	450-049	VEHICLE INSURANCE	\$31,522	460-029	FIRE APPARATUS MAINTENAN	\$55,000
460-009	TRAVEL & TRAINING	\$2,000	460-004	SPECIAL EXPENSE	\$1,000	460-033	AMMUNITION	\$9,000
			460-009	TRAVEL & TRAINING	\$1,000	460-050	VEHICLE MAINTENANCE	\$15,000

460-022	TIRES	\$300	450-011	PROPERTY & TORT INSURANCE	\$13,000	430-005	GROUP INSURANCE	\$117,381
460-023	FACILITY MAINTENANCE	\$11,000	450-049	VEHICLE INSURANCE	\$3,100	440-010	UTILITIES EXPENSE	\$55,000
460-024	MATERIALS AND SUPPLIES	\$18,000	460-004	SPECIAL EXPENSE	\$2,000	450-011	PROPERTY & TORT INSURANCE	\$37,500
460-025	COMPUTER SUPPLIES & UPGR	\$250	460-009	TRAVEL & TRAINING	\$3,000	450-049	VEHICLE INSURANCE	\$6,495
460-031	MISCELLANEOUS EQUIPMENT	\$250	460-013	POSTAGE, PRINTING, ADV	\$5,000	460-004	SPECIAL EXPENSE	\$2,000
460-045	CREDIT CARD DISCOUNT	\$400	460-015	OFFICE MAINTENANCE	\$1,000	460-009	TRAVEL & TRAINING	\$1,000
460-050	VEHICLE MAINTENANCE	\$1,000	460-016	MISCELLANEOUS EXPENSE	\$500	460-012	DUES, FEES & SUBSCRIPTIO	\$350
460-065	ADULT BASKETBALL	\$2,000	460-018	CLOTHING	\$2,500	460-016	MISCELLANEOUS EXPENSE	\$1,000
460-066	YOUTH BASKETBALL	\$18,000	460-019	EQUIPMENT MAINTENANCE	\$5,000	460-018	CLOTHING	\$3,500
460-067	FOOTBALL	\$15,000	460-021	GAS	\$5,000	460-019	EQUIPMENT MAINTENANCE	\$8,000
460-069	YOUTH SOCCER	\$10,000	460-022	TIRES	\$1,000	460-021	GAS	\$15,000
460-071	VOLLEYBALL	\$1,000	460-023	FACILITY MAINTENANCE	\$10,000	460-022	TIRES	\$3,000
460-072	TENNIS	\$250	460-024	MATERIALS AND SUPPLIES	\$15,000	460-023	FACILITY MAINTENANCE	\$4,800
460-073	INSTRUCTIONAL CLASSES	\$25,000	460-041	CONTRACTUAL SERVICES	\$10,000	460-024	MATERIALS AND SUPPLIES	\$40,000
460-076	SPECIAL EVENTS	\$2,000	460-050	VEHICLE MAINTENANCE	\$1,000	460-025	COMPUTER SUPPLIES & UPGR	\$500
460-077	INSURANCE	\$1,000	460-062	ADULT SOFTBALL	\$1,000	460-031	MISCELLANEOUS EQUIPMENT	\$2,500
460-078	CHEERLEADING	\$500	460-063	YOUTH SOFTBALL	\$18,000	460-050	VEHICLE MAINTENANCE	\$4,000
460-079	CONCESSION EXPENSES	\$10,000	460-064	BASEBALL	\$16,000	460-126	FOUNTAIN MAINTENANCE	\$5,000
460-118	SPRAY PARK EXPENSE	\$7,000	460-077	INSURANCE	\$1,000	470-020	CAPITAL OUTLAY	\$3,500
460-125	ALL STAR TEAM EXPENSES	\$20,000		SPORTS TOURNAMENTS &			<u>7020-Gardens Total</u>	<u>\$846,107</u>
460-133	GYM MAINTENANCE & EXPENS	\$3,000	460-133	EVENTS	\$30,000			
	<u>7010-Recreation Total</u>	<u>\$612,617</u>	480-006	FIBER RENTAL EXPENSE	\$2,400	410-001	ADMINISTRATIVE PAYROLL	\$89,502
			470-020	CAPITAL OUTLAY	\$40,000	410-002	OPERATIONAL PAYROLL	\$289,225
				<u>7015-Recreation Complex Total</u>	<u>\$418,136</u>	410-003	OVERTIME	\$21,000
410-002	OPERATIONAL PAYROLL	\$130,876	410-001	ADMINISTRATIVE PAYROLL	\$91,582	420-006	WORKERS COMPENSATION	\$10,229
410-003	OVERTIME	\$5,000	410-002	OPERATIONAL PAYROLL	\$321,194	420-007	SOCIAL SECURITY	\$28,961
420-006	WORKERS COMPENSATION	\$6,500	410-003	OVERTIME	\$12,000	420-008	RETIREMENT	\$58,907
420-007	SOCIAL SECURITY	\$10,012	420-006	WORKERS COMPENSATION	\$15,000	430-005	GROUP INSURANCE	\$99,377
420-008	RETIREMENT	\$20,364	420-007	SOCIAL SECURITY	\$31,577	440-010	UTILITIES EXPENSE	\$20,000
430-005	GROUP INSURANCE	\$34,884	420-008	RETIREMENT	\$64,228	450-011	PROPERTY & TORT INSURANCE	\$13,777
440-010	UTILITIES EXPENSE	\$25,000						

450-049	VEHICLE INSURANCE	\$7,413	480-094	CDL DRUG/ALCOHOL/OTHER T	\$900	460-023	FACILITY MAINTENANCE	\$850
460-004	SPECIAL EXPENSE	\$500	480-099	EMPLOYEE SHOTS	\$500	460-024	MATERIALS AND SUPPLIES	\$6,000
460-009	TRAVEL & TRAINING	\$250	<u>8000-Non-Departmental Administration Total</u>		<u>\$1,848,391</u>	460-031	MISCELLANEOUS EQUIPMENT	\$650
460-018	CLOTHING	\$3,500	480-001	STREET LIGHTS	\$340,000	460-050	VEHICLE MAINTENANCE	\$12,000
460-019	EQUIPMENT MAINTENANCE	\$8,000	480-003	CHRISTMAS LIGHTS	\$5,000	470-040	SMALL CAPITAL OUTLAY	\$1,000
460-021	GAS	\$12,000	480-006	FIBER RENTAL EXPENSE	\$21,600	<u>9010-Service Total</u>		<u>\$634,856</u>
460-022	TIRES	\$2,000	<u>8010-Non-Departmental Utilities Total</u>		<u>\$366,600</u>	440-010	UTILITIES EXPENSE	\$20,000
460-023	FACILITY MAINTENANCE	\$16,000	410-001	ADMINISTRATIVE PAYROLL	\$120,827	450-011	PROPERTY & TORT INSURANCE	\$27,252
460-024	MATERIALS AND SUPPLIES	\$36,000	410-002	OPERATIONAL PAYROLL	\$229,216	450-049	VEHICLE INSURANCE	\$2,312
460-031	MISCELLANEOUS EQUIPMENT	\$2,500	410-003	OVERTIME	\$9,600	460-004	SPECIAL EXPENSE	\$1,000
460-050	VEHICLE MAINTENANCE	\$2,500	420-006	WORKERS COMPENSATION	\$9,550	460-009	TRAVEL & TRAINING	\$5,000
470-020	CAPITAL OUTLAY	\$36,500	420-007	SOCIAL SECURITY	\$25,822	460-012	DUES, FEES & SUBSCRIPTIO	\$800
<u>7040-Parks & Cemeteries Total</u>		<u>\$758,142</u>	420-008	RETIREMENT	\$52,522	460-013	POSTAGE, PRINTING, ADV	\$500
410-052	MERIT INC/COL ESTIMATES	\$108,046	430-005	GROUP INSURANCE	\$85,921	460-014	OFFICE SUPPLIES	\$500
430-006	INS OPERATIONAL FEES	\$100,000	440-010	UTILITIES EXPENSE	\$7,500	460-015	OFFICE MAINTENANCE	\$50
480-011	STORM RECOVERY/ICE/HURRI	\$1,000	450-011	PROPERTY & TORT INSURANCE	\$15,599	460-016	MISCELLANEOUS EXPENSE	\$250
480-012	CHAMBER DUES	\$1,545	450-049	VEHICLE INSURANCE	\$12,349	460-018	CLOTHING	\$1,500
480-023	EMPLOYEE CHRISTMAS	\$20,000	460-004	SPECIAL EXPENSE	\$500	460-019	EQUIPMENT MAINTENANCE	\$10,000
480-028	ANNEXATION COVENANTS	\$12,000	460-009	TRAVEL & TRAINING	\$1,200	460-021	GAS	\$1,500
480-033	BLD CODE ENFORCEMENT	\$50,000	460-012	DUES, FEES & SUBSCRIPTIO	\$200	460-022	TIRES	\$400
480-067	SAMIRITAN HOUSE	\$100,000	460-013	POSTAGE, PRINTING, ADV	\$100	460-023	FACILITY MAINTENANCE	\$15,000
480-069	MASC BUSINESS LICENSES	\$50,000	460-014	OFFICE SUPPLIES	\$100	460-024	MATERIALS AND SUPPLIES	\$4,000
480-071	COMM SANITATION FEES	\$270,000	460-015	OFFICE MAINTENANCE	\$150	460-025	COMPUTER SUPPLIES & UPGR	\$1,200
480-075	UNEMPLOYMENT INSURANCE	\$1,000	460-016	MISCELLANEOUS EXPENSE	\$1,300	460-041	CONTRACTUAL SERVICES	\$1,500
480-079	SPECIAL PROJECTS	\$50,000	460-018	CLOTHING	\$2,400	460-042	SALES TAX PAYABLE	\$20,000
480-081	DOWNTOWN REVITALIZATION	\$25,000	460-019	EQUIPMENT MAINTENANCE	\$12,500	460-043	DEPRECIATION	\$732,930
480-082	DEBT SERVICE	\$1,020,000	460-021	GAS	\$22,000	460-045	CREDIT CARD DISCOUNT	\$12,000
480-083	RETIREEES-GROUP INSURANCE	\$37,500	460-022	TIRES	\$5,000	460-047	NAVIGATIONAL EQUIPMENT	\$2,500
480-086	SETOFF DEBT	\$900				460-048	COGS RETAIL INVENTORY	\$200,000

460-050	VEHICLE MAINTENANCE	\$1,000	460-010	FERTILIZER AND CHEMICALS	\$4,000
460-172	SOLID WASTE SERVICE	\$1,000	460-012	DUES, FEES & SUBSCRIPTIO	\$1,000
470-040	SMALL CAPITAL OUTLAY	\$2,500	460-013	POSTAGE, PRINTING, ADV	\$2,500
410-001	ADMINISTRATIVE PAYROLL	\$57,117	460-014	OFFICE SUPPLIES	\$300
410-002	OPERATIONAL PAYROLL	\$42,462	460-015	OFFICE MAINTENANCE	\$500
410-003	OVERTIME	\$1,500	460-016	MISCELLANEOUS EXPENSE	\$280
420-006	WORKERS COMPENSATION	\$3,123	460-017	COMPUTER OPERATIONS	\$6,000
420-007	SOCIAL SECURITY	\$7,733	460-018	CLOTHING	\$2,300
420-008	RETIREMENT	\$15,728	460-019	EQUIPMENT MAINTENANCE	\$15,000
430-005	GROUP INSURANCE	\$12,160	460-021	GAS	\$7,000
	<u>170-Airport Administration Total</u>	<u>\$1,204,516</u>	460-022	TIRES	\$500
			460-023	FACILITY MAINTENANCE	\$6,000
460-016	MISCELLANEOUS EXPENSE	\$500	460-024	MATERIALS AND SUPPLIES	\$12,000
460-041	CONTRACTUAL SERVICES	\$7,000	460-025	COMPUTER SUPPLIES & UPGR	\$200
460-042	SALES TAX PAYABLE	\$12,000	460-042	SALES TAX PAYABLE	\$5,000
460-098	DRIVING RANGE EXPENSES	\$2,500	460-043	DEPRECIATION	\$69,120
460-181	BEER BEVERAGES	\$2,100	460-045	CREDIT CARD DISCOUNT	\$6,500
460-182	DRINK PRODUCTS	\$4,000	460-050	VEHICLE MAINTENANCE	\$600
460-183	FOOD & SNACKBAR PRODUCTS	\$6,000	460-114	IRRIGATION ACCOUNT	\$3,000
460-184	SOFTGOODS,SHOES & CLOTHI	\$17,000	470-020	CAPITAL OUTLAY	\$32,000
460-185	CLUBS	\$1,000	470-040	SMALL CAPITAL OUTLAY	\$2,800
460-186	GOLFBALLS	\$10,000	410-001	ADMINISTRATIVE PAYROLL	\$105,608
460-493	TRANSFER TO HILLCREST GC	\$53,900	410-002	OPERATIONAL PAYROLL	\$238,141
	<u>180-Pro Shop Administration Total</u>	<u>\$116,000</u>	410-003	OVERTIME	\$1,000
			420-006	WORKERS COMPENSATION	\$3,119
440-010	UTILITIES EXPENSE	\$28,000	420-007	SOCIAL SECURITY	\$26,848
450-011	PROPERTY & TORT INSURANCE	\$12,241	420-008	RETIREMENT	\$54,169
450-049	VEHICLE INSURANCE	\$1,463	430-005	GROUP INSURANCE	\$80,724
460-004	SPECIAL EXPENSE	\$1,350		<u>185-Hillcrest Administration Total</u>	<u>\$731,363</u>
460-009	TRAVEL & TRAINING	\$2,100		<u>Grand Total</u>	<u>\$23,818,531</u>

Purchasing Requirements

Small capital outlay

\$.01 - \$2,999.99-Purchases may be made by the department head or authorized agent on his/her behalf. Competition is encouraged and recommended to ensure fair and reasonable pricing. These purchases would not be considered fixed assets and not paid from capital accounts. However, items of value that has a life greater than two years may be paid from small capital accounts and put on inventory but not fixed assets or depreciated.

Capital outlay

\$3,000 - \$49,999.99-Bids may be taken by the department head and submitted to the purchasing agent for review and determination. The purchasing agent has the authority to seek additional bids if deemed necessary and the award or contract is subject to approval from the purchasing agent and then awarded. These purchases should be budgeted and would be considered fixed assets and paid from capital accounts. These assets must have a life greater than one year.

\$50,000 - \$99,999.99-Written bids are required and proposed vendors and specifications are given to the purchasing agent to solicit bids. The purchasing agent shall open the bids as outlined in the request for proposal or bid and each vendor shall be notified in writing to the results. The purchasing agent shall award the bid or contract and place all orders. These proposals may or may not be advertised in the local newspaper.

\$100,000 and above-The City Administrator shall have the authority to award contracts within the purview of this article and administrative regulations and previously approved in the city's annual budget. However, the City Administrator shall be required to obtain separate city council approval for any item in excess of one hundred thousand dollars (\$100,000).

Purchases may be made through the state of South Carolina Division of General Services, North Carolina Sheriff's Association, or the National Joint Powers Alliance instead of soliciting bids and quotations. Any item that is available under these purchasing agreements shall be deemed to have met the competitive bidding requirements.

Capital and Small Expenditures Approved for FY 2019-2020

0130-Municipal Court	TV and screen for lobby	\$1,500
1030-Information Technology	IT Office Display Computer	\$1,000
1030-Information Technology	Conference Room TV Display/Computer	\$2,000
2010-City Administration	New Computer for Admin Asst	\$1,500
9010-Service	Misc Items	\$1,000
170-Airport Administration	New Printer for Terminal	\$500
170-Airport Administration	New Printer for Airport Manager's Office	\$500
170-Airport Administration	New Computer for Terminal	\$1,500
185-Hillcrest Administration	Rin a Thin 28"	\$2,800
1010-Finance	2 Heavy Duty Printers	\$3,000
1030-Information Technology	IT Manager's Computer	\$3,500
1030-Information Technology	City Telephone System	\$5,000
1030-Information Technology	New World Software Upgrade	\$80,000
1030-Information Technology	Datacenter Hardware Replacement	\$150,000
4030-Garage	Portable Battery Power Supply Booster	\$4,000
4030-Garage	A/C Recharger, Recycle, and Recovery Machine	\$5,500
4030-Garage	Natural Gas Heating Unit	\$6,000
4060-Residential Sanitation	New Garbage Truck	\$260,000
6020-Patrol	Printer	\$5,772
6020-Patrol	Vehicles	\$120,000
6025-Special Operations	Dispatch Cad Computers	\$3,000
6025-Special Operations	Gas Monitors	\$3,750
6025-Special Operations	Handicapped Door System	\$4,000
6025-Special Operations	Fire Hose	\$4,050
6025-Special Operations	Laptop Computers	\$12,000
6025-Special Operations	Vehicles (1 SUV /1 Truck)	\$38,500
6025-Special Operations	Ladder Truck	\$600,000
6025-Special Operations	Pumper Truck	\$1,700,000
6030-Investigations	Vehicles	\$76,000
7015-Recreation Complex	Pick-Up Trucks	\$40,000
7020-Gardens	2019 DTE Trailer	\$3,500
7040-Parks & Cemeteries	22ft Diamond Floor Tilt Trailer	\$6,500
7040-Parks & Cemeteries	2019 Kubota Mower	\$30,000
185-Hillcrest Administration	2500 B Precision Cut Diesel 3 reel Greens Mower with Reels	\$32,000

Debt Service Calculations

Debt Service is used to account for and manage the resources needed to pay off the interest and principal on general long-term obligations that would be issued for capital projects or capital outlay expenditures for the current year.

Debt Service Obligations

Municipal Equipment consisting of trucks, vehicles, tractors and software financed for FY17-18 in the amount of \$717,600 financed for 3 years with BB&T Bank at an interest rate of 2.69%.	\$73,906
Municipal Equipment consisting of vehicles, Grapple truck and Shuttle truck for FY18-19 in the amount of \$722,000 financed for 3 years with South State Bank at an estimated interest rate of 2.35%.	\$251,978
Municipal Equipment consisting of vehicles, fire trucks, and mowers for FY19-20 in the amount of \$2,991.00 financed for 3-5 years on two lease purchase programs.	\$616,000
 Total Annual Debt Service comprised in account 480-082 under the Non-Operating Department	 \$941,884

Computation of Legal Debt Margin

Total Assessed Value	\$39,834,820
Debt Limit – 8% of Assessed Value	\$ 3,186,786



ORDINANCE NO. 2019 - 6

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF ORANGEBURG, SOUTH CAROLINA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020

BE IT ORDAINED by the Mayor and Council Members of the City of Orangeburg, South Carolina, in Council assembled, and by authority of the same:

SECTION 1. In accordance with Section 5-7-260 of the 1976 Code of Laws of South Carolina, and Council shall act by Ordinance to adopt budgets, levy taxes, and collect all other income sources available to the City pursuant to public notice.

SECTION 2. That the prepared budget for the fiscal year October 1, 2019-September 30, 2020, and the estimated revenue for payment of same is hereby adopted.

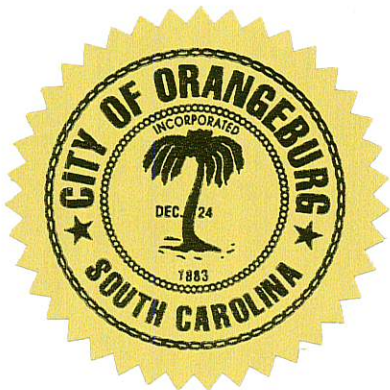
SECTION 3. That a tax to cover the period from the first day of January 2019 to the thirty-first day of December 2019, both inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the Treasury of the City of Orangeburg for the use and service thereof; i.e., a tax of 100 mills be and the same is hereby assessed on each dollar of the assessed value of all real estate and personal property within the City of Orangeburg, South Carolina, except as such which is exempt from taxation by law.

SECTION 4. Tax levied under this Ordinance shall be due and payable at the office of the City Clerk and Treasurer, in the Municipal Building of the City of Orangeburg, South Carolina, from the first day of November 2019, until the fifteenth day of January 2020, from the hours of 8:00 A.M. until 5:00 P.M., Monday through Friday, except for Saturdays and Sundays.

SECTION 5. On January 16, 2020, a penalty of fifteen (15) percent shall be added on all unpaid taxes. The City Clerk and Treasurer shall on March 17, 2020, place all delinquent properties in execution in accordance with and adding an additional execution cost of \$60.00 to \$90.00 based on costs to City, Section 6-1-10, as amended, of the Code of Ordinances of the City of Orangeburg, South Carolina.

SECTION 6. If for any reason, any sentence, clause or provisions of this Ordinance shall be declared invalid, such shall not affect the remaining provisions thereof.

DONE AND RATIFIED BY THE CITY COUNCIL OF ORANGEBURG, SOUTH CAROLINA IN COUNCIL ASSEMBLED THIS 3rd DAY OF SEPTEMBER 2019.



Michael C. Butler

MAYOR
Glenn Haire

Danika P. Duot

L. Zimmerman

Richard A. Jones

Paul Jones

MEMBERS OF COUNCIL

ATTEST:
[Signature]

CITY CLERK



979 Middleton Street
Orangeburg, South Carolina 29115
(803) 533-6000