



Fiscal Year 2020-2021
Annual Budget

CITY GOVERNMENT REPRESENTATION

The City of Orangeburg 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 within the City.



John Singh
Interim City Manager



Michael C. Butler, Mayor
6 years of service



Richard F. Stroman, District 1
11 years of service



Dr. Kalu Kalu, District 2
Mayor Pro Tempore
1 year of service



City Hall
979 Middleton Street
Orangeburg, SC 29118

(803) 533-6000
(803) 533-6007 (fax)



Jerry Hannah, District 3
4 years of service



Bernard Haire, District 4
32 years of service



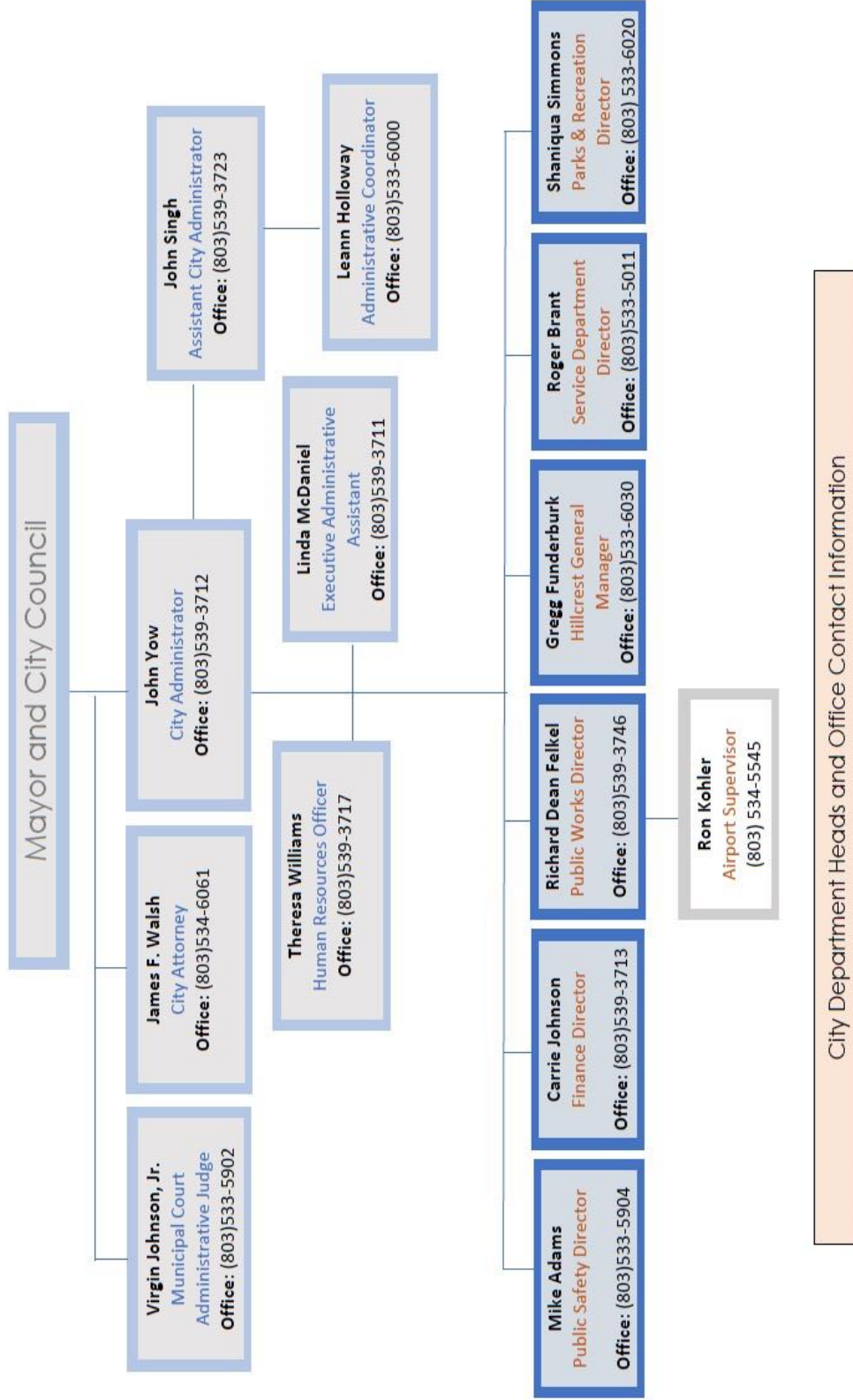
L. Zimmerman Keitt, District 5
24 years of service



Sandra P. Knotts, District 6
26 years of service



City of Orangeburg Administrative Staff Organizational Chart



GENERAL FUNDS

EXECUTIVE DEPARTMENT



Administration 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 and 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 the 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 through 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 government environment which is conducive to economic development and job creation.

FY19-20 Actual Expenditures	\$191,894.50
FY20-21 Budgeted Expenditures	\$172,282.00

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 the 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 to this commission. A notice of election is advertised at least 60 days prior to the election. 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 tally sheets. The Election Commission and City Clerk, in conjunction with the County, conducts the election and certifies 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.

FY19-20 Actual Expenditures	\$0.00
FY20-21 Budgeted Expenditures	\$6,800.00

EXECUTIVE DEPARTMENT

Municipal Court Division

The Municipal Court is a court of criminal jurisdiction which initially handles all criminal matters that 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 \$2100.00 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. 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.

FY19-20 Actual Expenditures	\$395,084.25
FY20-21 Budgeted Expenditures	\$388,870.00

FINANCE DEPARTMENT



Finance and Records Division

The employees in the Finance and Records Division of the Finance Department handle all City records, employee benefits and insurance, payroll, accounts payable, all receivables including collection of business licenses, fire contracts, delinquent property taxes for the City, permits, hospitality and 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 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 continue exceptional customer service to our citizens and employees by improved communications with residents on fees, taxes, and licenses via the City website and on-line payment functions.
- 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 increase efficiencies with on-line functions for payables, receivables, and reporting.

FY19-20 Actual Expenditures	\$533,868.10
FY20-21 Budgeted Expenditures	\$553,426.00

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 if needed. IT performs daily, weekly, monthly, and yearly operations tasks such as archiving files, tax rolls, fiscal year roll-over, and other tasks as required to maintain a successful operation. New technologies are reviewed and incorporated into the city operations when possible. The division 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 New World, Window Servers, PCs, 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.
- To increase efficiencies with on-line functions for both payables and receivables.

FY19-20 Actual Expenditures	\$605,629.52
FY20-21 Budgeted Expenditures	\$429,297.00

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 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.

FY19-20 Actual Expenditures	\$551,247.05
FY20-21 Budgeted Expenditures	\$452,596.00

ADMINISTRATIVE DEPARTMENT

Community Planning and Development Division

This division directs planning, zoning, community development, downtown revitalization, grants, 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.

FY19-20 Actual Expenditures	\$201,022.72
FY20-21 Budgeted Expenditures	\$217,155.00

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 HR 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 continuum of employee engagement, departmental support, and community involvement activities. Current projects and strategies to achieve goals include:
- Planning. With an aging workforce, effective planning of manpower is essential. 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.
- Training and Development. Making sure that employees are knowledgeable and well-equipped will enhance productivity, boost morale, and save on costs associated with workplace training. Training and development are key components in hiring and retaining good employees.
- Workforce 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 and others at risk. Monitoring accident and claim injuries to reduce risk by taking proactive steps such as a 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.

PUBLIC WORKS



Administrative 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.
- To work closely with Service Department, SCDOT, DPU, and other agencies on common goals within the City.
- To 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 review and update ordinances pertaining to Public Works.
- To utilize the City's new financial software to pay invoices, collect receivables, and to maintain an accurate inventory that will help provide better customer service.

FY19-20 Actual Expenditures	\$814,500.14
FY20-21 Budgeted Expenditures	\$273,015.00

PUBLIC WORKS

Building Inspection Division

The Building Inspection Division enforces the Comprehensive Plan, Zoning Ordinance, and building codes through the building permit and inspection processes. The weedy lots ordinance is also enforced through this division. 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 safeguard the public health, safety, and welfare through plan reviews, building inspections, and code enforcement.
- To deliver excellent customer service.
- To protect citizens and properties through enforcement of the Comprehensive Plan and Zoning Ordinance.
- To reassign duties and provide continuing education for building officials, inspectors, and general staff to promote department efficiency.
- To educate business owners, contractors and homeowners regarding code requirements and city ordinances through the creation of informational handouts.
- To streamline office filing and increase plan review capabilities through office space transformation.
- To provide Comprehensive Plan reviews through building inspections and field observations.
- To utilize the City's new community development software for issuing permits, scheduling inspections and code enforcement.
- To amend the current Ordinance to improve Code Enforcement timely response in addressing repeat violators.

FY19-20 Actual Expenditures	\$217,710.22
FY20-21 Budgeted Expenditures	\$212,606.00

PUBLIC WORKS

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 maintain a highly trained workforce by providing ongoing training to mechanics.
- To provide a safe work environment by complying with Federal and State safety standards, performing monthly inspections, and requiring employees to follow safety rules to reduce number of injuries.
- 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 appropriate departments in a timely manner. To be more sensitive to customers' needs.
- To continue using the Quest software for vehicle history, scheduling maintenance, scheduling replacements and tracking turn-around time for repairs.
- To arrange garage area, office area and outside area to promote safety, cleanliness and organization.
- To use outside agencies as needed for the repair and maintenance of vehicles.
- To minimize outsourcing when possible for better savings to each Department.
- To seek competitive pricing for parts.

FY19-20 Actual Expenditures	\$476,828.92
FY20-21 Budgeted Expenditures	\$457,298.00

PUBLIC WORKS

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 in City Hall, Public Works, Municipal Court, and Hillcrest Golf Course.

Goals and Objectives

- To clean and 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, and Hillcrest Golf Course personnel.
- To work safely in carrying out work assignments.
- To maintain outside areas at City Hall, Public Works Complex, Stevenson Auditorium, and City Council Chambers.
- To maintain emergency evacuation plan and emergency equipment such as fire extinguishers as required by code.
- To respond promptly to the facility needs of City staff, Mayor, Council, and visitors.
- To work closely with those renting Stevenson Auditorium to help them have a successful event.
- To promote safety by performing quarterly safety inspections for all municipal buildings.
- To implement a Repair/Replacement plan for Municipal Building maintenance.
- To replace all remaining old manual door locks with new remote access reader locking system for Municipal Buildings.

FY19-20 Actual Expenditures	\$139,179.47
FY20-21 Budgeted Expenditures	\$167,981.00

PUBLIC WORKS

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 perform quarterly inspection of parking lots for condition (grass, weeds), identify defective or missing signs, faded paint markings, parking lights not working and other relative issues. Issue service orders as needed to correct and repair any findings.

FY19-20 Actual Expenditures	\$3,633.23
FY20-21 Budgeted Expenditures	\$3,631.00

PUBLIC WORKS

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 accommodate them when possible.
- To promote a clean city through dedicated employees and education of the public.
- To ensure that all employees work in a safe manner to protect themselves and the public.
- To assist Code Enforcement on city ordinances pertaining to solid waste collection, disposal, and weedy and overgrown lots.
- 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 paint interior and refinish floors in Sanitation Building.
- To replace old and faded labels on trash carts with new stencil labels.
- To continue to promote and improve the curbside recycling program. Implement a single stream recycling pilot program that will be a cost saving to the City and still provide excellent customer service.

FY19-20 Actual Expenditures	\$1,394,728.76
FY20-21 Budgeted Expenditures	\$1,021,780.00

PUBLIC WORKS

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 and education of the public.
- To ensure that all employees work in a safe manner to protect themselves and the public.
- To assist Code Enforcement on city ordinances pertaining to solid waste collection, disposal, and weedy and overgrown lots.
- 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 monitor collections through DPU for Commercial Sanitation.
- To continue to utilize “WasteBooks” (software that tracks inventory of dumpsters, service schedules, and maps all dumpster locations) to manage commercial sanitation routes effectively.
- To update the commercial dumpster inventory by identifying the location, size, and physical condition of each dumpster. Dumpsters to be identified of their physical condition and put on a scheduled replacement plan.
- To replace old, faded labels on dumpsters with new stenciled labels.
- To continue the refurbishing of old dumpsters with new paint, lids, and replacing corroded bottoms.

FY19-20 Actual Expenditures	\$175,605.33
FY20-21 Budgeted Expenditures	\$196,599.00

PUBLIC WORKS

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 use Sanitation personnel to support this area.
- To improve the appearance of the city by enforcement of the Weedy Lot and Junk Car Ordinances.
- To perform quarterly inspections of all city streets to identify defective or missing street signs, blocked ditches, drainage, stormwater flooding, streetlights not working, and other relative issues. Work Orders shall be issued to correct and repair any findings.

FY19-20 Actual Expenditures	\$20,555.42
FY20-21 Budgeted Expenditures	\$26,380.00

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.
- Budgeted to replace Ladder 58 and an existing Pumper Truck. Maintenance and repair costs for these 20-year-old vehicles have skyrocketed over the last several years. The new trucks will meet all current NFPA 1901 Standards and be warranted for another 15 years. Current replacement cost for a similar units is approximately \$2.3 million.

FY19-20 Actual Expenditures	\$1,054,923.59
FY20-21 Budgeted Expenditures	\$1,452,436.00

DEPARTMENT OF PUBLIC SAFETY

Patrol Division

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

Goals and Objectives

- Continue to replace outdated vehicles and implement a take-home vehicle fleet.
- Increase the number of certified officers on each shift.
- Finalize the development of a Mid-Level Manager Program for the Corporals, similar to the Army's Basic Leader Course.

FY19-20 Actual Expenditures	\$2,881,815.01
FY20-21 Budgeted Expenditures	\$3,643,505.00

Special Operations Division

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

Goals and Objectives

- Increase the number of Communications Operators per shift to better distribute call volumes. (In 2019, the number of 911 calls totaled 48,289, and NCIC messages totaled 162,000.)
- Software enhancements to incorporate critical tracking of the department's Field Training Program and supply assets.
- Provide better in-house training for officers by upgrading training equipment.

FY19-20 Actual Expenditures	\$2,530,632.66
FY20-21 Budgeted Expenditures	\$4,801,496.00

Investigative Division

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

Goals and Objectives

- Reduce and/or eradicate criminal gang activity in high crime areas, making the citizens feel safer during day and night.
- Continuing teaming with the Community Action Team to become involved in Community Crime Watch groups to gather intel and address concerns.

FY19-20 Actual Expenditures	\$1,154,752.03
FY20-21 Budgeted Expenditures	\$1,268,818.00

Forensic 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

- Completion of Accreditation process for the DNA Laboratory.

FY19-20 Actual Expenditures	\$578,803.40
FY20-21 Budgeted Expenditures	\$699,579.00

DEPARTMENT OF PUBLIC SAFETY

Accomplishments – Fiscal Year 2019-2020

- Purchased 3 new vehicles to continue replacing outdated fleet.
- Continued research of the Mid-Level manager program. Lesson plans are being outlined and will be submitted to the SCCJA for approval once complete.
- Collaborated with South Carolina State University and Orangeburg-Calhoun Technical College to finalize terms of an internship program which has been postponed due to COVID-19, but it will be launched when deemed feasible.
- Continued educational events with community groups 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.
- Acquired and deployed 10 additional stationary cameras in problem/advantageous areas in the City which have captured crimes in progress and lead to aid in solving said crimes. The crime footprint of actual criminal activity has decreased in certain areas due to the amount of stationary cameras.
- The division continued working with all community partners to gather intel and address concerns. The COVID-19 pandemic has caused many efforts to be suspended, but they will be resumed once it is feasible.
- Continued progress toward American National Institute/American Society for Quality accreditation for crime scene, evidence, and drug analysis.
- Members of the division completed multiple required trainings to stay in line with state and national standards for DNA testing.





PARKS AND RECREATION



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."
- Research alternative funding and identify options to help address the unmet needs along with an adequate level of tax dollar support.
- 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.

FY19-20 Actual Expenditures	\$518,861.61
FY20-21 Budgeted Expenditures	\$276,124.00

PARKS AND RECREATION

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 by undertaking the following program of activities
- 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.
- Manage fields to prevent overuse and irreparable damage to playing surfaces.
- Evaluate alternative revenue sources such as grants, sponsorships, partnerships, and rental income.
- Provide media communications support for department at all levels.

FY19-20 Actual Expenditures	\$471,718.95
FY20-21 Budgeted Expenditures	\$624,567.00

PARKS AND RECREATION

Recreation Complex

To develop the community to its fullest potential by partnering with sports, tourism, and business organizations to establish 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.

FY19-20 Actual Expenditures	\$269,173.86
FY20-21 Budgeted Expenditures	\$461,406.00





PARKS AND RECREATION

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.

FY19-20 Actual Expenditures	\$808,453.20
FY20-21 Budgeted Expenditures	\$842,416.00

PARKS AND RECREATION

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.
- 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 cemeteries 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.

FY19-20 Actual Expenditures	\$676,983.50
FY20-21 Budgeted Expenditures	\$635,712.00

PARKS AND RECREATION

Accomplishments – Fiscal Year 2019-2020

- Selected to host the South Carolina Dixie Youth Baseball Majors and AA Coaches Pitch Division 2 State Tournament in July 2021.
- Won the 2020 SCRPA Park Excellence Award for the Orangeburg Recreation Complex.
- Welcomed more than two dozen community partners and nearly 1,000 children at our 3rd annual Trunk or Treat at Hillcrest Recreation Complex in October 2019.
- Held the SCAP 8U-12U State Soccer Tournament at Hillcrest Recreation Complex in December 2019.
- Hosted the 10U Football District Tournament at Orangeburg Wilkinson High School in December 2019.
- Packed the holiday season with family-friendly events including the Mayor's Tree Lighting Ceremony, approximately 1,000 visits with Santa in the Gardens, a Christmas movie in Centennial Park, and the 3rd annual Holiday Showcase in Stevenson Auditorium featuring the City of Orangeburg's Youth Chorus.
- Hosted the SCAP 12U Boys District Basketball Tournament at the Orangeburg City Gym in March 2020.
- Crowned the 2020 Queen of Roses and 3 Princesses of Roses at the annual pageant in March 2020 who aided in virtual public service announcements about COVID-19 safety.
- Introduced virtual programming titled "Rec on the Go" featuring drills for young athletes to work on their athletic skills at home during the pandemic. Average viewership: 7000 per month.
- Allowed youth to showcase their creativity in virtual photography and art contests.
- Interacted with our citizens and youth through social media platforms to keep them engaged in parks and recreation activities during the pandemic. Gained over 500 new Facebook followers in the last fiscal year.

Due to the COVID-19 pandemic, youth baseball, softball, and summer basketball leagues were cancelled, thus preventing our participants to qualify for district and state tournaments. Our programs including summer playground and spray park were impacted as well. Fiscal year 2019-2020 has yielded fewer accomplishments due to the pandemic.



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 workman's 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 rights-of-way 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.

FY19-20 Actual Expenditures	\$613,346.91
FY20-21 Budgeted Expenditures	\$629,307.00

ENTERPRISE FUNDS

PUBLIC WORKS



Airport Division

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 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.
- To perform quarterly safety inspections for the airport's terminal and hangars.
- To provide restroom service to Hangar C and K for SCAS personnel.
- To upgrade the QT Pod self-service fuel controller.
- To assist Husqvarna in the construction of a new shop building.
- To acquire AIP Federal Funding for the 1.6 million construction of the Apron Expansion.

FY19-20 Actual Expenditures	\$812,427.36
FY20-21 Budgeted Expenditures	\$2,228,144.00

HILLCREST GOLF SHOP



Hillcrest Pro Shop Department

The Hillcrest Golf Shop is centered around the requirements of the shop, golf course, driving range and practice areas. The pro shop members are responsible for recording sales (POS), organizing and re-stocking inventory, taking tee time reservations, helping with monthly and quarterly inventory checks, communicating daily play requirements, and opening and closing of the shop.

Goals and Objectives

- To ensure customers and employees are given a safe environment to play and work as it relates to this and other pandemics.
- To exceed safety protocols and procedures that are given by the leading golf course industry organizations.
- Restructure hours of operation to maximize efficiency, minimize waste and reduce labor costs.
- Cross train staff to provide excellent customer service and eliminate downtime.
- Enhance existing customer service to our members and guests through training and qualified employees dedicated to the business of golf.
- Offer a modern, fully stocked pro shop with major brand names and Hillcrest logoed items at competitive prices.
- Provide cutting edge merchandising techniques.
- Offer a platform for special orders of goods and services.
- Offer club repair services.

FY19-20 Actual Expenditures	\$67,543.29
FY20-21 Budgeted Expenditures	\$76,923.00

HILLCREST GOLF COURSE



Hillcrest Golf Course Department

To prepare, preserve and maintain the golf course as a major asset to the Orangeburg Community and to afford the opportunity to provide enjoyment to its members and guests. To plan and execute programs and procedures that maintain a superior golf experience as well as enhance and protect the environment, property and aesthetics of the Hillcrest Recreational Complex. We will maintain and manage our financial resources, course assets and equipment to provide an exceptional golf experience to all patrons.

Goals and Objectives

- To ensure customers and employees are given a safe environment to play and work as it relates to this and other pandemics.
- To exceed safety protocols and procedures that are given by the leading golf course industry organizations.
- Consolidate positions and restructure hours of operation to reduce costs.
- Continue chemical and fertilization programs.
- Upgrade and level the driving range to include building target greens.
- Refurbish and renovate existing greenside bunker complexes.
- Continue to monitor greens to prolong their use before replacement.
- Repair and upgrade existing irrigation.
- Provide golf instruction to beginners and customers to help grow and retain patrons.
- To offer enhancements (monetary and incentive based), to large groups, hotels, corporations, industries, companies, and city employees.

FY19-20 Actual Expenditures	\$216,321.16
FY20-21 Budgeted Expenditures	\$284,387.00

City Department Listing and Resources

Department	Division	Vehicles	Full Time Positions	Part Time Positions
Executive	Administrative	0	1	0
Executive	Elections	0	0	0
Executive	Municipal Court	0	5	0
Finance	Finance & Records	1	6	1
Finance	Information Technology	1	1	0
Administration	Administrative	1	2	0
Administration	Community Planning & Development	1	2	0
Administration	Human Resources	1	1	0
Public Works	Administrative	1	3	0
Public Works	Building Inspection	2	2	1
Public Works	Garage	3	5	0
Public Works	Municipal Buildings	1	1	0
Public Works	Parking	0	0	0
Public Works	Residential Sanitation	17	15	0
Public Works	Commercial Sanitation	3	2	0
Public Works	Streets and Maintenance	0	0	0
Public Safety	Administrative	1	3	0
Public Safety	Patrol	30	42	0
Public Safety	Special Operations	28	33	7
Public Safety	Investigative	19	15	0
Public Safety	Forensic Services	3	6	0
Parks and Recreation	Administrative	2	3	0
Parks and Recreation	Recreation	2	5	0
Parks and Recreation	Recreation Complex	1	3	0
Parks and Recreation	Gardens	8	13	0
Parks and Recreation	Parks and Cemetery	9	12	0
Service	Administration	11	9	0
Airport	Airport	1	1	2
Hillcrest Pro Shop	Hillcrest Pro Shop	1	3	2
Hillcrest Gold Course	Hillcrest Golf Course	1	4	2

BUDGET PROCESS



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 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 adoptions 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, 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 including 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 the second reading. A draft copy of the budget is made available prior to the 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 14, 2020.

Actual expenditures may not legally exceed budgeted appropriates 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 FY 2020-2021	
Date	Event
Tuesday, March 17, 2020	Approval of Budget Calendar
Tuesday, April 21, 2020- Thursday, April, 23, 2020	New World Budget System Module Training
Friday, May 1, 2020	Distribution of Calendar, Budget Forms, and Personnel Information to all Departments
Friday, May 8, 2020	Year End Projections for Revenues and Expenditures by 12 noon for FY20-21
Wednesday, May 20, 2020	Staff Planning for Management Team. Discuss Accomplishments, Goals and Objectives for FY20-21 (Airport Recreation Room, 8:30 am)
Monday, June 1, 2020	Budget Requests Submitted by 12 noon for FY20-21.
Thursday, June 4, 2020	Management Team to Review Submittals with Departments
Wednesday, June 10, 2020	Continued Management Review of Submittals
Tuesday, June 23, 2020	Planning Session for Council and Goal Setting (Executive Board Room, Council Chambers, 9:30am)
Wednesday, June 24, 2020	Planning Session for Council and Goal Setting (Executive Board Room, Council Chambers, 9:30 am)
Tuesday, July 7, 2020	Cancel City Council Meeting
Tuesday, July 21, 2020	Cancel City Council Meeting
Wednesday, July 22, 2020	Budget Workshops with Council and Budget Team 9:30 am
Thursday, July 23, 2020	Budget Workshops with Council and Budget Team 9:30am
Thursday, July 23, 2020	Finance Director prepares Budget Document for First Reading and Public Notice
Tuesday, August 4, 2020	First Reading of Budget FY20-21
Wednesday, August 5, 2020	Public Notice in Newspaper
Tuesday, August 18, 2020	Second Reading of Budget FY20-21
Tuesday, September 1, 2020	Third Reading and Adoption of Budget FY20-21
Tuesday, September 29, 2020	Budget Document Ready for Inspection
Thursday, October 1, 2020	New Fiscal Year Begins FY20-21

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 where they become measurable and available as net current assets. Measurable means the amount of the transaction can be determined and "available" means 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 to be susceptible to accrual because it is not available soon enough to pay liabilities of the current period and is not objectively measurable, including 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 earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Revenue Summary by Type

Revenue Classification	Adopted Budget	% of Budget	Prior Year Total
A - General Fund			
311 - PROPERTY TAXES	\$4,013,706.00	18.02%	\$3,875,965.09
318 - FRANCHISE FEES	\$157,000.00	0.70%	\$161,803.69
321 - BUSINESS LICENSES	\$3,505,300.00	15.74%	\$3,522,709.80
322 - PERMITS	\$45,406.00	0.20%	\$52,446.00
324 - HOSPITALITY & ACCOMMODATIONS TAX FEES	\$0.00	0.00%	\$0.00
331 - FEDERAL GRANTS	\$0.00	0.00%	\$0.00
334 - STATE GRANTS	\$373,722.00	1.68%	\$115,827.34
335 - STATE SHARED REVENUE	\$380,000.00	1.71%	\$380,855.10
341 - GENERAL GOVERNMENT FEES	\$5,700.00	0.03%	\$10,756.53
342 - FIRE SERVICE	\$811,000.00	3.64%	\$773,513.75
344 - SANITATION FEES	\$1,249,086.00	5.61%	\$1,246,651.24
347 - RECREATION	\$226,498.00	1.02%	\$79,534.92
351 - FINES & FORFEITURES	\$377,820.00	1.70%	\$234,156.39
361 - INTEREST REVENUES	\$125,000.00	0.56%	\$44,966.02
363 - RENTALS	\$43,000.00	0.19%	\$18,739.35
365 - DONATIONS	\$11,000.00	0.05%	\$11,030.00
390 - OTHER FINANCING SOURCES	\$3,872,462.00	17.39%	\$1,283,216.90
391 - INTERFUND TRANSFERS	\$6,782,706.00	30.46%	\$5,701,063.73
392 - SALE OF FIXED ASSETS	\$170,000.00	0.76%	\$50,410.48
394 - MISCELLANEOUS REVENUE	\$120,300.00	0.54%	\$232,768.32
A - General Fund Totals:	\$22,269,706.00	100.00%	\$17,796,414.65
B - Enterprise Funds			
AIRPORT	\$2,228,144.00	86.05%	\$812,427.36
PRO SHOP	\$76,923.00	2.97%	\$67,543.29
HILLCREST GOLF COURSE	\$284,387.00	10.98%	\$216,321.16
B - Proprietary Funds Net Totals:	\$2,589,454.00	100.00%	\$1,096,291.81
Revenue Grand Totals:	\$24,859,160.00		\$18,892,706.46

Expense Summary by Type

Expense Classification	Adopted Budget	% of Budget	Prior Year Total
A - General Fund			
EXECUTIVE	\$567,952.00	2.55%	\$588,978.75
FINANCE	\$982,723.00	4.41%	\$1,139,497.62
ADMINISTRATION	\$669,724.00	3.01%	\$752,269.77
PUBLIC WORKS	\$2,359,290.00	10.59%	\$3,242,740.49
PUBLIC SAFETY	\$11,981,056.00	53.80%	\$8,200,926.69
PARKS & RECREATION	\$2,840,225.00	12.75%	\$2,745,191.12
NON-OPERATING	\$2,239,429.00	10.06%	\$2,051,904.53
SERVICE	\$629,307.00	2.83%	\$613,346.91
A -General Fund Totals:	\$22,269,706.00	100.00%	\$19,334,855.88
B - Enterprise Funds			
AIRPORT	\$2,911,454.00	80.18%	\$803,694.71
PRO SHOP	\$76,923.00	2.12%	\$26,763.48
HILLCREST GOLF COURSE	\$642,727.00	17.70%	\$561,278.79
B - Proprietary Funds Net Totals:	\$3,631,104.00	100.00%	\$1,391,736.98
Expense Grand Totals:	\$25,900,810.00		\$20,726,592.86

Revenue and Expense Comparison to Prior Years

	Actual FY17-18	Actual FY18-19	Actual FY19-20	Budget FY 20-21
A - Revenues				
GENERAL FUND	\$18,734,651.07	\$17,796,307.00	\$17,796,414.65	\$22,269,706.00
AIRPORT	\$575,769.04	\$475,071.00	\$812,427.36	\$2,228,144.00
PRO SHOP	\$114,938.82	\$111,423.00	\$67,543.29	\$76,923.00
HILLCREST GOLF COURSE	\$341,276.58	\$606,691.00	\$216,321.16	\$284,387.00
Revenue Grand Totals:	\$19,766,635.51	\$18,989,492.00	\$18,892,706.46	\$24,859,160.00
B - Expenses				
GENERAL FUND	\$18,675,456.00	\$17,399,290.00	\$19,334,855.88	\$22,269,706.00
AIRPORT	\$1,564,801.13	\$1,184,041.00	\$803,694.71	\$2,911,454.00
PRO SHOP	\$61,362.51	\$111,423.00	\$26,763.48	\$76,923.00
HILLCREST GOLF COURSE	\$595,168.68	\$606,691.00	\$561,278.79	\$642,727.00
Expense Grand Totals:	\$20,896,788.32	\$19,301,445.00	\$20,726,592.86	\$25,900,810.00

City of Orangeburg FY 2020-2021 Operating Revenues and Expenditures

Account	Account Description	Budget Amount
Fund 010 - GENERAL FUND		
REVENUE		
311-001	CURRENT PROPERTY TAX	3,060,000.00
311-002	PENALTIES ON CURRENT TAX	40,000.00
311-003	PRIOR YEARS TAXES	150,000.00
311-004	PENALTIES ON PRI YEAR TAX	20,000.00
311-006	HOMESTEAD EXEMPTIONS	177,000.00
311-007	PROCESSING FEES	35,000.00
311-008	FORFEITED LAND COMM INTER	2,800.00
311-009	MERCHANTS INVT. TAX REIMB	69,016.00
311-010	MOTOR CARRIER TAXES	38,000.00
311-011	MANUFACTURER'S TAX EXEMPT	31,000.00
311-012	PAYMENT IN LIEU OF TAXES	98,890.00
311-036	2016 VEHICLE TAXES	.00
311-037	2017 VEHICLE TAXES	1,000.00
311-038	2018 VEHICLE TAXES	1,000.00
311-039	2019 VEHICLE TAXES	10,000.00
311-040	2020 VEHICLE TAXES	75,000.00
311-041	2021 VEHICLE TAXES	205,000.00
	311 - Totals	\$4,013,706.00
318		
318-001	CHARTER COMMUNICATIONS	142,000.00
318-002	AT&T	15,000.00
	318 - Totals	\$157,000.00
321		
	GENERAL BUSINESS LICENSES	1,050,000.00
321-001	LIFE & MEDICAL INSURANCE	850,000.00
321-002	FIRE & CASUALTY INSURANCE	1,510,000.00
321-003	PENALTIES BUSINESS LIC	30,000.00
321-004	PRECIOUS METALS LICENSE	300.00
321-005	TELECOMMUNICATIONS LICENS	65,000.00
321-007		
	321 - Totals	\$3,505,300.00
322		
322-001	BUILDING PERMITS	45,000.00
322-002	TAXI PERMITS	6.00
322-003	YARD SALE PERMITS	400.00
	322 - Totals	\$45,406.00

Account	Account Description	Budget Amount
334		
334-001	GRANT INCOME-STATE	4,500.00
334-002	SCHOOL RESOURCE OFFICER R	44,000.00
334-003	VICTIMS ADVOCATE GRANT	5,000.00
334-004	STATE INCOME - MISC	5,000.00
334-006	FORENSIC DRUG LAB	200,000.00
334-010	HWY SAFETY - LEN	.00
334-011	HIGHWAY SAFETY GRANT	115,222.00
334-016	COVID RECOVERY CREDITS	.00
	334 - Totals	\$373,722.00
335		
335-001	ACCOMMODATIONS TAX	35,000.00
335-002	LOCAL GOVERNMENT FUND	345,000.00
335-005	FEMA REIMB AFG	.00
335-009	DISASTER REIMBURSEMENT	.00
	335 - Totals	\$380,000.00
341		
341-001	REZONING FEES	4,500.00
341-002	SETOFF DEBT COLLECTIONS	1,200.00
	341 - Totals	\$5,700.00
342		
342-001	FIRE DISTRICT INCOME	800,000.00
342-002	PENALTIES FIRE DISTRICT	11,000.00
	342 - Totals	\$811,000.00
344		
344-001	COMMERCIAL SANITATION FEE	418,086.00
344-003	RESIDENTIAL SANITATION FE	831,000.00
	344 - Totals	\$1,249,086.00
347		
347-001	NON RESIDENT FEE	16,380.00
347-002	ADULT SOFTBALL	2,205.00
347-003	YOUTH SOFTBALL	6,960.00
347-004	BASEBALL	22,680.00
347-005	ADULT BASKETBALL	1,653.00
347-006	YOUTH BASKETBALL	25,200.00
347-007	FOOTBALL	14,400.00
347-009	YOUTH SOCCER	15,120.00
347-011	VOLLEYBALL	2,000.00
347-012	TENNIS	500.00
347-013	PROGRAMS/CLASSES	25,000.00
347-014	PAGEANTS	5,000.00
347-015	GENERAL CONCESSIONS	3,000.00
347-016	SPECIAL EVENTS	2,000.00

Account	Account Description	Budget Amount
347-018	CHEERLEADING	2,400.00
347-019	SPRAY PARK ADMISSION/RENT	19,000.00
347-020	GYM CONCESSIONS	9,000.00
347-021	SPORTS COMPLEX CONCESSION	10,000.00
347-026	GYM RENTALS,CAMPS,TOURNAM	32,000.00
347-027	SPORTS TOURNAMENTS	7,000.00
347-083	SPONSORSHIP	5,000.00
	347 - Totals	\$226,498.00
351		
351-001	CRIMINAL FINES	110,000.00
351-002	TRAFFIC FINES	260,000.00
351-003	PARKING TICKETS	4,000.00
351-005	INCIDENT & ACCIDENT	3,500.00
351-008	FINGERPRINT REVENUE	320.00
	351 - Totals	\$377,820.00
361		
361-001	INVESTMENT INT INCOME	125,000.00
	361 - Totals	\$125,000.00
363		
363-001	GEN PARKS & FAC. RENTALS	26,000.00
363-003	STEVENSON PERSONNEL	6,000.00
363-009	STEVENSON AUD RENTALS	11,000.00
	363 - Totals	\$43,000.00
365		
365-002	PRIVATE DONATION	6,000.00
365-009	DONATIONS-GANG INITIATIVE	5,000.00
	365 - Totals	\$11,000.00
390		
390-001	OTHER FINANCING SOURCES	3,387,462.00
390-003	TRF FR VICTIMS ADVOCATE	25,000.00
390-009	TRF FROM HOSP & ACC TAX	460,000.00
390-130	TRF FROM SELF INSURANCE	.00
	390 - Totals	\$3,872,462.00
391		
391-001	CASH RESERVE	1,082,706.00
391-002	PUBLIC UTILITY TRANSFER	5,640,000.00
391-007	DPU MISCELLANEOUS	60,000.00
	391 - Totals	\$6,782,706.00
392		
392-001	SALE OF FIXED ASSETS	170,000.00
	392 - Totals	\$170,000.00

Account	Account Description	Budget Amount
394		
394-000	WEEDY LOTS/DEMOS/CLEANUP	30,000.00
394-001	SALE-CEMETERY LOTS/INTERM	4,800.00
394-005	SERV CHG-RT CKS	500.00
394-006	TRAFFIC SIGNAL REIMBURS	500.00
394-007	SCDOT REIMBURSEMENT	17,500.00
394-009	RECYCLING FEES	4,000.00
394-012	MISCELLANEOUS REVENUE	48,000.00
394-050	INS/STOP LOSS/COBRA REIMB	15,000.00
	394 - Totals	<u>\$120,300.00</u>
	Department 000 - REVENUES Totals	<u>\$22,269,706.00</u>
	REVENUE TOTALS	<u>\$22,269,706.00</u>

EXPENSES

Account	Account Description	Budget Amount
	Department 01 - EXECUTIVE	
	Division 0110 - EXECUTIVE ADMINISTRATION	
410		
410-001	ADMINISTRATIVE PAYROLL	77,335.00
	410 - Totals	<u>\$77,335.00</u>
420		
420-006	WORKERS' COMPENSATION	2,354.00
420-007	SOCIAL SECURITY	5,917.00
420-008	RETIREMENT	12,807.00
	420 - Totals	<u>\$21,078.00</u>
430		
430-005	GROUP INSURANCE	9,884.00
	430 - Totals	<u>\$9,884.00</u>
440		
440-010	UTILITIES EXPENSE	3,400.00
	440 - Totals	<u>\$3,400.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	365.00
	450 - Totals	<u>\$365.00</u>
460		

Account	Account Description	Budget Amount
460-004	SPECIAL EXPENSE	35,000.00
460-009	TRAVEL & TRAINING	8,000.00
460-012	DUES, FEES & SUBSCRIPTION	6,105.00
460-013	POSTAGE, PRINTING, ADV	2,100.00
460-014	OFFICE SUPPLIES	375.00
460-016	MISCELLANEOUS EXPENSE	640.00
460-043	DEPRECIATION	.00
460-128	MAYOR'S EXPENSE ACCOUNT	5,000.00
460-130	MAYOR'S MONTHLY TRAVEL	3,000.00
460 - Totals		\$60,220.00
Division 0110 - EXECUTIVE ADMINISTRATION Totals		\$172,282.00

Division **0120 - ELECTIONS**

460

460-004	SPECIAL EXPENSE	6,000.00
460-013	POSTAGE, PRINTING, ADV	800.00
460 - Totals		\$6,800.00
Division 0120 - ELECTIONS Totals		\$6,800.00

Division **0130 - MUNICIPAL COURT**

410

410-001	ADMINISTRATIVE PAYROLL	138,528.00
410-002	OPERATIONAL PAYROLL	95,722.00
410-003	OVERTIME	.00
410 - Totals		\$234,250.00

420

420-006	WORKERS' COMPENSATION	.00
420-007	SOCIAL SECURITY	17,921.00
420-008	RETIREMENT	38,792.00
420 - Totals		\$56,713.00

430

430-005	GROUP INSURANCE	46,760.00
430 - Totals		\$46,760.00

450

450-011	PROPERTY & TORT INSURANCE	1,177.00
450 - Totals		\$1,177.00

460

460-002	INDIGENT DEFENSE	24,000.00
460-004	SPECIAL EXPENSE	4,000.00
460-009	TRAVEL & TRAINING	3,000.00
460-012	DUES, FEES & SUBSCRIPTION	500.00
460-013	POSTAGE, PRINTING, ADV	4,000.00
460-014	OFFICE SUPPLIES	1,500.00
460-015	OFFICE MAINTENANCE	1,200.00
460-016	MISCELLANEOUS EXPENSE	1,040.00

Account	Account Description	Budget Amount
460-017	COMPUTER OPERATIONS	1,800.00
460-025	COMPUTER SUPPLIES & UPGRA	500.00
460-041	CONTRACTUAL SERVICES	1,000.00
460-088	PR YR BOND REFUND EXPENSE	500.00
	460 - Totals	\$43,040.00
470		
470-020	CAPITAL OUTLAY	6,930.00
470-040	SMALL CAPITAL OUTLAY	.00
	470 - Totals	\$6,930.00
	Division 0130 - MUNICIPAL COURT Totals	\$388,870.00
	Department 01 - EXECUTIVE Totals	\$567,952.00

Department **10 - FINANCE**

Division **1010 - FINANCE & RECORDS**

410

410-001	ADMINISTRATIVE PAYROLL	305,383.00
410-003	OVERTIME	750.00
	410 - Totals	\$306,133.00

420

420-006	WORKERS' COMPENSATION	937.00
420-007	SOCIAL SECURITY	23,362.00
420-008	RETIREMENT	50,572.00
	420 - Totals	\$74,871.00

430

430-005	GROUP INSURANCE	63,017.00
	430 - Totals	\$63,017.00

440

440-010	UTILITIES EXPENSE	4,500.00
	440 - Totals	\$4,500.00

450

450-011	PROPERTY & TORT INSURANCE	2,758.00
450-049	VEHICLE INSURANCE	2,000.00
	450 - Totals	\$4,758.00

460

460-009	TRAVEL & TRAINING	3,500.00
460-012	DUES, FEES & SUBSCRIPTION	1,700.00
460-013	POSTAGE, PRINTING, ADV	8,000.00
460-014	OFFICE SUPPLIES	3,750.00
460-015	OFFICE MAINTENANCE	5,000.00
460-016	MISCELLANEOUS EXPENSE	2,000.00
460-017	COMPUTER OPERATIONS	1,308.00
460-021	GAS	200.00
460-022	TIRES	250.00
460-025	COMPUTER SUPPLIES & UPGRA	1,000.00
460-030	LEASES	3,607.00

Account	Account Description	Budget Amount
460-041	CONTRACTUAL SERVICES	50,000.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	300.00
	460 - Totals	\$80,615.00
470		
470-020	CAPITAL OUTLAY	19,532.00
470-040	SMALL CAPITAL OUTLAY	.00
	470 - Totals	\$19,532.00
	Division 1010 - FINANCE & RECORDS Totals	\$553,426.00
	Division 1030 - INFORMATION TECHNOLOGY	
410		
410-001	ADMINISTRATIVE PAYROLL	61,173.00
410-003	OVERTIME	.00
	410 - Totals	\$61,173.00
420		
420-006	WORKERS' COMPENSATION	1,121.00
420-007	SOCIAL SECURITY	4,680.00
420-008	RETIREMENT	10,131.00
	420 - Totals	\$15,932.00
430		
430-005	GROUP INSURANCE	8,825.00
	430 - Totals	\$8,825.00
440		
440-010	UTILITIES EXPENSE	2,450.00
	440 - Totals	\$2,450.00
450		
450-011	PROPERTY & TORT INSURANCE	1,883.00
450-049	VEHICLE INSURANCE	781.00
	450 - Totals	\$2,664.00
460		
460-009	TRAVEL & TRAINING	400.00
460-012	DUES, FEES & SUBSCRIPTION	40.00
460-013	POSTAGE, PRINTING, ADV	50.00
460-014	OFFICE SUPPLIES	113.00
460-015	OFFICE MAINTENANCE	1,100.00
460-016	MISCELLANEOUS EXPENSE	400.00
460-017	COMPUTER OPERATIONS	123,000.00
460-021	GAS	200.00
460-022	TIRES	.00
460-025	COMPUTER SUPPLIES & UPGRA	5,500.00
460-041	CONTRACTUAL SERVICES	149,000.00
460-050	VEHICLE MAINTENANCE	450.00
	460 - Totals	\$280,253.00

Account	Account Description	Budget Amount
470		
470-020	CAPITAL OUTLAY	58,000.00
470-040	SMALL CAPITAL OUTLAY	.00
	470 - Totals	\$58,000.00
	Division 1030 - INFORMATION TECHNOLOGY Totals	\$429,297.00
	Department 10 - FINANCE Totals	\$982,723.00

Department **20 - ADMINISTRATIVE**

Division **2010 - ADM ADMINISTRATION**

410

410-001	ADMINISTRATIVE PAYROLL	307,882.00
	410 - Totals	\$307,882.00

420

420-006	WORKERS' COMPENSATION	4,996.00
420-007	SOCIAL SECURITY	23,553.00
420-008	RETIREMENT	50,986.00
	420 - Totals	\$79,535.00

430

430-005	GROUP INSURANCE	33,931.00
	430 - Totals	\$33,931.00

440

440-010	UTILITIES EXPENSE	3,500.00
	440 - Totals	\$3,500.00

450

450-011	PROPERTY & TORT INSURANCE	1,994.00
450-049	VEHICLE INSURANCE	2,052.00
	450 - Totals	\$4,046.00

460

460-004	SPECIAL EXPENSE	100.00
460-009	TRAVEL & TRAINING	2,000.00
460-012	DUES, FEES & SUBSCRIPTION	3,600.00
460-013	POSTAGE, PRINTING, ADV	1,800.00
460-014	OFFICE SUPPLIES	1,125.00
460-015	OFFICE MAINTENANCE	2,805.00
460-016	MISCELLANEOUS EXPENSE	480.00
460-021	GAS	1,850.00
460-022	TIRES	.00
460-025	COMPUTER SUPPLIES & UPGRA	865.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	550.00
460-115	HUMAN RESOURCES EXPENSES	8,500.00
	460 - Totals	\$23,675.00

Account	Account Description	Budget Amount
470		
470-040	SMALL CAPITAL OUTLAY	.00
	470 - Totals	<u>\$0.00</u>
	Division 2010 - ADM ADMINISTRATION Totals	<u>\$452,569.00</u>
	Division 2020 - COMMUNITY PLANNING	
410		
410-001	ADMINISTRATIVE PAYROLL	134,832.00
410-003	OVERTIME	375.00
	410 - Totals	<u>\$135,207.00</u>
420		
420-006	WORKERS' COMPENSATION	2,040.00
420-007	SOCIAL SECURITY	10,315.00
420-008	RETIREMENT	22,259.00
	420 - Totals	<u>\$34,614.00</u>
430		
430-005	GROUP INSURANCE	17,171.00
	430 - Totals	<u>\$17,171.00</u>
440		
440-010	UTILITIES EXPENSE	1,300.00
	440 - Totals	<u>\$1,300.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	1,735.00
450-049	VEHICLE INSURANCE	1,013.00
	450 - Totals	<u>\$2,748.00</u>
460		
460-004	SPECIAL EXPENSE	.00
460-009	TRAVEL & TRAINING	4,000.00
460-012	DUES, FEES & SUBSCRIPTION	1,100.00
460-013	POSTAGE, PRINTING, ADV	3,000.00
460-014	OFFICE SUPPLIES	675.00
460-015	OFFICE MAINTENANCE	200.00
460-016	MISCELLANEOUS EXPENSE	640.00
460-021	GAS	250.00
460-022	TIRES	500.00
460-025	COMPUTER SUPPLIES & UPGRA	250.00
460-026	GRANT MATCH	15,000.00
460-050	VEHICLE MAINTENANCE	500.00
	460 - Totals	<u>\$26,115.00</u>
	Division 2020 - COMMUNITY PLANNING Totals	<u>\$217,155.00</u>
	Department 20 - ADMINISTRATIVE Totals	<u>\$669,724.00</u>

Account	Account Description	Budget Amount
Department 40 - PUBLIC WORKS		
Division 4001 - PW ADMINISTRATION		
410		
410-001	ADMINISTRATIVE PAYROLL	175,823.00
	410 - Totals	\$175,823.00
420		
420-006	WORKERS' COMPENSATION	2,059.00
420-007	SOCIAL SECURITY	13,451.00
420-008	RETIREMENT	29,117.00
	420 - Totals	\$44,627.00
430		
430-005	GROUP INSURANCE	32,000.00
	430 - Totals	\$32,000.00
440		
440-010	UTILITIES EXPENSE	4,437.00
	440 - Totals	\$4,437.00
450		
450-011	PROPERTY & TORT INSURANCE	1,859.00
450-049	VEHICLE INSURANCE	1,144.00
	450 - Totals	\$3,003.00
460		
460-004	SPECIAL EXPENSE	250.00
460-009	TRAVEL & TRAINING	2,000.00
460-012	DUES, FEES & SUBSCRIPTION	600.00
460-013	POSTAGE, PRINTING, ADV	500.00
460-014	OFFICE SUPPLIES	900.00
460-015	OFFICE MAINTENANCE	1,800.00
460-018	CLOTHING	375.00
460-021	GAS	1,500.00
460-024	MATERIALS AND SUPPLIES	1,000.00
460-025	COMPUTER SUPPLIES & UPGRA	3,700.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	500.00
	460 - Totals	\$13,125.00
	Division 4001 - PW ADMINISTRATION Totals	\$273,015.00
Division 4010 - BUILDING INSPECTION		
410		
410-001	ADMINISTRATIVE PAYROLL	123,661.00
	410 - Totals	\$123,661.00
420		
420-006	WORKERS' COMPENSATION	4,041.00
420-007	SOCIAL SECURITY	9,460.00
420-008	RETIREMENT	20,478.00
	420 - Totals	\$33,979.00

Account	Account Description	Budget Amount
430		
430-005	GROUP INSURANCE	28,000.00
	430 - Totals	<u>\$28,000.00</u>
440		
440-010	UTILITIES EXPENSE	1,000.00
	440 - Totals	<u>\$1,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	1,190.00
450-049	VEHICLE INSURANCE	2,826.00
	450 - Totals	<u>\$4,016.00</u>
460		
460-009	TRAVEL & TRAINING	2,500.00
460-012	DUES, FEES & SUBSCRIPTION	1,200.00
460-013	POSTAGE, PRINTING, ADV	3,000.00
460-014	OFFICE SUPPLIES	900.00
460-015	OFFICE MAINTENANCE	300.00
460-018	CLOTHING	450.00
460-021	GAS	600.00
460-022	TIRES	500.00
460-024	MATERIALS AND SUPPLIES	10,000.00
460-025	COMPUTER SUPPLIES & UPGRA	1,500.00
460-050	VEHICLE MAINTENANCE	1,000.00
	460 - Totals	<u>\$21,950.00</u>
	Division 4010 - BUILDING INSPECTION Totals	<u>\$212,606.00</u>
	Division 4030 - GARAGE	
410		
410-001	ADMINISTRATIVE PAYROLL	51,979.00
410-002	OPERATIONAL PAYROLL	186,056.00
410-003	OVERTIME	1,875.00
	410 - Totals	<u>\$239,910.00</u>
420		
420-006	WORKERS' COMPENSATION	7,299.00
420-007	SOCIAL SECURITY	18,210.00
420-008	RETIREMENT	39,419.00
	420 - Totals	<u>\$64,928.00</u>
430		
430-005	GROUP INSURANCE	42,096.00
	430 - Totals	<u>\$42,096.00</u>
440		
440-010	UTILITIES EXPENSE	18,000.00
	440 - Totals	<u>\$18,000.00</u>

Account	Account Description	Budget Amount
450		
450-011	PROPERTY & TORT INSURANCE	4,719.00
450-049	VEHICLE INSURANCE	2,959.00
	450 - Totals	<u>\$7,678.00</u>
460		
460-009	TRAVEL & TRAINING	1,000.00
460-012	DUES, FEES & SUBSCRIPTION	400.00
460-013	POSTAGE, PRINTING, ADV	.00
460-014	OFFICE SUPPLIES	375.00
460-015	OFFICE MAINTENANCE	100.00
460-018	CLOTHING	2,000.00
460-019	EQUIPMENT MAINTENANCE	4,100.00
460-021	GAS	2,500.00
460-022	TIRES	700.00
460-023	FACILITY MAINTENANCE	11,000.00
460-024	MATERIALS AND SUPPLIES	12,000.00
460-025	COMPUTER SUPPLIES & UPGRA	3,000.00
460-048	COGS RETAIL INVENTORY	.00
460-050	VEHICLE MAINTENANCE	361.00
	460 - Totals	<u>\$37,536.00</u>
470		
470-020	CAPITAL OUTLAY	46,000.00
470-040	SMALL CAPITAL OUTLAY	1,150.00
	470 - Totals	<u>\$47,150.00</u>
	Division 4030 - GARAGE Totals	<u>\$457,298.00</u>
	Division 4040 - MUNICIPAL BUILDINGS	
410		
410-002	OPERATIONAL PAYROLL	34,216.00
410-003	OVERTIME	6,000.00
	410 - Totals	<u>\$40,216.00</u>
420		
420-006	WORKERS' COMPENSATION	714.00
420-007	SOCIAL SECURITY	2,618.00
420-008	RETIREMENT	5,667.00
	420 - Totals	<u>\$8,999.00</u>
430		
430-005	GROUP INSURANCE	5,000.00
	430 - Totals	<u>\$5,000.00</u>
440		
440-010	UTILITIES EXPENSE	35,000.00
	440 - Totals	<u>\$35,000.00</u>

Account	Account Description	Budget Amount
450		
450-011	PROPERTY & TORT INSURANCE	8,778.00
450-049	VEHICLE INSURANCE	750.00
	450 - Totals	\$9,528.00
460		
460-018	CLOTHING	713.00
460-019	EQUIPMENT MAINTENANCE	500.00
460-021	GAS	1,500.00
460-022	TIRES	500.00
460-023	FACILITY MAINTENANCE	30,000.00
460-024	MATERIALS AND SUPPLIES	5,100.00
460-041	CONTRACTUAL SERVICES	20,300.00
460-050	VEHICLE MAINTENANCE	500.00
460-199	FIRST CIT BLDG EXPENSES	125.00
	460 - Totals	\$59,238.00
470		
470-020	CAPITAL OUTLAY	10,000.00
	470 - Totals	\$10,000.00
	Division 4040 - MUNICIPAL BUILDINGS Totals	\$167,981.00
	Division 4050 - PARKING FACILITIES	
450		
450-011	PROPERTY & TORT INSURANCE	31.00
	450 - Totals	\$31.00
460		
460-024	MATERIALS AND SUPPLIES	.00
460-036	PARKING LOT RENTALS	3,600.00
	460 - Totals	\$3,600.00
	Division 4050 - PARKING FACILITIES Totals	\$3,631.00
	Division 4060 - RESIDENTIAL SANITATION	
410		
410-001	ADMINISTRATIVE PAYROLL	47,902.00
410-002	OPERATIONAL PAYROLL	460,585.00
410-003	OVERTIME	24,750.00
	410 - Totals	\$533,237.00
420		
420-006	WORKERS' COMPENSATION	38,663.00
420-007	SOCIAL SECURITY	38,900.00
420-008	RETIREMENT	84,206.00
	420 - Totals	\$161,769.00
430		
430-005	GROUP INSURANCE	137,850.00
	430 - Totals	\$137,850.00

Account	Account Description	Budget Amount
440		
440-010	UTILITIES EXPENSE	6,000.00
	440 - Totals	<u>\$6,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	7,727.00
450-049	VEHICLE INSURANCE	24,842.00
	450 - Totals	<u>\$32,569.00</u>
460		
460-004	SPECIAL EXPENSE	600.00
460-009	TRAVEL & TRAINING	500.00
460-013	POSTAGE, PRINTING, ADV	100.00
460-014	OFFICE SUPPLIES	375.00
460-016	MISCELLANEOUS EXPENSE	1,280.00
460-018	CLOTHING	10,000.00
460-019	EQUIPMENT MAINTENANCE	500.00
460-021	GAS	45,000.00
460-022	TIRES	20,000.00
460-023	FACILITY MAINTENANCE	12,500.00
460-024	MATERIALS AND SUPPLIES	3,500.00
460-038	CARTS & MAINTENANCE	10,500.00
460-041	CONTRACTUAL SERVICES	3,500.00
460-050	VEHICLE MAINTENANCE	40,000.00
460-665	RECYCLING BINS	2,000.00
	460 - Totals	<u>\$150,355.00</u>
470		
470-020	CAPITAL OUTLAY	.00
	470 - Totals	<u>\$0.00</u>
	Division 4060 - RESIDENTIAL SANITATION Totals	<u>\$1,021,780.00</u>
	Division 4065 - COMMERCIAL SANITATION	
410		
410-002	OPERATIONAL PAYROLL	76,524.00
410-003	OVERTIME	7,500.00
	410 - Totals	<u>\$84,024.00</u>
420		
420-006	WORKERS' COMPENSATION	9,179.00
420-007	SOCIAL SECURITY	5,855.00
420-008	RETIREMENT	12,673.00
	420 - Totals	<u>\$27,707.00</u>
430		
430-005	GROUP INSURANCE	13,190.00
	430 - Totals	<u>\$13,190.00</u>

Account	Account Description	Budget Amount
450		
450-011	PROPERTY & TORT INSURANCE	805.00
450-049	VEHICLE INSURANCE	5,273.00
	450 - Totals	\$6,078.00
460		
460-018	CLOTHING	1,000.00
460-021	GAS	19,000.00
460-022	TIRES	12,000.00
460-024	MATERIALS AND SUPPLIES	3,000.00
460-025	COMPUTER SUPPLIES & UPGRA	.00
460-037	FRONT END CONTAINERS	17,600.00
460-050	VEHICLE MAINTENANCE	13,000.00
	460 - Totals	\$65,600.00
	Division 4065 - COMMERCIAL SANITATION Totals	\$196,599.00
	Division 4080 - STREETS AND MAINTENANCE	
450		
450-011	PROPERTY & TORT INSURANCE	1,178.00
450-049	VEHICLE INSURANCE	1,702.00
	450 - Totals	\$2,880.00
460		
460-019	EQUIPMENT MAINTENANCE	3,500.00
460-021	GAS	500.00
460-022	TIRES	500.00
460-024	MATERIALS AND SUPPLIES	8,000.00
460-039	TRAFFIC & STREET SIGNS	9,000.00
460-050	VEHICLE MAINTENANCE	2,000.00
	460 - Totals	\$23,500.00
	Division 4080 - STREETS AND MAINTENANCE Totals	\$26,380.00
	Department 40 - PUBLIC WORKS Totals	\$2,359,290.00
	Department 60 - PUBLIC SAFETY	
	Division 6010 - DPS ADMINISTRATION	
410		
410-001	ADMINISTRATIVE PAYROLL	133,266.00
410-002	OPERATIONAL PAYROLL	27,852.00
410-003	OVERTIME	525.00
	410 - Totals	\$161,643.00
420		
420-006	WORKERS' COMPENSATION	3,811.00
420-007	SOCIAL SECURITY	12,326.00
420-008	RETIREMENT	29,172.00
	420 - Totals	\$45,309.00

Account	Account Description	Budget Amount
430		
430-005	GROUP INSURANCE	22,408.00
	430 - Totals	<u>\$22,408.00</u>
440		
440-010	UTILITIES EXPENSE	135,000.00
	440 - Totals	<u>\$135,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	33,833.00
450-049	VEHICLE INSURANCE	2,743.00
	450 - Totals	<u>\$36,576.00</u>
460		
460-004	SPECIAL EXPENSE	35,000.00
460-008	NEW HIRE/RECRUITMENT EXP	5,300.00
460-009	TRAVEL & TRAINING	2,000.00
460-012	DUES, FEES & SUBSCRIPTION	10,000.00
460-013	POSTAGE, PRINTING, ADV	10,000.00
460-014	OFFICE SUPPLIES	6,000.00
460-015	OFFICE MAINTENANCE	15,000.00
460-017	COMPUTER OPERATIONS	42,000.00
460-021	GAS	1,500.00
460-022	TIRES	600.00
460-023	FACILITY MAINTENANCE	40,000.00
460-024	MATERIALS AND SUPPLIES	15,000.00
460-025	COMPUTER SUPPLIES & UPGRA	9,000.00
460-030	LEASES	12,300.00
460-034	GANG INITIATIVE/2020	5,000.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	800.00
460-053	CRIMINAL STATE ASSESSMENT	105,000.00
460-054	TRAFFIC STATE ASSESSMENTS	250,000.00
460-056	JUVENILE DETENTION	6,000.00
	460 - Totals	<u>\$570,500.00</u>
470		
470-020	CAPITAL OUTLAY	481,000.00
	470 - Totals	<u>\$481,000.00</u>
	Division 6010 - DPS ADMINISTRATION Totals	<u>\$1,452,436.00</u>
	Division 6020 - PATROL	
410		
410-001	ADMINISTRATIVE PAYROLL	63,003.00
410-002	OPERATIONAL PAYROLL	1,725,520.00
410-003	OVERTIME	142,500.00
	410 - Totals	<u>\$1,931,023.00</u>

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	45,870.00
420-007	SOCIAL SECURITY	141,094.00
420-008	RETIREMENT	340,070.00
	420 - Totals	<u>\$527,034.00</u>
430		
430-005	GROUP INSURANCE	397,379.00
	430 - Totals	<u>\$397,379.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	60,904.00
450-049	VEHICLE INSURANCE	52,425.00
	450 - Totals	<u>\$113,329.00</u>
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	1,000.00
460-018	CLOTHING	75,000.00
460-019	EQUIPMENT MAINTENANCE	52,000.00
460-021	GAS	80,000.00
460-022	TIRES	10,000.00
460-024	MATERIALS AND SUPPLIES	4,000.00
460-027	RADIOS	45,000.00
460-028	TRAFFIC CONTROL	500.00
460-049	CANINE EXPENSES	6,000.00
460-050	VEHICLE MAINTENANCE	20,000.00
	460 - Totals	<u>\$294,500.00</u>
470		
470-020	CAPITAL OUTLAY	380,240.00
	470 - Totals	<u>\$380,240.00</u>
	Division 6020 - PATROL Totals	<u>\$3,643,505.00</u>

Division **6025 - SPECIAL OPERATIONS**

410		
410-001	ADMINISTRATIVE PAYROLL	79,893.00
410-002	OPERATIONAL PAYROLL	1,288,345.00
410-003	OVERTIME	120,000.00
	410 - Totals	<u>\$1,488,238.00</u>
420		
420-006	WORKERS' COMPENSATION	29,782.00
420-007	SOCIAL SECURITY	103,674.00
420-008	RETIREMENT	249,058.00
	420 - Totals	<u>\$382,514.00</u>
430		
430-005	GROUP INSURANCE	275,515.00
	430 - Totals	<u>\$275,515.00</u>

Account	Account Description	Budget Amount
450		
450-011	PROPERTY & TORT INSURANCE	46,041.00
450-049	VEHICLE INSURANCE	44,386.00
	450 - Totals	\$90,427.00
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	25,000.00
460-019	EQUIPMENT MAINTENANCE	15,000.00
460-021	GAS	34,000.00
460-022	TIRES	5,000.00
460-024	MATERIALS AND SUPPLIES	13,000.00
460-029	FIRE APPARATUS MAINTENANC	59,200.00
460-033	AMMUNITION	9,000.00
460-050	VEHICLE MAINTENANCE	15,000.00
460-076	SPECIAL EVENTS	7,000.00
460-080	MENTORING EXPENSES	3,000.00
460-166	CJIS COMPLIANCE	25,000.00
	460 - Totals	\$211,200.00
470		
470-020	CAPITAL OUTLAY	2,342,000.00
470-040	SMALL CAPITAL OUTLAY	3,000.00
470-043	FEMA - FP&S	8,602.00
	470 - Totals	\$2,353,602.00
	Division 6025 - SPECIAL OPERATIONS Totals	\$4,801,496.00
	Division 6030 - INVESTIGATIONS	
410		
410-001	ADMINISTRATIVE PAYROLL	63,003.00
410-002	OPERATIONAL PAYROLL	668,043.00
410-003	OVERTIME	30,000.00
	410 - Totals	\$761,046.00
420		
420-006	WORKERS' COMPENSATION	12,564.00
420-007	SOCIAL SECURITY	55,926.00
420-008	RETIREMENT	138,508.00
	420 - Totals	\$206,998.00
430		
430-005	GROUP INSURANCE	156,664.00
	430 - Totals	\$156,664.00
450		
450-011	PROPERTY & TORT INSURANCE	22,291.00
450-049	VEHICLE INSURANCE	18,619.00
	450 - Totals	\$40,910.00

Account	Account Description	Budget Amount
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	1,000.00
460-018	CLOTHING	7,800.00
460-019	EQUIPMENT MAINTENANCE	2,500.00
460-021	GAS	25,000.00
460-022	TIRES	3,000.00
460-024	MATERIALS AND SUPPLIES	3,000.00
460-050	VEHICLE MAINTENANCE	8,000.00
460-058	EXTRADITION	1,000.00
460-113	VICTIM'S SERVICES	8,900.00
	460 - Totals	\$61,200.00
470		
470-020	CAPITAL OUTLAY	42,000.00
	470 - Totals	\$42,000.00
	Division 6030 - INVESTIGATIONS Totals	\$1,268,818.00
	 Division 6085 - OFFICE OF HWY SAFETY	
410		
410-002	OPERATIONAL PAYROLL	38,421.00
	410 - Totals	\$38,421.00
420		
420-006	WORKERS' COMPENSATION	115.00
420-007	SOCIAL SECURITY	2,939.00
420-008	RETIREMENT	7,008.00
	420 - Totals	\$10,062.00
430		
430-005	GROUP INSURANCE	8,991.00
	430 - Totals	\$8,991.00
460		
460-024	MATERIALS AND SUPPLIES	11,400.00
	460 - Totals	\$11,400.00
470		
470-020	CAPITAL OUTLAY	46,348.00
	470 - Totals	\$46,348.00
	Division 6085 - OFFICE OF HWY SAFETY Totals	\$115,222.00
	 Division 6089 - FORENSIC SERVICES UNIT	
410		
410-002	OPERATIONAL PAYROLL	329,742.00
410-003	OVERTIME	13,000.00
	410 - Totals	\$342,742.00

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	6,498.00
420-007	SOCIAL SECURITY	25,225.00
420-008	RETIREMENT	62,487.00
	420 - Totals	\$94,210.00
430		
430-005	GROUP INSURANCE	57,384.00
	430 - Totals	\$57,384.00
450		
450-011	PROPERTY & TORT INSURANCE	6,462.00
450-049	VEHICLE INSURANCE	2,781.00
	450 - Totals	\$9,243.00
460		
460-009	TRAVEL & TRAINING	8,000.00
460-013	POSTAGE, PRINTING, ADV	.00
460-019	EQUIPMENT MAINTENANCE	83,500.00
460-021	GAS	3,500.00
460-022	TIRES	1,000.00
460-023	FACILITY MAINTENANCE	7,500.00
460-024	MATERIALS AND SUPPLIES	85,000.00
460-025	COMPUTER SUPPLIES & UPGRA	6,000.00
460-050	VEHICLE MAINTENANCE	1,500.00
	460 - Totals	\$196,000.00
	Division 6089 - FORENSIC SERVICES UNIT Totals	\$699,579.00
	Department 60 - PUBLIC SAFETY Totals	\$11,981,056.00

Department **70 - PARKS & RECREATION**

Division **7001 - P&R ADMINISTRATION**

410		
410-001	ADMINISTRATIVE PAYROLL	178,255.00
	410 - Totals	\$178,255.00
420		
420-006	WORKERS' COMPENSATION	5,192.00
420-007	SOCIAL SECURITY	13,634.00
420-008	RETIREMENT	29,513.00
	420 - Totals	\$48,339.00
430		
430-005	GROUP INSURANCE	27,698.00
	430 - Totals	\$27,698.00
440		
440-010	UTILITIES EXPENSE	9,500.00
	440 - Totals	\$9,500.00

Account	Account Description	Budget Amount
450		
450-011	PROPERTY & TORT INSURANCE	3,328.00
450-049	VEHICLE INSURANCE	1,803.00
	450 - Totals	<u>\$5,131.00</u>
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	1,500.00
460-012	DUES, FEES & SUBSCRIPTION	388.00
460-013	POSTAGE, PRINTING, ADV	1,000.00
460-014	OFFICE SUPPLIES	250.00
460-015	OFFICE MAINTENANCE	50.00
460-017	COMPUTER OPERATIONS	800.00
460-018	CLOTHING	563.00
460-021	GAS	900.00
460-022	TIRES	250.00
460-024	MATERIALS AND SUPPLIES	100.00
460-025	COMPUTER SUPPLIES & UPGRA	100.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	300.00
	460 - Totals	<u>\$7,201.00</u>
	Division 7001 - P&R ADMINISTRATION Totals	<u>\$276,124.00</u>
	Division 7010 - RECREATION	
410		
410-001	ADMINISTRATIVE PAYROLL	56,846.00
410-002	OPERATIONAL PAYROLL	221,084.00
410-003	OVERTIME	.00
	410 - Totals	<u>\$277,930.00</u>
420		
420-006	WORKERS' COMPENSATION	8,885.00
420-007	SOCIAL SECURITY	21,262.00
420-008	RETIREMENT	32,170.00
	420 - Totals	<u>\$62,317.00</u>
430		
430-005	GROUP INSURANCE	42,656.00
	430 - Totals	<u>\$42,656.00</u>
440		
440-010	UTILITIES EXPENSE	65,000.00
	440 - Totals	<u>\$65,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	1,964.00
450-049	VEHICLE INSURANCE	1,600.00
	450 - Totals	<u>\$3,564.00</u>

Account	Account Description	Budget Amount
460		
460-004	SPECIAL EXPENSE	3,000.00
460-009	TRAVEL & TRAINING	2,500.00
460-012	DUES, FEES & SUBSCRIPTION	1,400.00
460-013	POSTAGE, PRINTING, ADV	200.00
460-015	OFFICE MAINTENANCE	3,500.00
460-017	COMPUTER OPERATIONS	5,500.00
460-018	CLOTHING	2,400.00
460-019	EQUIPMENT MAINTENANCE	500.00
460-021	GAS	1,700.00
460-022	TIRES	500.00
460-023	FACILITY MAINTENANCE	17,000.00
460-024	MATERIALS AND SUPPLIES	18,000.00
460-025	COMPUTER SUPPLIES & UPGRA	400.00
460-031	MISCELLANEOUS EQUIPMENT	250.00
460-045	CREDIT CARD DISCOUNT	600.00
460-050	VEHICLE MAINTENANCE	1,000.00
460-064	BASEBALL	.00
460-065	ADULT BASKETBALL	2,000.00
460-066	YOUTH BASKETBALL	18,000.00
460-067	FOOTBALL	15,000.00
460-069	YOUTH SOCCER	10,000.00
460-071	VOLLEYBALL	1,000.00
460-072	TENNIS	250.00
460-073	INSTRUCTIONAL CLASSES	25,000.00
460-074	PAGEANTS	1,000.00
460-076	SPECIAL EVENTS	1,000.00
460-077	INSURANCE	400.00
460-078	CHEERLEADING	1,000.00
460-079	CONCESSION EXPENSES	15,000.00
460-118	SPRAY PARK EXPENSE	7,000.00
460-125	ALL STAR TEAM EXPENSES	15,000.00
460-133	GYM MAINTENANCE & EXPENSE	3,000.00
	460 - Totals	\$173,100.00
	Division 7010 - RECREATION Totals	\$624,567.00

Division **7015 - RECREATION COMPLEX**

410		
410-001	ADMINISTRATIVE PAYROLL	41,496.00
410-002	OPERATIONAL PAYROLL	156,417.00
410-003	OVERTIME	6,750.00
	410 - Totals	\$204,663.00

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	317.00
420-007	SOCIAL SECURITY	15,140.00
420-008	RETIREMENT	32,775.00
	420 - Totals	<u>\$48,232.00</u>
430		
430-005	GROUP INSURANCE	52,234.00
	430 - Totals	<u>\$52,234.00</u>
440		
440-010	UTILITIES EXPENSE	25,000.00
	440 - Totals	<u>\$25,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	16,527.00
450-049	VEHICLE INSURANCE	3,900.00
	450 - Totals	<u>\$20,427.00</u>
460		
460-004	SPECIAL EXPENSE	2,000.00
460-009	TRAVEL & TRAINING	3,000.00
460-013	POSTAGE, PRINTING, ADV	400.00
460-015	OFFICE MAINTENANCE	750.00
460-016	MISCELLANEOUS EXPENSE	400.00
460-018	CLOTHING	2,500.00
460-019	EQUIPMENT MAINTENANCE	5,000.00
460-021	GAS	5,000.00
460-022	TIRES	1,300.00
460-023	FACILITY MAINTENANCE	16,000.00
460-024	MATERIALS AND SUPPLIES	25,000.00
460-050	VEHICLE MAINTENANCE	1,500.00
460-062	ADULT SOFTBALL	1,000.00
460-063	YOUTH SOFTBALL	10,000.00
460-064	BASEBALL	16,000.00
460-077	INSURANCE	1,000.00
460-133	GYM MAINTENANCE & EXPENSE	20,000.00
	460 - Totals	<u>\$110,850.00</u>
470		
470-020	CAPITAL OUTLAY	.00
	470 - Totals	<u>\$0.00</u>
	Division 7015 - RECREATION COMPLEX Totals	<u>\$461,406.00</u>
	Division 7020 - GARDENS	
410		
410-001	ADMINISTRATIVE PAYROLL	96,158.00
410-002	OPERATIONAL PAYROLL	326,995.00
410-003	OVERTIME	7,003.00
	410 - Totals	<u>\$430,156.00</u>

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	14,680.00
420-007	SOCIAL SECURITY	32,371.00
420-008	RETIREMENT	70,075.00
	420 - Totals	<u>\$117,126.00</u>
430		
430-005	GROUP INSURANCE	117,219.00
	430 - Totals	<u>\$117,219.00</u>
440		
440-010	UTILITIES EXPENSE	55,000.00
	440 - Totals	<u>\$55,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	25,167.00
450-049	VEHICLE INSURANCE	6,123.00
	450 - Totals	<u>\$31,290.00</u>
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	1,000.00
460-012	DUES, FEES & SUBSCRIPTION	325.00
460-016	MISCELLANEOUS EXPENSE	800.00
460-018	CLOTHING	3,500.00
460-019	EQUIPMENT MAINTENANCE	8,000.00
460-021	GAS	15,000.00
460-022	TIRES	3,000.00
460-023	FACILITY MAINTENANCE	7,000.00
460-024	MATERIALS AND SUPPLIES	40,000.00
460-025	COMPUTER SUPPLIES & UPGRA	500.00
460-031	MISCELLANEOUS EQUIPMENT	2,500.00
460-050	VEHICLE MAINTENANCE	4,000.00
460-126	FOUNTAIN MAINTENANCE	5,000.00
	460 - Totals	<u>\$91,625.00</u>
470		
470-020	CAPITAL OUTLAY	.00
	470 - Totals	<u>\$0.00</u>
	Division 7020 - GARDENS Totals	<u>\$842,416.00</u>

Division **7040 - PARKS AND CEMETERIES**

410		
410-001	ADMINISTRATIVE PAYROLL	90,397.00
410-002	OPERATIONAL PAYROLL	246,407.00
410-003	OVERTIME	12,000.00
	410 - Totals	<u>\$348,804.00</u>

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	8,283.00
420-007	SOCIAL SECURITY	25,766.00
420-008	RETIREMENT	55,775.00
	420 - Totals	\$89,824.00
430		
430-005	GROUP INSURANCE	81,879.00
	430 - Totals	\$81,879.00
440		
440-010	UTILITIES EXPENSE	20,000.00
	440 - Totals	\$20,000.00
450		
450-011	PROPERTY & TORT INSURANCE	23,052.00
450-049	VEHICLE INSURANCE	6,203.00
	450 - Totals	\$29,255.00
460		
460-004	SPECIAL EXPENSE	500.00
460-009	TRAVEL & TRAINING	250.00
460-018	CLOTHING	3,500.00
460-019	EQUIPMENT MAINTENANCE	6,000.00
460-021	GAS	10,000.00
460-022	TIRES	1,700.00
460-023	FACILITY MAINTENANCE	10,000.00
460-024	MATERIALS AND SUPPLIES	32,000.00
460-031	MISCELLANEOUS EQUIPMENT	.00
460-050	VEHICLE MAINTENANCE	2,000.00
	460 - Totals	\$65,950.00
470		
470-020	CAPITAL OUTLAY	.00
	470 - Totals	\$0.00
	Division 7040 - PARKS AND CEMETERIES Totals	\$635,712.00
	Department 70 - PARKS & RECREATION Totals	\$2,840,225.00

Department **80 - NON-OPERATING**

Division **8000 - NON-OP ADMINISTRATION**

410		
410-052	MERIT INC/COL ESTIMATES	136,000.00
	410 - Totals	\$136,000.00
430		
430-006	INS OPERATIONAL FEES	130,000.00
430-007	BC/BS SELF INSURED EXPENS	.00
	430 - Totals	\$130,000.00

Account	Account Description	Budget Amount
470		
470-079	SPECIAL PROJECTS CAPITAL	.00
	470 - Totals	<u>\$0.00</u>
480		
480-011	DISASTER RECOVERY	15,000.00
480-012	CHAMBER DUES	1,545.00
480-017	COVID 19 EXPENSES	30,000.00
480-023	EMPLOYEE CHRISTMAS	20,000.00
480-028	ANNEXATION COVENANTS	8,500.00
480-033	BLD CODE ENFORCEMENT	60,000.00
480-067	DONATION SAMARITAN HOUSE	.00
480-069	MASC BUSINESS LICENSES	5,000.00
480-071	COMM SANITATION FEES	270,000.00
480-075	UNEMPLOYMENT INSURANCE	750.00
480-079	SPECIAL PROJECTS	40,000.00
480-081	DOWNTOWN REVITALIZATION	25,000.00
480-082	DEBT SERVICE	1,038,165.00
480-083	RETIREES-GROUP INSURANCE	35,000.00
480-086	SETOFF DEBT	869.00
480-094	CDL DRUG/ALCOHOL/OTHER TESTING & MONITORING	1,000.00
480-095	SELF INSURANCE	.00
480-099	EMPLOYEE SHOTS	.00
480-109	INVESTMENT FEES	.00
480-191	BANKING FEES	20,000.00
	480 - Totals	<u>\$1,570,829.00</u>
	Division 8000 - NON-OP ADMINISTRATION Totals	<u>\$1,836,829.00</u>
	Division 8010 - NON-OPERATING UTILITIES	
480		
480-001	STREET LIGHTS	375,000.00
480-003	CHRISTMAS LIGHTS	6,000.00
480-006	FIBER RENTAL EXPENSE	21,600.00
	480 - Totals	<u>\$402,600.00</u>
	Division 8010 - NON-OPERATING UTILITIES Totals	<u>\$402,600.00</u>
	Department 80 - NON-OPERATING Totals	<u>\$2,239,429.00</u>
	Department 90 - SERVICE	
	Division 9010 - SERVICE ADMINISTRATION	
410		
410-001	ADMINISTRATIVE PAYROLL	122,013.00
410-002	OPERATIONAL PAYROLL	215,567.00
410-003	OVERTIME	8,182.00
	410 - Totals	<u>\$345,762.00</u>

Account	Account Description	Budget Amount
420		
420-006	WORKERS' COMPENSATION	14,556.00
420-007	SOCIAL SECURITY	25,824.00
420-008	RETIREMENT	55,904.00
	420 - Totals	\$96,284.00
430		
430-005	GROUP INSURANCE	85,753.00
	430 - Totals	\$85,753.00
440		
440-010	UTILITIES EXPENSE	7,500.00
	440 - Totals	\$7,500.00
450		
450-011	PROPERTY & TORT INSURANCE	19,470.00
450-049	VEHICLE INSURANCE	13,175.00
	450 - Totals	\$32,645.00
460		
460-004	SPECIAL EXPENSE	500.00
460-009	TRAVEL & TRAINING	600.00
460-012	DUES, FEES & SUBSCRIPTION	200.00
460-013	POSTAGE, PRINTING, ADV	100.00
460-014	OFFICE SUPPLIES	113.00
460-015	OFFICE MAINTENANCE	150.00
460-016	MISCELLANEOUS EXPENSE	800.00
460-018	CLOTHING	1,800.00
460-019	EQUIPMENT MAINTENANCE	12,000.00
460-021	GAS	2,000.00
460-022	TIRES	5,000.00
460-023	FACILITY MAINTENANCE	1,500.00
460-024	MATERIALS AND SUPPLIES	6,000.00
460-031	MISCELLANEOUS EQUIPMENT	500.00
460-043	DEPRECIATION	.00
460-050	VEHICLE MAINTENANCE	12,000.00
	460 - Totals	\$43,263.00

Account	Account Description	Budget Amount
470		
470-020	CAPITAL OUTLAY	17,300.00
470-040	SMALL CAPITAL OUTLAY	800.00
	470 - Totals	<u>\$18,100.00</u>
	Division 9010 - SERVICE ADMINISTRATION Totals	<u>\$629,307.00</u>
	Department 90 - SERVICE Totals	\$629,307.00
	EXPENSE TOTALS	\$22,269,706.00
	Fund 010 - GENERAL FUND Totals	
	REVENUE TOTALS	22,269,706.00
	EXPENSE TOTALS	22,269,706.00
	Fund 010 - GENERAL FUND Totals	<u>\$0.00</u>

Fund **170 - AIRPORT**

REVENUE

Department **000 - REVENUES**

313

313-001	SALES TAX	22,000.00
	313 - Totals	<u>\$22,000.00</u>

331

331-001	GRANT INCOME-FEDERAL	150,000.00
331-004	REIMBURSEMENT FROM FAA	1,449,804.00
	331 - Totals	<u>\$1,599,804.00</u>

334

334-001	GRANT INCOME-STATE	80,545.00
	334 - Totals	<u>\$80,545.00</u>

335

335-007	1% CAPITAL PROJECTS TAX	80,545.00
	335 - Totals	<u>\$80,545.00</u>

346

346-001	AVGAS FUEL SALES	110,000.00
346-002	JET FUEL SALES	250,000.00
346-003	OIL SALES	7,000.00
346-004	HANGAR RENTALS	68,000.00
346-005	TIE-DOWN RENTALS	2,400.00
346-006	FINANCE CHARGE	500.00
346-007	LEASES/RENTAL AGREEMENTS	1,800.00
346-010	RETAIL SALES	1,000.00
346-011	SOLID WASTE FEES	300.00
	346 - Totals	<u>\$441,000.00</u>

Account	Account Description	Budget Amount
394		
394-012	MISCELLANEOUS REVENUE	250.00
394-025	MISC REVENUE NON-TAXABLE	4,000.00
	394 - Totals	<u>\$4,250.00</u>
	Department 000 - REVENUES Totals	<u>\$2,228,144.00</u>
	REVENUE TOTALS	<u>\$2,228,144.00</u>
EXPENSE		
	Department 001 - EXPENDITURES	
440		
440-010	UTILITIES EXPENSE	22,000.00
	440 - Totals	<u>\$22,000.00</u>
450		
450-011	PROPERTY & TORT INSURANCE	29,553.00
450-049	VEHICLE INSURANCE	880.00
	450 - Totals	<u>\$30,433.00</u>
460		
460-004	SPECIAL EXPENSE	1,000.00
460-009	TRAVEL & TRAINING	5,000.00
460-012	DUES, FEES & SUBSCRIPTION	800.00
460-013	POSTAGE, PRINTING, ADV	200.00
460-014	OFFICE SUPPLIES	225.00
460-015	OFFICE MAINTENANCE	120.00
460-016	MISCELLANEOUS EXPENSE	200.00
460-018	CLOTHING	563.00
460-019	EQUIPMENT MAINTENANCE	8,500.00
460-021	GAS	500.00
460-022	TIRES	500.00
460-023	FACILITY MAINTENANCE	74,000.00
460-024	MATERIALS AND SUPPLIES	4,000.00
460-025	COMPUTER SUPPLIES & UPGRA	.00
460-041	CONTRACTUAL SERVICES	1,500.00
460-042	SALES TAX PAYABLE	20,000.00
460-043	DEPRECIATION	721,088.00
460-045	CREDIT CARD DISCOUNT	12,000.00
460-047	NAVIGATIONAL EQUIPMENT	2,500.00
460-048	COGS RETAIL INVENTORY	230,000.00
460-050	VEHICLE MAINTENANCE	500.00
460-172	SOLID WASTE DISPOSAL	300.00
	460 - Totals	<u>\$1,083,496.00</u>

Account	Account Description	Budget Amount
470		
470-020	CAPITAL OUTLAY	20,000.00
470-033	GRANT - HANGARS	.00
470-040	SMALL CAPITAL OUTLAY	.00
470-056	GRANT - APRON EXP PHASE 2	1,610,894.00
	470 - Totals	<u>\$1,630,894.00</u>
	Department 001 - EXPENDITURES Totals	<u>\$2,766,823.00</u>

Department **170 - MUNICIPAL AIRPORT**

Division **170 - AIRPORT ADMINISTRATION**

410		
410-001	ADMINISTRATIVE PAYROLL	57,678.00
410-002	OPERATIONAL PAYROLL	44,117.00
410-003	OVERTIME	1,500.00
	410 - Totals	<u>\$103,295.00</u>
420		
420-006	WORKERS' COMPENSATION	4,556.00
420-007	SOCIAL SECURITY	7,788.00
420-008	RETIREMENT	16,858.00
	420 - Totals	<u>\$29,202.00</u>
430		
430-005	GROUP INSURANCE	12,134.00
	430 - Totals	<u>\$12,134.00</u>
	Division 170 - AIRPORT ADMINISTRATION Totals	<u>\$144,631.00</u>
	Department 170 - MUNICIPAL AIRPORT Totals	<u>\$144,631.00</u>
	EXPENSE TOTALS	<u>\$2,911,454.00</u>

Fund **170 - AIRPORT** Totals

REVENUE TOTALS 2,228,144.00

EXPENSE TOTALS 2,911,454.00

Fund **170 - AIRPORT** Totals **(\$683,310.00)**

Fund **180 - HILLCREST PRO SHOP**

REVENUE

Department **000 - REVENUES**

313		
313-001	SALES TAX	9,978.00
	313 - Totals	<u>\$9,978.00</u>
348		
348-000	DRIVING RANGE REVENUES	11,952.00
	348 - Totals	<u>\$11,952.00</u>

Account	Account Description	Budget Amount
349		
349-001	BEER SALES	1,000.00
349-002	DRINK SALES	8,919.00
349-003	FOOD AND SNACKBAR	8,725.00
349-004	SOFTGOODS,SHOES & CLOTHIN	16,596.00
349-005	CLUBS	768.00
349-006	GOLFBALLS	18,599.00
349-007	PULL CART RENTAL	386.00
	349 - Totals	<u>\$54,993.00</u>
	Department 000 - REVENUES Totals	<u>\$76,923.00</u>
	REVENUE TOTALS	<u>\$76,923.00</u>
	EXPENSE	
	Department 001 - EXPENDITURES	
460		
460-041	CONTRACTUAL SERVICES	3,000.00
460-042	SALES TAX PAYABLE	9,999.00
460-048	COGS RETAIL INVENTORY	18,000.00
460-098	DRIVING RANGE EXPENSES	2,000.00
460-181	BEER BEVERAGES	4,500.00
460-182	DRINK PRODUCTS	3,500.00
460-183	FOOD & SNACKBAR PRODUCTS	5,500.00
460-184	SOFTGOODS,SHOES & CLOTHIN	.00
460-185	CLUBS	.00
460-493	TRANSFER TO HILLCREST GC	30,424.00
	460 - Totals	<u>\$76,923.00</u>
	Department 001 - EXPENDITURES Totals	<u>\$76,923.00</u>
	EXPENSE TOTALS	<u>\$76,923.00</u>
	Fund 180 - HILLCREST PRO SHOP Totals	
	REVENUE TOTALS	76,923.00
	EXPENSE TOTALS	76,923.00
	Fund 180 - HILLCREST PRO SHOP Totals	<u>\$0.00</u>

Fund **185 - HILLCREST GOLF COURSE**

REVENUE

Department **000 - REVENUES**

313		
313-002	ADMISSIONS TAX	6,145.00
	313 - Totals	<u>\$6,145.00</u>
347		
347-027	SPORTS TOURNAMENTS	.00
	347 - Totals	<u>\$0.00</u>
348		

Account	Account Description	Budget Amount
348-001	GREEN FEES	124,016.00
348-002	CART RENTAL	98,815.00
348-003	MEMBERSHIPS	12,356.00
348-004	HC CAPITAL PROJECTS REVEN	9,424.00
348-008	FACILITY FEE/WALKERS	1,398.00
	348 - Totals	\$246,009.00
390		
390-010	TRANSFER FROM PRO SHOP	30,424.00
	390 - Totals	\$30,424.00
394		
394-012	MISCELLANEOUS REVENUE	1,800.00
394-028	LESSONS & CLUB REPAIR	9.00
	394 - Totals	\$1,809.00
	Department 000 - REVENUES Totals	\$284,387.00
	REVENUE TOTALS	\$284,387.00

EXPENSE

Department **001 - EXPENDITURES**

440		
440-010	UTILITIES EXPENSE	33,000.00
	440 - Totals	\$33,000.00
450		
450-011	PROPERTY & TORT INSURANCE	15,673.00
450-049	VEHICLE INSURANCE	1,045.00
	450 - Totals	\$16,718.00
460		
460-004	SPECIAL EXPENSE	250.00
460-009	TRAVEL & TRAINING	2,100.00
460-010	FERTILIZER AND CHEMICALS	7,000.00
460-012	DUES, FEES & SUBSCRIPTION	510.00
460-013	POSTAGE, PRINTING, ADV	4,800.00
460-014	OFFICE SUPPLIES	225.00
460-015	OFFICE MAINTENANCE	500.00
460-016	MISCELLANEOUS EXPENSE	240.00
460-017	COMPUTER OPERATIONS	6,000.00
460-018	CLOTHING	1,875.00
460-019	EQUIPMENT MAINTENANCE	8,500.00
460-021	GAS	6,000.00
460-022	TIRES	1,500.00
460-023	FACILITY MAINTENANCE	6,000.00
460-024	MATERIALS AND SUPPLIES	8,500.00
460-025	COMPUTER SUPPLIES & UPGRA	600.00
460-030	LEASES	1,200.00
460-042	SALES TAX PAYABLE	6,500.00
460-043	DEPRECIATION	46,700.00

Account	Account Description	Budget Amount
460-045	CREDIT CARD DISCOUNT	7,000.00
460-050	VEHICLE MAINTENANCE	700.00
460-114	IRRIGATION EXPENSES	3,000.00
	460 - Totals	\$119,700.00
470		
470-020	CAPITAL OUTLAY	.00
470-040	SMALL CAPITAL OUTLAY	2,400.00
	470 - Totals	\$2,400.00
	Department 001 - EXPENDITURES Totals	\$171,818.00

Department **185 - HILLCREST GOLF COURSE**

Division **185 - HILLCREST ADMINISTRATION**

410

410-001	ADMINISTRATIVE PAYROLL	63,003.00
410-002	OPERATIONAL PAYROLL	253,552.00
410-003	OVERTIME	563.00
	410 - Totals	\$317,118.00

420

420-006	WORKERS' COMPENSATION	5,371.00
420-007	SOCIAL SECURITY	24,217.00
420-008	RETIREMENT	52,422.00
	420 - Totals	\$82,010.00

430

430-005	GROUP INSURANCE	71,781.00
	430 - Totals	\$71,781.00

Division **185 - HILLCREST ADMINISTRATION** Totals **\$470,909.00**

Department **185 - HILLCREST GOLF COURSE** Totals **\$470,909.00**

EXPENSE TOTALS **\$642,727.00**

Fund **185 - HILLCREST GOLF COURSE** Totals

REVENUE TOTALS **284,387.00**

EXPENSE TOTALS **642,727.00**

Fund **185 - HILLCREST GOLF COURSE** Totals **(\$358,340.00)**

Grand Totals

REVENUE TOTALS **24,859,160.00**

EXPENSE TOTALS **25,900,810.00**

Grand Totals **(\$1,041,650.00)**

PURCHASING REQUIREMENTS

Small Capital Outlay

\$0.01 - \$2,999.99: Purchases may be made by the department head or authorized agent on his/her behalf. Competitions 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 have 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

\$3,000.00 - \$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.

\$50,000.00 - \$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 outlines 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.

\$100,000.00 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 (\$100,000.00).

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.

City of Orangeburg

Capital Summary FY 20-21

Type	Division	Item Requested	Total Amount Requested	Category Total
Capital	0130-Municipal Court	Copier	\$6,929.86	\$6,929.86
Capital	1010-Finance	Car	\$19,532.00	
Capital	1030-Information Technology	City Telephone System	\$58,000.00	\$77,532.00
Capital	170-Airport Administration	QT Pod Model M4000 (Self-Serving Fuel Controller)	\$20,000.00	\$20,000.00
Small Capital	185-Hillcrest Administration	(3) reels for a John Deere Tri-Plex Mower	\$2,400.00	\$2,400.00
Capital	4030-Garage	Mobile Lifting System (Four separate column lifts, one for each tire)	\$46,000.00	
Capital	4040-Municipal Buildings	Access Control System Expansion	\$10,000.00	\$56,000.00
Small Capital	6025-Special Operations	Gas Monitor	\$3,000.00	
Capital	6010-DPS Administration	Axon In-Car and Interview Room Video System	\$436,000.00	
Capital	6010-DPS Administration	Vehicle-Tahoe-NC Sheriff's Association Vehicles (Durango and Explorer) and Police Package Equipment	\$45,000.00	
Capital	6020-Patrol	LRP Processers	\$376,000.00	
Capital	6020-Patrol	Vehicle (SUV)-Special marked as Recruiter	\$4,240.00	
Capital	6025-Special Operations	Vehicle	\$42,000.00	
Capital	6030-Investigations	Vehicles-Requesting SUV	\$42,000.00	\$948,240.00
Small Capital	9010-Service	Misc Tools and Other	\$800.00	
Capital	9010-Service	Mower	\$17,300.00	\$18,100.00
				<u>\$1,129,201.86</u>

DEBT SERVICE CALCULATIONS

Debt Services 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 issues for the capital projects or capital outlay expenditures for the current year.

DEBT SERVICE OBLIGATIONS

Municipal Equipment consisting of vehicles, Grapple truck, and Shuttle truck for FY2020-2021 in the amount of \$722,000 financed for 3 years with South State Bank at an estimated interest rate of 2.35%.

\$246,322.34

Municipal Equipment consisting of vehicles, Garbage truck, and mowers for FY2020-2021 in the amount of \$659,000 financed for 3 years at 1.04% at US Bank.

\$222,372.86

Two Firetrucks to be financed at a banking institution at 2.3 million

\$471,717.75

Total Annual Debt Service comprised in account 480-082 under the Non-Operating Department

\$940,412.95

COMPUTATION OF LEGAL DEBT MARGIN

Total Assessed Value **\$40,477,043**

Debt Limit - 8% of Assessed Value **\$3,238,163**



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