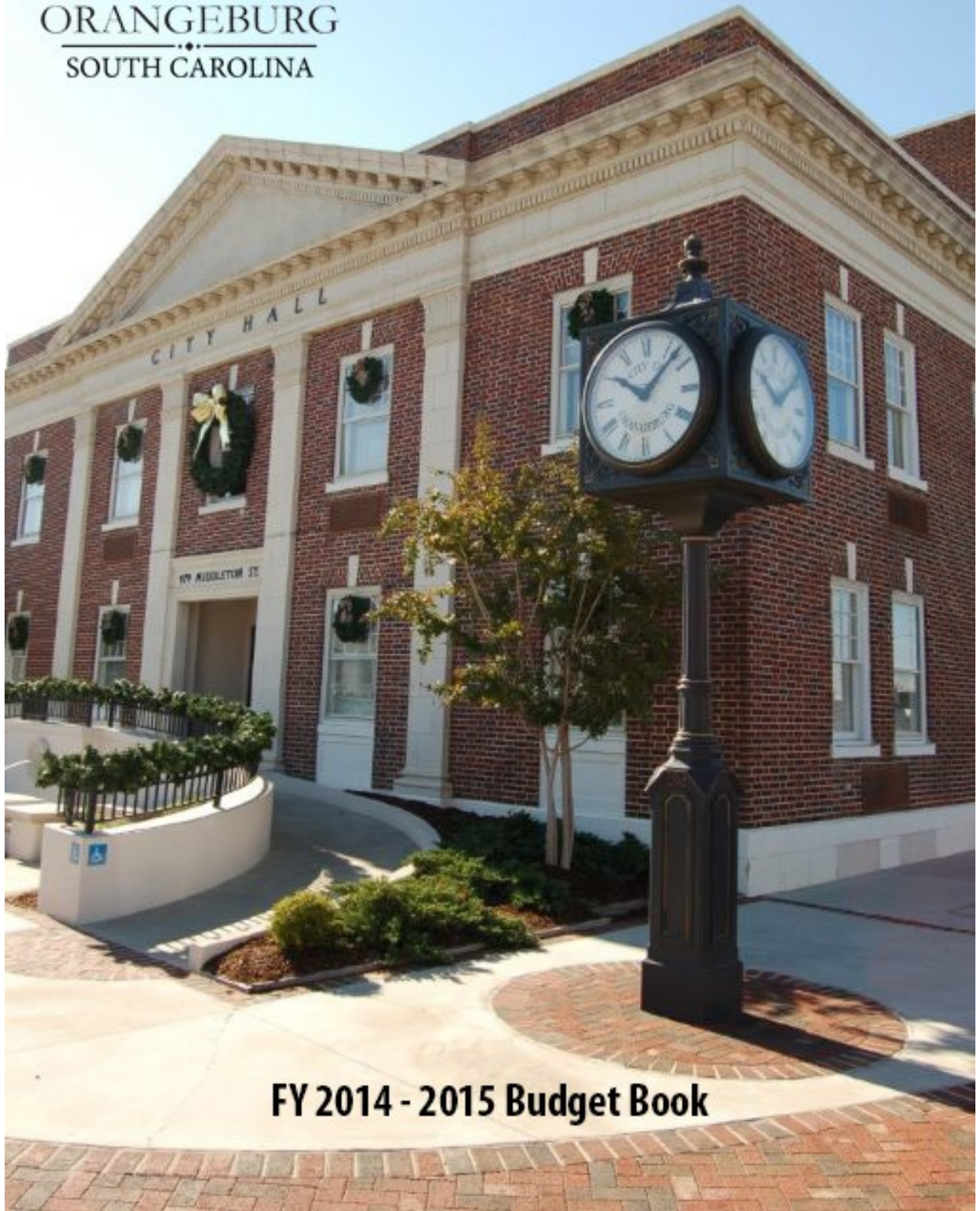




ORANGEBURG
SOUTH CAROLINA



FY 2014 - 2015 Budget Book

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FY October 1, 2014 – September 30, 2015

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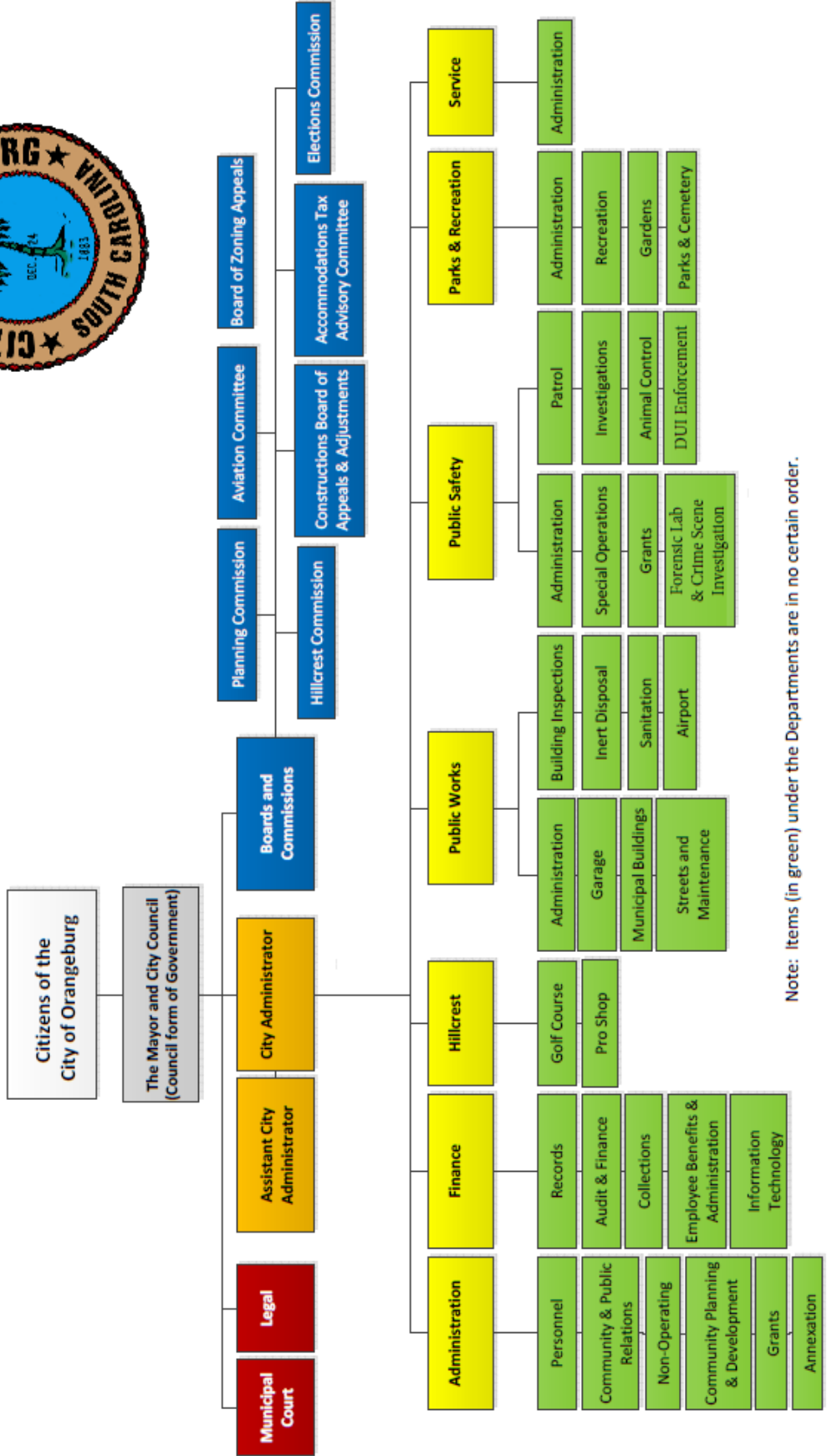
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The City of Orangeburg

Organizational Chart



Note: Items (in green) under the Departments are in no certain order.



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

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

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

Quick Facts

Population

- Orangeburg County: 91,746
- Orangeburg City: 13,964

Climate

- Average temperature: 62.95 degrees
- Average annual rainfall: 46.97 inches



Millage Rate: 90

Number of Fire Stations: 4

Number of Full-time City Employees:

Number of Part-time City Employees:

Date of Incorporation: December 24, 1983

Labor

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

Top Employers of Orangeburg County

Husqvarna Outdoor Products
Regional Medical Center of Orangeburg
South Carolina State University
County of Orangeburg
Food Lion LLC
Koyo Corporation of USA
Zeus Industrial Products



Places of Interest

The City of Orangeburg holds home to many points of interests for tourists as well as its citizens. A listing of some of those attractions are below.

For those who may be interested in history and viewing historical sites, you may find these places interesting:

- Alex Salley Archives Building
 - Claflin University
- South Carolina State University/Dixie Hall
 - Judge Glover's Home
 - Old Presbyterian Cemetery
- Orangeburg County Fine Arts Building
 - Pioneer Graveyard

Then while visiting the Edisto River be sure to visit.....

The Edisto Memorial Gardens that holds home to some roses that are apart of the American Rose Garden

Selections and also the American Rose Society. The Edisto Memorial Gardens also has many attractions including:

Andrew Berry Terrace Garden
Butterfly Garden
Centennial Park
Disc Golf Course
Horne Wetlands Park
Memorial Fountain

Spray Park
Water Wheel
Works of Sculpture
Angel of Hope
Veteran's Memorial Park
Summers Memorial Park





City Government

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

The present members of Council and their number of years on Council are as follows:

<u>Name</u>	<u>Title</u>	<u>Years on Council</u>	<u>District</u>
Michael C. Butler	Mayor	1 year	At large
Bernard Haire	Mayor Pro Tempore	26 years	4
Charles B. Barnwell, Jr.	Councilmember	13 years	3
Charles W. Jernigan	Councilmember	15 years	2
Sandra P. Knotts	Councilmember	21 years	6
L. Zimmerman Keitt	Councilmember	6 years	5
Richard F. Stroman	Councilmember	6 years	1

Government Organization

The principal functional areas of the City government are summarized in the organizational chart in this book. These functions are designed to provide government service in an efficient and effective manner promoting the concern of quality customer service.

The **Executive Department** is the first functional area and is comprised of both elected and non-elected officials. Included within this area are the functions of Mayor, City Council, Legal, Elections, and Municipal Court.

The **Finance Department** is comprised of two divisions: Finance and Records (including the functions of budgeting, internal auditing, employee benefits, all revenues, budget and accounting) and Information Technology.

The **Administration Department** is comprised of two divisions: Administrative, which includes a Human Resource Officer, and Community Planning.

Public Works encompasses those areas related to the maintenance of the City's infrastructure, city equipment, and the removal of refuse. Organizationally, it contains seven divisions:

- Administration
- Building Inspection (enforcement of building codes, inspections, and issuance of permits)
- Garage (maintenance of City's rolling stock)
- Parking Facilities (overseeing of parking facilities owned and/or operated by the City)
- Sanitation (collection of residential and commercial refuse)
- Streets & Maintenance and Parking Lots

The **Department of Public Safety** provides a variety of public safety services, including mobile patrol, crime prevention, crime investigations, warrant detail, traffic enforcement, and fire suppression service. Included within this Department are the Divisions of:

- Administration (budget, applicant screening, internal investigations)
 - Patrol (mobile response, traffic enforcement, accident investigation)
 - Special Operations (accreditation, neighborhood based police services, dispatch, training, grants, equipment)
 - Investigations (crimes, drug cases, surveillance, forensic scientist)
 - Forensic Lab
- Any grant related Divisions



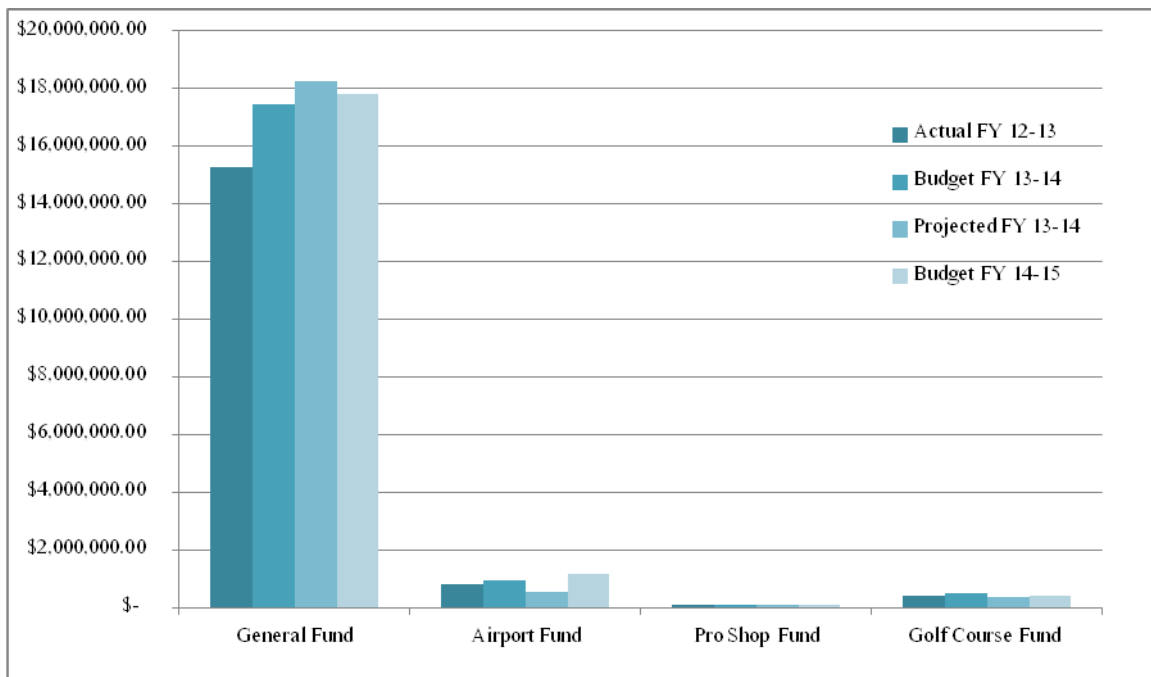
City Government

The **Parks & Recreation Department** oversees the following functions and has these divisions: Administration, Recreation, Gardens, and Parks & Cemeteries. This Department is responsible for sporting programs, instructional classes, and maintenance of the parks, Edisto Gardens, and two cemeteries.

The **Service Department** provides maintenance and service for other Departments and citizens within the City. Some of the Department's responsibilities are grounds maintenance, drainage, lawn cutting, sweeping, scraping dirt streets, and litter control.

The **Orangeburg Municipal Airport** is a city owned and operated Airport. The Administration Division of the Airport operates the Airport and provides maintenance on hangars and other Airport facilities. This Department is overseen by the Public Works Director and operates as an Enterprise Fund.

Summary of Fund Revenues



There are no fee increases for FY 2014-2015.



The Budget Document & 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 which establishes the economic resources that are required to support these activities. The budget is a fiscal, planning, and policy document which reflect the allocation of limited revenues among competing uses. These allocations are provided for only after considerable time and analysis are devoted to weighing and balancing demands for public service with available resources.

Legal provisions for adoption of the annual budget are contained in Article X, Section 7 of the Constitution of the State of SC, Section 5-13-90 of the SC Code of Laws of 1970 and Section 2-5.2 of the Orangeburg Municipal Code.

Budget Process

The budget process begins in April where the Finance Director creates a budget calendar, which is approved by the City Administrator, and he in turn presents it to Council for approval. In May, the Finance Director distributes the budget manuals that include the budget calendar, statistical analysis, and budgetary history, and needed forms to each Department.

Each Department Head then prepares a comprehensive list of goals and objectives that highlights the programs, projects, capital needs, and initiatives they would like to have considered for the upcoming budget year. Each item is then presented to the Management Team in a goal setting retreat in an informal setting. Goals from previous years, which have not been completed, are included in these goals along with initiatives for the upcoming year. This serves as a guide by which each Department then prepares their expenditure requests. Expenditure requests are then evaluated to determine the fiscal resources necessary to accomplish these goals. During this time, the Finance Director prepares revenue estimates for the current year. Appropriate Departments also prepare their own revenue projections for those revenue items generated by their Departments.

Each Department Head then meets individually with the Budget Team to review budget and expenditure requests. During these meetings, the goals of each Department are reviewed and expenditure requests are evaluated to determine the fiscal resources necessary to accomplish these goals.

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

Budget Amending Process

Request(s) for budget changes (projections) must be submitted by Department Heads to the City Administrator, who in turn submits his request to Council. The amendments are submitted to City Council and are approved by an Ordinance. This procedure takes place during the budget process for the upcoming fiscal year. The Ordinance was passed on September 2, 2014.

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



City Funds & Accounting

Capital Projects Funds - The Capital Projects Fund accounts for financial resources to be used for the renovations of major capital facilities, which are not financed by the General Fund or the Proprietary Funds. A budget is not adopted for the Capital Projects Fund. Current capital project funds are: Stevenson Auditorium Renovation Fund, County Capital 1%, and Debt Service Fund.

Proprietary Fund - Proprietary Funds are used to account for activities where the determination of net income is necessary or useful for sound financial administration.

Enterprise Funds - Enterprise Funds are used to account for activities that provide goods and services and to recover costs through user charges in a manner similar to private business enterprises (including depreciation). The City maintains an Enterprise Fund to account for the Orangeburg Municipal Airport, Hillcrest Pro Shop and Hillcrest Golf Course.

Fiduciary Fund - Expendable Trust Funds include funds held for the Orangeburg Festival of Roses, Delinquent Tax Collections and Edisto Senior Games. They are accounted for in essentially the same manner as governmental funds.

Agency Funds - Agency Funds are used to account for assets and liabilities, which are custodial in nature. Primary example is Deferred Compensation.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating Statements of these funds present increases (example: revenues and other financial sources) and decreases (example: expenditures and other financial uses) in net current assets. Revenues and expenditures of Governmental Funds and Expendable Trust Funds are recognized on the modified accrual basis. Revenues are deemed susceptible to accrual and are recognized in the period when they become measurable and available as net current assets. Measurable means the amount of the transaction can be determined and “available” mean collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. State shared revenue is considered “measurable” when in the hands of the State Treasurer and is recognized as revenue at that time. Other major revenue that is determined to be susceptible to accrual includes state and federal grants earned and interest. Major revenue that is determined not be susceptible to accrual because it is not available soon enough to pay liabilities of the current period and is not objectively measurable, this includes delinquent property taxes, licenses, permits, and the majority of fines and forfeitures.

Expenditures are recognized when the fund liability is incurred, if measurable, except principal and interest on general long-term debt, which is recognized when due or when funds have been made available for payment. The government reports deferred revenue on its combined balance sheet. Deferred revenue arises when potential revenue does not meet both the measurable and available criteria for recognition in the current period. Deferred revenue also arises when the government receives resources before it has a legal claim to them, as when grant monies are received prior to the incidence of qualifying expenditures. In subsequent periods, when both revenue and recognition criteria are met or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

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



Basis of Budgeting

In accordance with General Statutes of the State of South Carolina, the City Council is required to adopt an annual balanced budget Ordinance for the combined General and Enterprise Operating Funds prior to October 1. Formal budgetary integration is employed as a management control device during the year for the General, Orangeburg Municipal Airport, Hillcrest Pro Shop and Hillcrest Golf Course Funds. The City provides estimates of its prior year actual and current year projected revenues and expenditures during the budget process. City Council has the authority to amend the Budget Ordinance. Unused appropriations to the General, Orangeburg Municipal Airport, Hillcrest Golf Course, and Hillcrest Pro Shop lapse at the end of the year unless encumbered.

Appropriations are authorized in the annual Budget Ordinances generally at the Department level. The legal level of budgetary control is essentially at the fund level; however, in practice the City maintains control at the Department level. Administrative control is further maintained through the establishment of more detailed line item budgets. The City adopts a budget for the General Fund (010) and the Enterprise Funds (170,180, and 185) only. The Special Revenue Funds, Capital Project Funds, and Fiduciary Funds are not adopted as part of this formal budget document.

Capital Budgeting

Some expenditures are for “Operating” capital outlay, which is defined as any item with a useful life of one year or greater and a unit cost of \$2999.99 or more. The nature of capital items such as motor vehicles, fire trucks, and other equipment requires that they be planned for and replaced on a recurring basis. The annual budget is the tool to do so. A listing of capital outlay funded for this fiscal year is found at the end of each Division and also in the Capital Summary section and what impact it has on the operating budget. At this time, the City of Orangeburg does not have a Capital Improvements program, nor does it adopt a separate capital budget.





Accomplishments FY 13-14



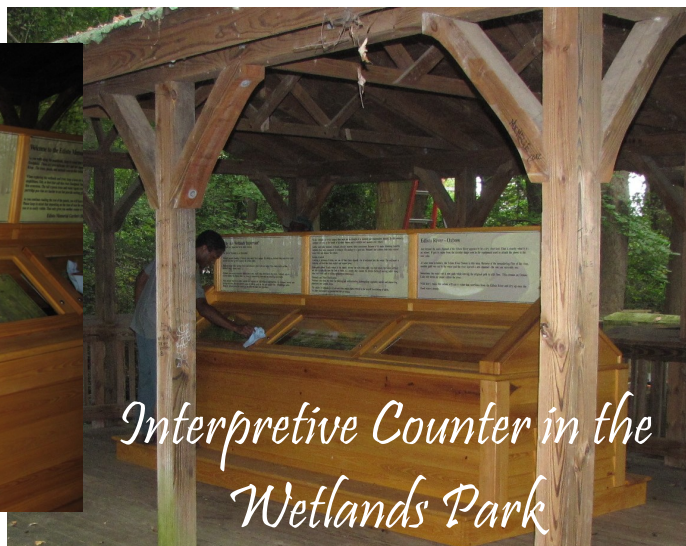
*Repairs at
Livingston House &
the Canteen*



*New Fencing & Car Stops
at Hillcrest Golf Course*



Accomplishments FY 13-14

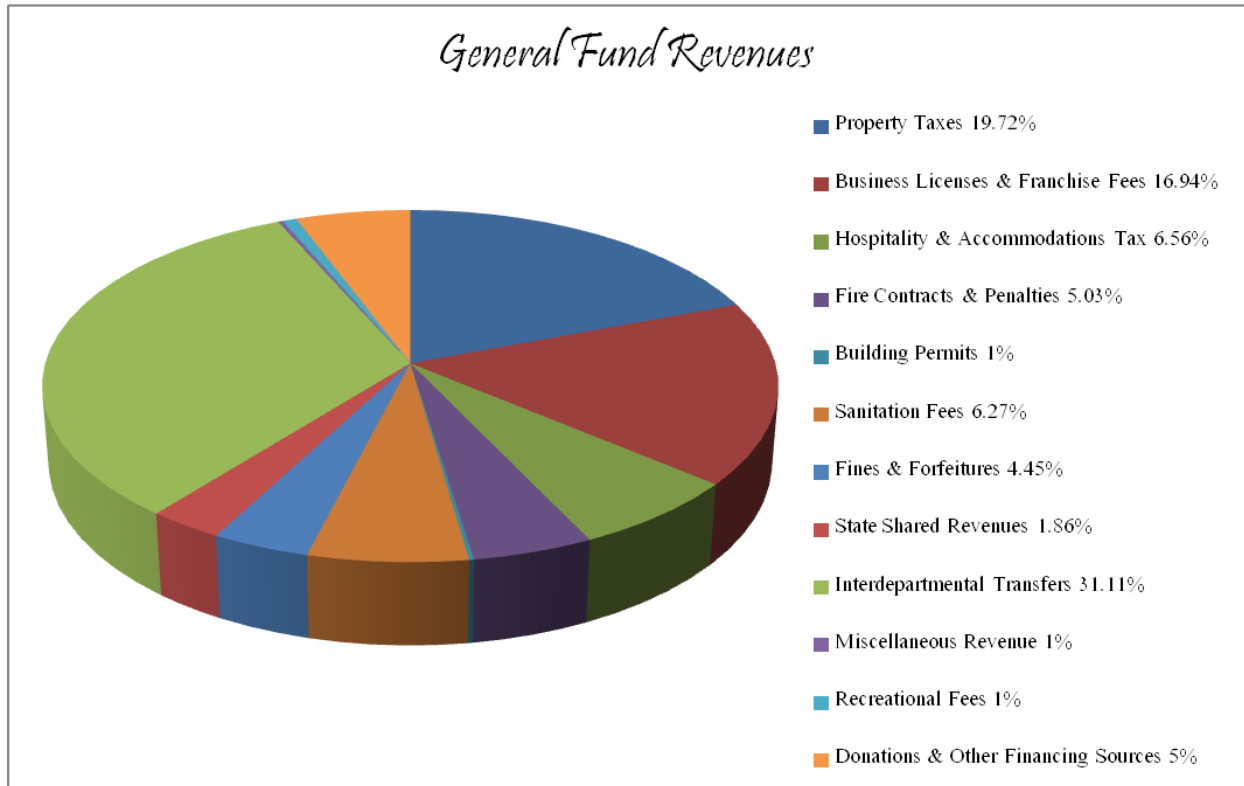


Budget Calendar for Fiscal Year 2014-2015

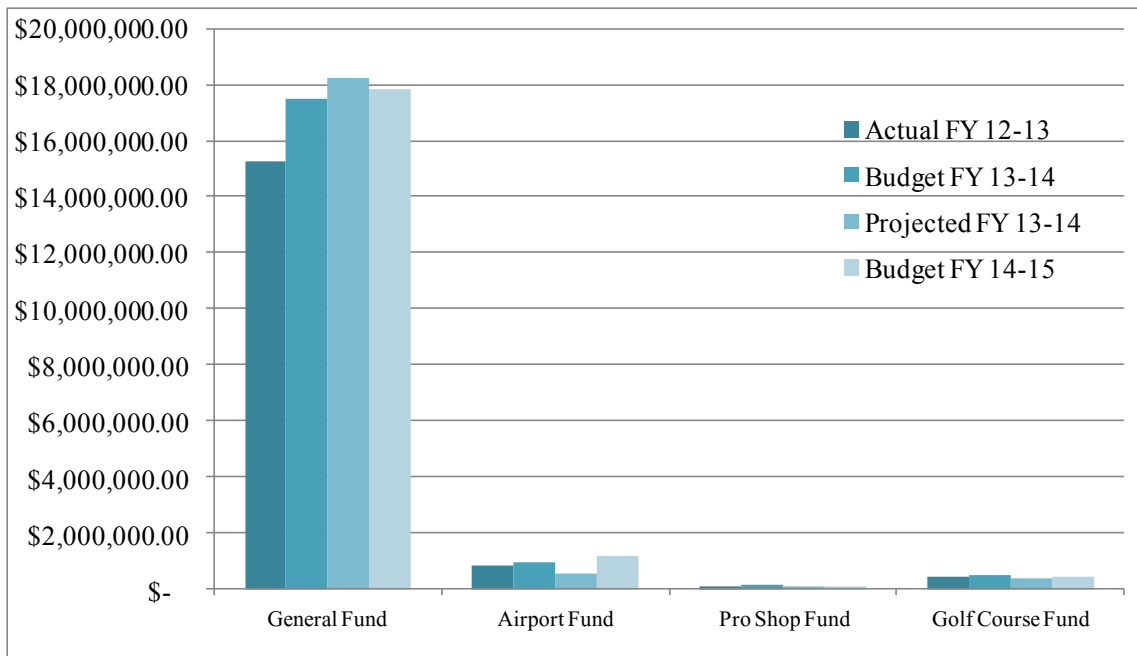
<i>Event</i>	<i>Dates</i>	<i>Participants</i>
Approval of Budget Calendar	May 6, 2014	Mayor & Council
Distribute Budget Calendar & Budget Forms to All Departments	May 9, 2014	Finance Director
Year End Projections for Revenues and Expenditures (FY 2013-14, Enter by 12 noon in AS/400)	May 16, 2014	Management Team
Finalize Year End Projections	May 19-23, 2014	Budget Team
Budget Retreat for Management Team; Discuss Goals & Objectives for FY 14-15	May 28, 2014	City Administrator & Management Team
Departments (FY 2014-2015) Budgetary Requests Submitted by 12 noon in AS/400 Budget System	June 6, 2014	Management Team
Meeting with Management Team to Review Submittals	June 9, 11, and 16, 2014	Budget Team Management Team
Full Day Planning Retreat for Council, Goal Setting Session (FY 2014-2015)	July 1 & 2, 2014	City Administrator Asst. City Administrator Mayor & City Council
Budget Workshops with Council (Council meeting to be canceled on 7/1 & 7/15) (Possible Council Meeting – July 8 th)	July 15 & 16, 2014	City Council Budget Team
Prepare Budget Document for First Reading & Prepare Public Notice as required by State Law (Notify DPU for Ad)	July 21, 2014	Finance Director
Put ad in Paper for Public Hearing	August 3, 2014	Finance Director
First Reading	August 5, 2014	City Council
Public Hearing & Second Reading	August 19, 2014	City Council Management Team Citizens of the City of Orangeburg
Third Reading	September 2, 2014	City Council
Budget Document Ready for Inspection	October 1, 2014	Finance Department



Revenue Assumptions for FY 14-15



Summary of Fund Revenues

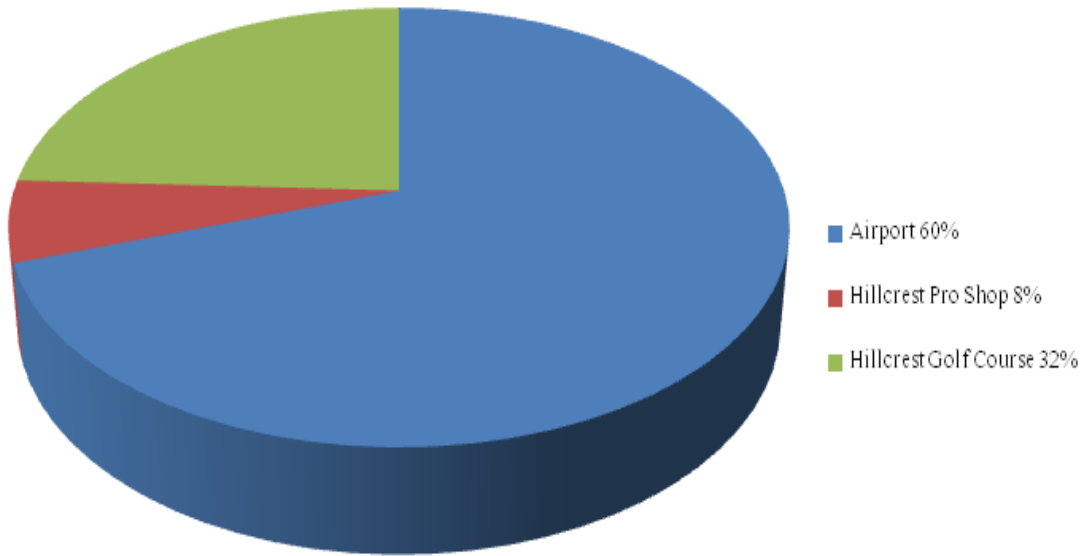


There are no fee increases for FY 2014-2015.



Revenue Assumptions for FY 14-15

Enterprise Funds Revenues





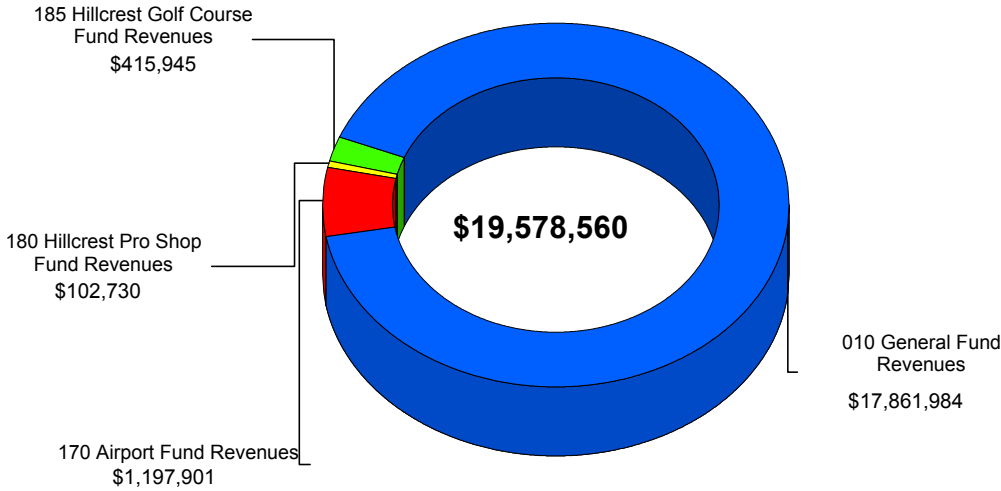
Revenue Assumptions for FY 14-15

CITY OF ORANGEBURG FY 2014-2015

Total Revenues by Category/General Fund	
Property Taxes	\$3,387,266
Business Licenses	\$2,810,500
Interfund Transfers	\$5,738,609
Other Financing	\$ 998,700
Miscellaneous Revenue	\$ 44,430
Franchise Fees	\$ 153,500
Permits	\$ 32,606
Hospitality and Accommodation	\$1,192,000
Federal Grants	\$ 0
State Grants	\$ 120,526
State Shared Revenue	\$ 518,374
Sale of Fixed Assets	\$ 45,000
Fines and Forfeitures	\$ 672,500
Interest Revenues	\$ 13,500
General Government Fees	\$ 4,100
Fire Service Fees	\$ 830,000
Sanitation Fees	\$1,098,000
Recreation Fees	\$ 122,050
Rentals	\$ 34,000
Donations	\$ 5,000

SUMMARY OF FUND REVENUES

FY 2014-15



010 General Fund Revenues	91.2%
170 Airport Fund Revenues	6.1%
180 Hillcrest Pro Shop Fund Revenues	0.5%
185 Hillcrest Golf Course Fund Revenues	2.1%
Total:	100.0%

General Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
<u>Property Taxes</u>					
01000311001	CURRENT PROPERTY TAX	2,470,489	2,620,000	2,519,778	2,600,000
01000311002	PENALTIES ON CURRENT TAX	46,180	45,000	45,000	35,000
01000311003	PRIOR YEARS TAXES	137,752	100,000	125,000	100,000
01000311004	PENALTIES ON PRI YEAR TAX	17,194	18,000	18,000	18,000
01000311006	HOMESTEAD EXEMPTIONS	154,089	156,000	156,000	156,000
01000311007	PROCESSING FEES	33,345	33,000	33,000	33,000
01000311008	FORFEITED LAND COMM INTER	943	750	1,000	1,000
01000311009	MERCHANTS INVT. TAX REIMB	69,016	69,016	69,016	69,016
01000311010	MOTOR CARRIER TAXES	18,024	18,000	16,000	17,000
01000311011	MANUFACTURER'S TAX EXEMPT	37,088	36,222	36,222	35,000
01000311012	PAYMENT IN LIEU OF TAXES	93,994	93,000	59,000	59,000
01000311026	2006 VEHICLE TAXES	0	0	0	0
01000311027	2007 VEHICLE TAXES	143	0	0	0
01000311028	2008 VEHICLE TAXES	86	0	10	0
01000311029	2009 VEHICLE TAXES	113	0	0	0
01000311030	2010 VEHICLE TAXES	291	0	0	0
01000311031	2011 VEHICLE TAXES	1,974	500	300	0
01000311032	2012 VEHICLE TAXES	71,605	5,000	4,000	250
01000311033	2013 VEHICLE TAXES	200,578	72,000	75,000	4,000
01000311034	2014 VEHICLE TAXES	0	180,000	185,000	75,000
01000311035	2015 VEHICLE TAXES	0	0	0	185,000
		3,352,905	3,446,488	3,342,326	3,387,266
<u>Franchise Fees</u>					
01000318001	TIME WARNER FRANCHISE FEE	133,437	140,000	130,000	140,000
01000318002	AT&T FRANCHISE FEES	8,158	8,500	13,500	13,500
		141,595	148,500	143,500	153,500
<u>Business Licenses</u>					
01000321001	GENERAL BUSINESS LICENSES	911,799	970,000	970,000	970,000
01000321002	LIFE & MEDICAL INSURANCE	601,330	596,000	596,000	595,000
01000321003	FIRE & CASUALTY INSURANCE	1,130,602	1,115,000	1,115,000	1,115,000
01000321004	PENALTIES BUSINESS LIC	43,324	41,000	41,000	41,000
01000321005	PRECIOUS METALS LICENSE	650	700	500	500
01000321007	TELECOMMUNICATIONS LICENS	81,043	89,000	88,000	89,000
		2,768,748	2,811,700	2,810,500	2,810,500
<u>Permits</u>					
01000322001	BUILDING PERMITS	26,665	32,000	56,700	32,000
01000322002	TAXI PERMITS	6	6	3	6
01000322003	YARD SALE PERMITS	655	600	600	600
		27,326	32,606	57,303	32,606
<u>Hospitality & Accommodation Tax Fees</u>					
01000324001	HOSPITALITY TAX MONIES	0	1,100,000	1,150,000	1,150,000
01000324002	ACCOMMODATIONS TAX MONIES	0	42,000	40,000	40,000
01000324003	PENALTIES-HOSP & ACC TAX	0	4,000	2,000	2,000
		0	1,146,000	1,192,000	1,192,000
<u>Federal Grants</u>					
01000331001	GRANT INCOME-FEDERAL	0	0	0	0
01000331007	CLAFLIN FED GRANT	35,000	0	0	0
		35,000	0	0	0
<u>State Grants</u>					
01000334001	GRANT INCOME-STATE	20,100	15,000	0	0
01000334002	SCHOOL RESOURCE OFFICER R	29,380	31,000	31,000	31,000
01000334003	VICTIMS ADVOCATE GRANT	0	0	0	0
01000334007	CDV GRANT REIMBURSEMENT	28,897	0	0	0

General Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
010000334010	HWY SAFETY - LEN	27,875	28,000	28,000	28,000
010000334011	HIGHWAY SAFETY GRANT	59,807	61,526	61,526	61,526
010000334013	JAG - LE TRAINING ASSIST	0	0	0	0
		166,059	135,526	120,526	120,526
<u>State Shared Revenue</u>					
010000335001	ACCOMMODATIONS TAX	26,300	26,000	26,000	26,474
010000335002	LOCAL GOVERNMENT FUND	258,741	315,000	325,000	325,000
010000335005	FEMA REIMBURSEMENT GRANT	0	0	0	166,900
010000335009	ICE STORM REIMBURSEMENT	0	0	350,000	0
		285,041	341,000	701,000	518,374
<u>General Governmental Fees</u>					
010000341001	REZONING FEES	2,343	1,500	13,000	2,100
010000341002	SETOFF DEBT COLLECTIONS	1,250	2,000	1,650	2,000
		3,593	3,500	14,650	4,100
<u>Fire Service Fees</u>					
010000342001	FIRE CONTRACTS	803,983	860,000	820,000	820,000
010000342002	PENALTIES FIRE CONTRACTS	9,235	20,000	15,000	10,000
		813,218	880,000	835,000	830,000
<u>Sanitation Fees</u>					
010000344001	COMMERCIAL SANITATION FEE	383,010	404,225	402,000	400,000
010000344003	RESIDENTIAL SANITATION FE	693,904	691,396	697,000	698,000
		1,076,914	1,095,621	1,099,000	1,098,000
<u>Recreational Fees</u>					
010000347001	NON RESIDENT FEE	19,221	23,000	20,000	20,000
010000347002	ADULT SOFTBALL	2,050	2,000	1,500	1,500
010000347003	YOUTH SOFTBALL	3,395	3,400	3,000	3,000
010000347004	BASEBALL	11,887	12,000	12,000	12,000
010000347006	YOUTH BASKETBALL	20,854	18,000	18,500	18,500
010000347007	FOOTBALL	16,026	12,000	12,000	10,000
010000347009	YOUTH SOCCER	7,761	7,000	7,000	7,000
010000347012	TENNIS	45	1,500	500	500
010000347013	INSTRUCTIONAL CLASSES	26,811	24,000	33,000	33,000
010000347015	CONCESSIONS	380	350	350	350
010000347016	SPECIAL EVENTS	696	600	400	400
010000347017	INSURANCE	0	0	0	0
010000347018	CHEERLEADING	0	500	500	500
010000347019	SPRAY PARK ADMISSION/RENT	14,285	15,000	15,000	15,000
010000347022	DISC GOLF REVENUES	0	0	0	0
010000347023	DISADVANTAGED SCHOLARSHIP	5,000	0	0	0
010000347024	ADULT KICKBALL	0	0	300	300
		128,411	119,350	124,050	122,050
<u>Fines and Forfeitures</u>					
010000351001	CRIMINAL FINES	115,790	150,000	155,000	155,000
010000351002	TRAFFIC FINES	508,402	600,000	520,000	500,000
010000351003	PARKING TICKETS	18,874	25,000	20,000	15,000
010000351005	INCIDENT & ACCIDENT	2,029	2,000	2,000	2,000
010000351008	FINGERPRINT REVENUE	305	500	500	500
		645,400	777,500	697,500	672,500
<u>Interest Revenue</u>					
010000361001	INVESTMENT INT INCOME	20,412	22,000	16,000	13,500
		20,412	22,000	16,000	13,500
<u>Rental Fees</u>					

General Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
010000363001	RENTALS	26,502	24,000	24,000	24,000
010000363003	STEVENSON PERSONNEL	11,905	10,000	10,000	10,000
010000363006	RENT - FIRST CITZ BLDG	0	0	0	0
		38,407	34,000	34,000	34,000
<i><u>Donations</u></i>					
010000365008	DONATED ASSETS	0	0	0	0
010000365009	DONATIONS-GANG INITIATIVE	5,385	5,000	6,143	5,000
		5,385	5,000	6,143	5,000
<i><u>Other Financing Sources</u></i>					
010000390001	OTHER FINANCING SOURCES	548,275	646,300	625,635	643,700
010000390002	FIRE EQUIPMENT RESERVE	0	0	0	0
010000390003	TRF FR VICTIMS ADVOCATE	37,618	38,000	30,000	30,000
010000390009	TRF FROM HOSP & ACC TAX	300,000	275,000	240,000	325,000
010000390013	OT FINANCING-UNUSED FUNDS	3,027	0	20,655	0
		888,920	959,300	916,290	998,700
<i><u>Interdepartmental Transfers</u></i>					
010000391001	CASH RESERVE	0	600,000	0	941,323
010000391002	PUBLIC UTILITY TRANSFER	4,767,109	4,838,609	4,838,609	4,838,609
010000391003	STREET LIGHTS	0	0	0	0
010000391004	FIRE HYDRANT RENTALS	0	0	0	0
010000391005	CHRISTMAS LIGHTS	0	0	0	0
010000391009	DPU - CENTENNIAL PARK	0	0	0	0
010000391011	DPU FIBER RENTAL	0	0	0	0
		4,767,109	5,438,609	4,838,609	5,779,932
<i><u>Sale of Fixed Assets</u></i>					
010000392001	SALE OF FIXED ASSETS	40,642	40,000	1,265,000	45,000
		40,642	40,000	1,265,000	45,000
<i><u>Miscellaneous Revenue</u></i>					
010000394000	WEEDY LOT FEES	12,878	13,000	16,000	16,000
010000394001	SALE-CEMETERY LOTS/INTERM	7,433	5,000	5,900	5,900
010000394005	SERV CHG-RT CKS	605	600	650	750
010000394006	TRAFFIC SIGNAL REIMBURS	339	350	330	350
010000394007	SCDOT REIMBURSEMENT	11,658	11,600	11,600	11,680
010000394009	RECYCLING FEES	5,693	7,000	3,000	3,000
010000394012	MISCELLANEOUS REVENUE	35,851	5,500	6,500	6,750
		74,458	43,050	43,980	44,430
Total General Fund Revenues		15,279,541	17,479,750	18,257,377	17,861,984

Airport Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
<u><i>Sales Tax</i></u>					
170000313001	SALES TAX	28,800	33,685	23,546	33,685
		28,800	33,685	23,546	33,685
<u><i>Federal Grants</i></u>					
170000331001	GRANT INCOME-FEDERAL	0	0	0	0
170000331011	GRANT - LAND/FENCING 18	326,875	0	25,132	0
170000331012	GRANT INCOME - FARM FUEL	7,040	390,600	85,162	0
170000331013	GRANT INCOME- FUEL CONSTR	0	0	0	616,766
		333,915	390,600	110,294	616,766
<u><i>State Grants</i></u>					
170000334001	GRANT INCOME-STATE	0	0	21,236	0
		0	0	21,236	0
<u><i>Orbg Municipal Airport</i></u>					
170000346001	AVGAS FUEL SALES	131,686	141,000	119,269	141,000
170000346002	JET FUEL SALES	276,644	336,400	213,976	336,400
170000346003	OIL SALES	2,188	3,000	1,699	3,000
170000346004	HANGAR RENTALS	63,346	60,000	62,060	60,000
170000346005	TIE-DOWN RENTALS	1,053	900	1,212	900
170000346006	FINANCE CHARGE	147	191	92	150
170000346010	RETAIL SALES	1,051	1,200	2,171	1,200
		476,115	542,691	400,479	542,650
<u><i>Other Financing Sources</i></u>					
170000390009	TRF FROM HOSP & ACC TAX	0	0	0	0
		0	0	0	0
<u><i>Miscellaneous Revenue</i></u>					
170000394012	MISCELLANEOUS REVENUE	3,100	2,900	247	500
170000394025	MISC REVENUE NON-TAXABLE	4,656	3,500	4,735	4,300
		7,756	6,400	4,982	4,800
<i>Total Airport Fund Revenues</i>		846,586	973,376	560,537	1,197,901

Hillcrest Pro Shop Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
<i><u>Sales Tax</u></i>					
180000313001	SALES TAX	7,667	8,110	6,000	6,720
		7,667	8,110	6,000	6,720
<i><u>Hillcrest Golf Course</u></i>					
180000348000	DRIVING RANGE REVENUES	20,578	23,500	18,000	19,000
		20,578	23,500	18,000	19,000
<i><u>Hillcrest Pro Shop</u></i>					
180000349001	BEER SALES	5,203	6,000	5,200	5,460
180000349002	DRINK SALES	12,336	14,000	12,000	12,600
180000349003	FOOD AND SNACKBAR	12,025	14,000	13,000	13,700
180000349004	SOFTGOODS,SHOES & CLOTHIN	27,566	30,000	18,000	22,000
180000349005	CLUBS	6,247	6,000	3,500	3,700
180000349006	GOLFBALLS	18,874	22,000	18,000	19,000
180000349007	PULL CART RENTAL	512	350	500	550
180000349008	TRADED IN CLUBS	0	0	0	0
		82,763	92,350	70,200	77,010
<i>Total Hillcrest Pro Shop Fund Revenues</i>		111,008	123,960	94,200	102,730

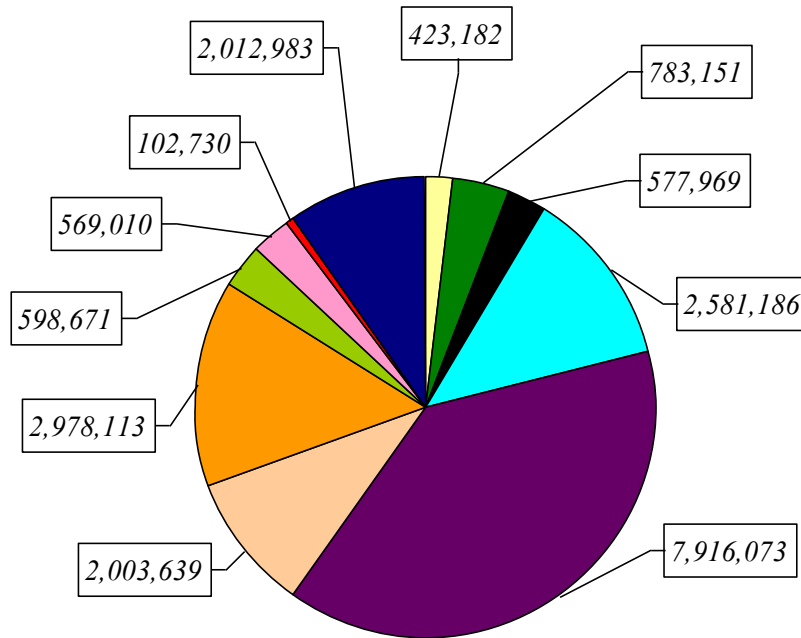
Hillcrest Golf Course Fund Revenues

Account	Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
<i><u>Sales Tax</u></i>					
185000313001	SALES TAX	12,994	14,280	10,000	11,200
185000313002	ADMISSIONS TAX	7,138	9,000	7,000	8,315
		20,132	23,280	17,000	19,515
<i><u>Hillcrest Golf Course</u></i>					
185000348001	GREEN FEES	112,578	150,000	100,000	130,000
185000348002	CART RENTAL	170,047	190,000	140,000	160,000
185000348003	MEMBERSHIPS	33,242	70,000	40,000	33,000
185000348004	HC CAPITAL PROJECTS REVEN	16,438	20,000	13,000	13,000
185000348008	FACILITY FEE/WALKERS	3,349	5,000	2,500	3,300
		335,653	435,000	295,500	339,300
<i><u>Other Financing Sources</u></i>					
185000390010	TRANSFER FROM PRO SHOP	51,178	60,850	48,600	57,130
		51,178	60,850	48,600	57,130
<i>Total Hillcrest Golf Course Fund Revenues</i>		406,964	519,130	361,100	415,945



Expenditures for FY 14-15

Expenditure/Expense Summary FY 2014-2015



- | | | | |
|-----------------------|--------------------|----------------|--------------|
| Executive | Finance | Administrative | Public Works |
| Public Safety | Parks & Recreation | Non Operating | Service |
| Hillcrest Golf Course | Hillcrest Pro Shop | Airport | |



Expenditures for FY 14-15

Summary of General & Enterprise Fund Expenditures by Department

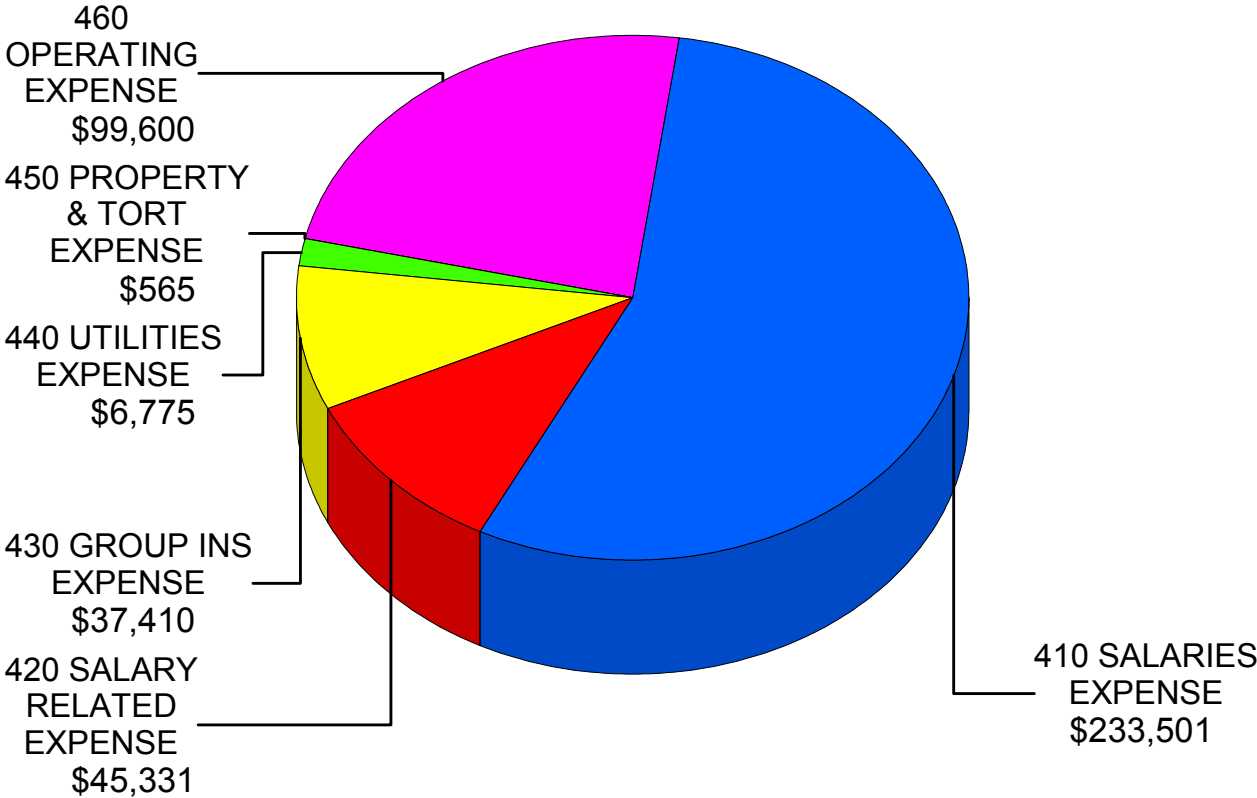
DEPARTMENT	Actual FY 12-13	Budget FY 13-14	Projected FY 13-14	Budget FY 14-15
Executive	390,826	380,403	387,268	423,182
Finance	741,551	697,994	699,829	783,151
Administrative	538,834	549,610	603,857	577,969
Public Works	2,265,019	2,160,117	2,202,767	2,361,949
Public Safety	6,968,312	7,511,074	6,908,542	7,469,519
Parks & Recreation	1,768,448	1,838,677	1,847,561	1,923,428
Non-Operating	2,893,235	3,248,521	3,517,839	3,525,147
Service	607,580	545,100	551,285	571,700
TOTAL GENERAL FUND	16,173,805	16,931,496	16,718,948	17,636,045
Airport	1,225,261	1,354,252	1,311,979	2,012,983
Hillcrest Pro Shop	111,007	123,960	94,200	102,730
Hillcrest Golf Course	583,848	620,124	556,215	569,010
TOTAL ENTERPRISE FUNDS	1,920,116	2,098,336	1,962,394	2,684,923

Summary of Expenditures by Expense Category

(Includes Enterprise Funds)

ACCOUNT	Actual FY 12-13	Budget FY 13-14	Budget FY 14-15
Salaries Expense	7,052,955	7,688,055.80	8,022,374
Salary Related	1,600,180	1,792,489	1,910,396
Group Insurance	1,250,723	1,489,705	1,569,209
Utilities Expense	368,909	382,871	390,425
Property and Tort	330,965	315,865	315,865
Operating Expense	3,414,618	3,700,213	3,737,745
Capital Outlay	836,392	808,900	1,696,206
Non-Operating Ex- pense	2,045,716	3,399,988	2,908,113
TOTAL EXPENDITURES	16,900,458	19,578,086.8	20,550,333

Executive Department



410 SALARIES EXPENSE	55.2%
420 SALARY RELATED EXPENSE	10.7%
430 GROUP INS EXPENSE	8.8%
440 UTILITIES EXPENSE	1.6%
450 PROPERTY & TORT EXPENSE	0.1%
460 OPERATING EXPENSE	23.5%
470 CAPITAL OUTLAY EXPENSE	0.0%
Total:	100.0%

Executive Department	Administration Division
01	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	1	Salaries Expense	70,745
Part Time Positions	7	Salary Related	14,694
Total Positions	8	Group Insurance	6,966
Vehicles	0	Utilities	6,775
		Property & Tort	14
		Operating	67,200
		Sub Total	166,394
		Capital	0
		Grand Total	166,394

Description of Department:
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. Long term planning is an essential element of Council's responsibilities.

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. The Attorney also represents the City in legal proceedings and jury trials. The City Attorneys office works closely with the Administrator in preparation of franchises, contracts, and long-term leases.

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

- Goals:**
1. To continue with annexation of areas into the City limits of Orangeburg, for growth, revenue, and control of the fringe areas.
 2. 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.
 3. To continue to upgrade housing stock thru new construction, rehabilitation, and rezoning.

- Objectives:**
1. To continue improvement in providing protection and safety of property and persons with the Public Safety concept.
 2. To create a governmental environment which is conducive to economic development and job creation.

- | |
|---|
| 3. To promote the development and redevelopment of safe, decent, and affordable housing through continued Federal Rehabilitation Grants and the demolition of unsafe buildings. |
| 4. To promote the continued viability of our City's Central Business District through support of redevelopment activities. |
| 5. To properly recognize and compensate our municipal employees for the jobs they perform. |
| 6. To protect property values by promoting the development and implementation of modern land use, planning and zoning policies. |
| 7. To enhance the traffic flow within the City by promoting street maintenance, improved traffic controls and signalization, and railroad safety. |
| 8. To improve visual image of the community through the promotion of code enforcement, historic preservation and beautification projects. |
| 9. To serve as a problem solving forum to ensure the equitable delivery of quality municipal services. |

DETAIL OF EXECUTIVE - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010010110410001 ADMINISTRATIVE PAYROLL	68,659	68,685	68,685	70,745
010010110420006 WORKERS' COMPENSATION	1,440	1,642	1,574	1,571
010010110420007 SOCIAL SECURITY	5,267	5,255	5,068	5,412
010010110420008 RETIREMENT	7,278	7,281	7,049	7,711
010010110430005 GROUP INSURANCE	6,169	6,297	6,775	6,966
010010110440010 UTILITIES EXPENSE	3,290	3,000	3,467	6,775
010010110450011 PROPERTY & TORT INSURANCE	14	14	14	14
010010110460004 SPECIAL EXPENSE	35,182	33,000	29,197	42,000
010010110460009 TRAVEL & TRAINING	10,813	9,000	11,244	10,000
010010110460012 DUES, FEES & SUBSCRIPTION	6,243	6,000	6,527	6,000
010010110460013 POSTAGE, PRINTING, ADV	3,260	2,600	2,076	2,500
010010110460014 OFFICE SUPPLIES	105	1,200	717	1,200
010010110460016 MISCELLANEOUS EXPENSE	1,048	2,000	4,481	5,500
010010110470040 SMALL CAPITAL OUTLAY	1,256	0	1,068	0
TOTAL DIVISION EXPENDITURES	150,022	145,974	147,942	166,394

Executive Department	Elections Division
01	20

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	0
Part Time Positions	0	Salary Related	0
Total Positions	0	Group Insurance	0
Vehicles	0	Utilities	0
		Property & Tort	75
		Operating	6,000
		Sub Total	6,075
		Capital	0
		Grand Total	6,075

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

A three member Election Commission was established for six-year terms. A chairman is designated for this Commission. The Chairman’s responsibilities are to set up a timetable for the election and write the County and request the number of qualified registered voters in the City. A notice of election is advertised at least 60 days prior to the election. All interested candidates must file a petition. After petitions are received, the County Voter’s Registration Office certifies candidates to the Municipal Election Commission. All candidates are required to file a State Ethics Commission form. The County handles the establishment of poll locations, getting ballot boxes ready, getting the ballots printed, choosing poll managers, absentee ballots and preparing tally sheets. The Election Commission and City Clerk in conjunction with the County, conducts the election and certifies the results to City Council.

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

Goals:

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

Objectives:

1. To adhere to all laws governing elections.
2. Operating Expenses are for compensation of poll worker, printing of ballots, and advertisement of elections.

DETAIL OF EXECUTIVE - ELECTIONS DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010010120450011 PROPERTY & TORT INSURANCE	75	75	75	75
010010120460004 SPECIAL EXPENSE	6,120	0	0	5,000
010010120460013 POSTAGE, PRINTING, ADV	603	0	0	1,000
TOTAL DIVISION EXPENDITURES	6,798	75	75	6,075

Executive	Municipal Court
01	30

Fiscal Summary		Resources & Funding	
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Full Time Positions	3	Salaries Expense	162,756
Part Time Positions	1	Salary Related	30,637
Total Positions	4	Group Insurance	30,444
Vehicles	0	Utilities	0
		Properties & Tort	476
		Operating	26,400
		Sub Total	250,713
		Capital	0
		Grand Total	250,713

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

Goals:

1. 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.

Objectives:

1. To continue legal education by attending seminars designed to keep the judiciary knowledgeable of changing laws and case decisions.
2. To keep court personnel up to date by training and instruction as to upgrades and changes to the Lawtrak System and other software.
3. To continue monthly jury trial terms to ensure that all cases are disposed of in the time limits set by the S.C. Court Administration.

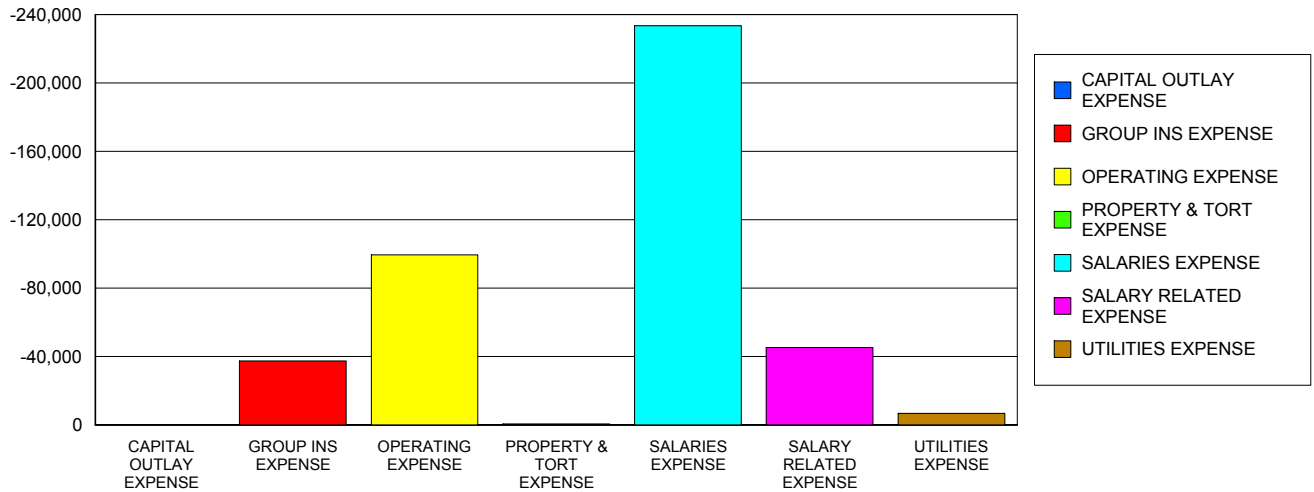
DETAIL OF EXECUTIVE - MUNICIPAL COURT DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010010130410001 ADMINISTRATIVE PAYROLL	82,309	83,987	83,949	86,506
010010130410002 OPERATIONAL PAYROLL	69,544	72,820	71,884	76,000
010010130410003 OVERTIME	314	250	255	250
010010130420006 WORKERS' COMPENSATION	370	611	453	502
010010130420007 SOCIAL SECURITY	11,223	11,995	11,921	12,431
010010130420008 RETIREMENT	16,130	16,621	16,638	17,704
010010130430005 GROUP INSURANCE	23,131	23,794	28,383	30,444
010010130450011 PROPERTY & TORT INSURANCE	473	476	473	476
010010130460004 SPECIAL EXPENSE	2,206	5,000	4,916	5,000
010010130460009 TRAVEL & TRAINING	1,571	1,500	1,500	1,500
010010130460012 DUES, FEES & SUBSCRIPTION	505	750	666	750
010010130460013 POSTAGE, PRINTING, ADV	3,514	4,500	4,500	4,500
010010130460014 OFFICE SUPPLIES	2,497	2,500	2,500	2,500
010010130460015 OFFICE MAINTENANCE	1,472	1,200	1,200	1,200
010010130460016 MISCELLANEOUS EXPENSE	310	1,200	1,320	1,300
010010130460017 COMPUTER OPERATIONS	1,650	1,650	1,700	1,650
010010130460025 COMPUTER SUPPLIES & UPGRA	27	500	640	500
010010130460041 CONTRACTUAL SERVICES	2,500	0	500	2,500
010010130460088 PR YR BOND REFUND EXPENSE	470	5,000	5,000	5,000
010010130470040 SMALL CAPITAL OUTLAY	2,935	0	853	0
TOTAL DIVISION EXPENDITURES	223,152	234,354	239,251	250,713

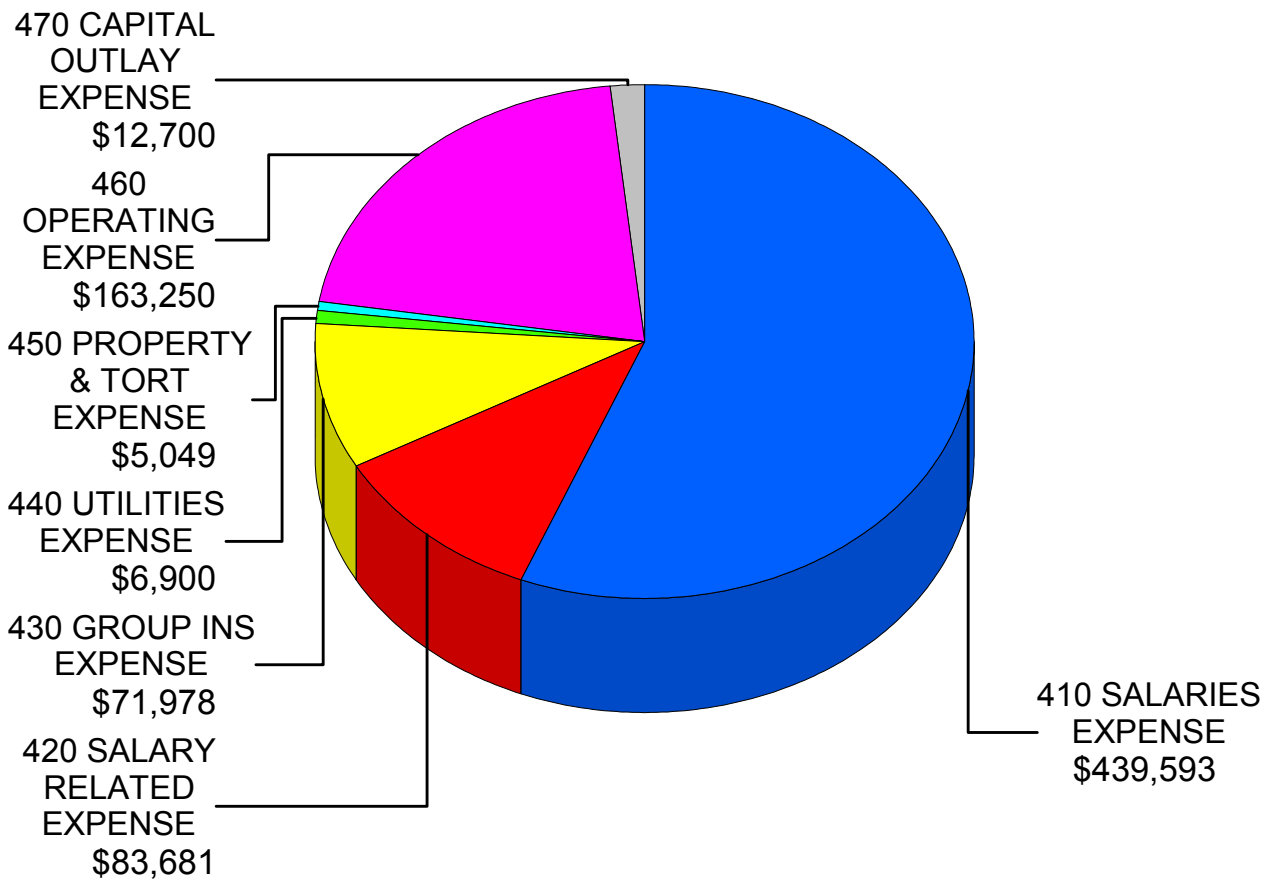
SUMMARY OF EXECUTIVE DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	220,826	225,742	224,773	233,501
420 SALARY RELATED EXPENSE	41,708	43,405	42,703	45,331
430 GROUP INS EXPENSE	29,299	30,091	35,158	37,410
440 UTILITIES EXPENSE	3,290	3,000	3,467	6,775
450 PROPERTY & TORT EXPENSE	563	565	562	565
460 OPERATING EXPENSE	81,082	77,600	78,684	99,600
470 CAPITAL OUTLAY EXPENSE	15,043	0	1,921	0
TOTAL DEPARTMENT EXPENDITURES	391,812	380,403	387,268	423,182

Budget FY 14-15



Finance Department



410 SALARIES EXPENSE	56.1%
420 SALARY RELATED EXPENSE	10.7%
430 GROUP INS EXPENSE	9.2%
440 UTILITIES EXPENSE	0.9%
450 PROPERTY & TORT EXPENSE	0.6%
460 OPERATING EXPENSE	20.8%
470 CAPITAL OUTLAY EXPENSE	1.6%
Total:	100.0%

Finance Department	Finance & Records Division
10	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	6	Salaries Expense	278,061
Part Time Positions	0	Salary Related	52,333
Total Positions	6	Group Insurance	45,807
Vehicles	1	Utilities	4,400
		Property & Tort	2,795
		Operating	51,050
		Sub Total	434,446
		Capital	0
		Grand Total	434,446

Description of Department: The employees in the Finance & Records Division of the Finance Department handle all City records, employee insurance, payroll, accounts payable, all receivables including the collection of business licenses, fire contracts, property taxes for the City, permits, hospitality & accommodations taxes, retiree insurance, permits, credit cards and other collections. All employee insurance is handled in this office. The Department handles all deposits and investments and puts together the City's budget, including projections, for the City budget document each year. The Finance Department is responsible for internal audits and preparing for the external audit. Records retention is a major responsibility of the Department as well as benefit coordination for the employees. Customer Service is an utmost priority not only to citizens; but employees also.

- Goals:**
1. To administer City Wide insurance programs to employees, dependents and to retirees
 2. To collect all revenue due to the City in all areas.
 3. To educate Departments on proper methods of destruction of records.
 4. To continue exceptional customer service to our citizens.
 5. To seek ways to communicate services and city fees to citizens via the City website and online payment functions.

- Objectives:**
1. Educate Departments on purchasing procedures and limits.
 2. Continue claims monitoring and workers compensation monitoring to lower our insurance costs for employees and retirees.
 3. Increase the General Fund Revenue by more inspections and following up with Public Works Department on on-going jobs and permits and with Department of Public Safety on fire contracts.
 4. Encourage Departments to purchase locally and to provide timely purchase of supplies, materials and equipment and to dispose of surplus equipment owned by the City at auction or other online means.

5. To continue educational opportunities for staff for growth and development.
6. To improve communication with City residents on fees, taxes, and licenses.
7. Seek alternative means in collecting past due debts.
8. Increase on-line functions with payables and receivables and get all debts computerized.
9. Increase professional certification within the department.
10. To seek time to cross-train employees in different areas.

DETAIL OF FINANCE - FINANCE & RECORDS DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010101010410001 ADMINISTRATIVE PAYROLL	262,156	270,247	268,940	278,061
010101010420006 WORKERS' COMPENSATION	1,165	1,590	1,317	862
010101010420007 SOCIAL SECURITY	19,502	20,998	20,081	21,271
010101010420008 RETIREMENT	26,517	28,540	26,822	30,200
010101010430005 GROUP INSURANCE	37,266	38,154	43,728	45,807
010101010440010 UTILITIES EXPENSE	3,640	4,400	4,400	4,400
010101010450011 PROPERTY & TORT INSURANCE	2,489	2,314	2,139	2,139
010101010450049 VEHICLE INSURANCE	573	573	656	656
010101010460004 SPECIAL EXPENSE	0	400	100	400
010101010460009 TRAVEL & TRAINING	4,766	4,200	6,127	4,500
010101010460012 DUES, FEES & SUBSCRIPTION	2,103	1,850	1,900	1,850
010101010460013 POSTAGE, PRINTING, ADV	24,155	24,000	25,719	24,000
010101010460014 OFFICE SUPPLIES	6,941	5,100	6,000	5,100
010101010460015 OFFICE MAINTENANCE	3,133	4,000	2,240	3,000
010101010460016 MISCELLANEOUS EXPENSE	2,681	3,000	3,810	3,000
010101010460017 COMPUTER OPERATIONS	0	1,700	0	1,700
010101010460021 GAS	434	500	510	550
010101010460022 TIRES	0	500	0	500
010101010460025 COMPUTER SUPPLIES & UPGRA	804	2,500	1,800	2,500
010101010460030 LEASES	3,828	3,200	3,828	3,200
010101010460041 CONTRACTUAL SERVICES	0	0	0	0
010101010460043 DEPRECIATION	18,839	0	0	0
010101010460050 VEHICLE MAINTENANCE	125	1,000	140	750
010101010470020 CAPITAL OUTLAY	0	0	0	0
010101010470040 SMALL CAPITAL OUTLAY	0	0	3,681	0
TOTAL DIVISION EXPENDITURES	421,117	418,766	423,938	434,446

Finance Department		Information Technology	
10		30	
Fiscal Summary		Resources & Funding	
Full Time Positions	3	Salaries Expense	161,532
Part Time Positions	0	Salary Related	31,348
Total Positions	3	Group Insurance	26,171
Vehicles	1	Utilities	2,500
		Property & Tort	2,254
		Operating	112,200
		Sub Total	336,005
		Capital	12,700
		Grand Total	348,705
Description of Department:			
<p>Information Technology serves all departments and divisions by providing computer system analysis, development, 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, laptop, and printers. Information Technology diagnoses hardware and software problems and makes repairs as needed. Information Technology performs daily, weekly, monthly, and yearly operations tasks such as: archiving files, tax rolls, fiscal year roll-over among others as required to maintain a successful operation. New technologies are reviewed and incorporated into the city operations when possible. The department additionally hosts, develops and maintains the web pages for the Department of Public Safety and the City of Orangeburg.</p>			
Goals:			
1. Operate, maintain, and upgrade of computer devices including the AS/400, Windows servers, PCs, terminals, printers, and peripherals.			
2. Provide assistance to all Departments with the evaluation, procurement, and implementation of new hardware and software applications.			
3. To improve the utilization of existing network infrastructure for remote connections directly to City Hall.			
4. Promote the increased utilization of Information Technology assets.			
5. Continue enhancement to the City and Public Safety web sites.			
6. Expand Intra/Internet email server applications.			
7. Increase the standard of quality, productivity, error free work, communication skills, system user friendliness, and general effectiveness.			
Objectives:			
1. Operation, maintenance, upgrade of computer devices.			
2. Provide support to Department of Public Safety.			
3. Expand our network to connect remote locations directly to City Hall.			

4. Promote the increase utilization of Information Technology assets.
5. Continue enhancement to the City web sites.
6. Expand Internet and e-mail servers server.
7. Increase of Standards.

Accomplishments:
1. Provide information regarding property taxes, fire contracts, and business licenses to the public via the city web page. Credit card payment for parking tickets and the ability to make fire penalty payments have been completed.
2. Maintain and upgrade application software for City Hall, Department of Public Safety, and Municipal Court. Major software upgrades for RMS (Records Management Services), CAD (Computer Aided Dispatch) are complete. Upgrades for Lawtrak (Municipal Court) are applied as released.
3. The Computer Aided Dispatch (CAD) system has been linked with Records Management system (RMS) between E-911 center and DPS (Department of Public Safety).
4. Improve network connectivity to remote locations through the city's fiber optic network. The Garage, Sanitation and Hillcrest Golf Course locations are now active on the city's network. Fire Station 2 is also now active via a wireless link.
5. The network reconfiguration has been completed. The firewall, email and Internet activity are active through a common structure.
6. The Hospitality & Accommodations program along with the Employee Insurance application has been completely rewritten using php code. A new Action Form program has been completed and is under final review.
7. Additional server virtualization has been implemented at the Department of Public Safety and city hall.
8. Additional data backup processing and storage devices have been installed to provide redundant backup capabilities.

Capital Outlay Approved	Amount
<u>Unitrends RD712 Backup Appliance</u> Replace current backup with a newer reliable solution.	\$7,500.00
<u>Barracuda Message Archiver</u> Used to backup emails for FOIA and user requests.	\$5,200.00
Total Approved	\$12,700.00

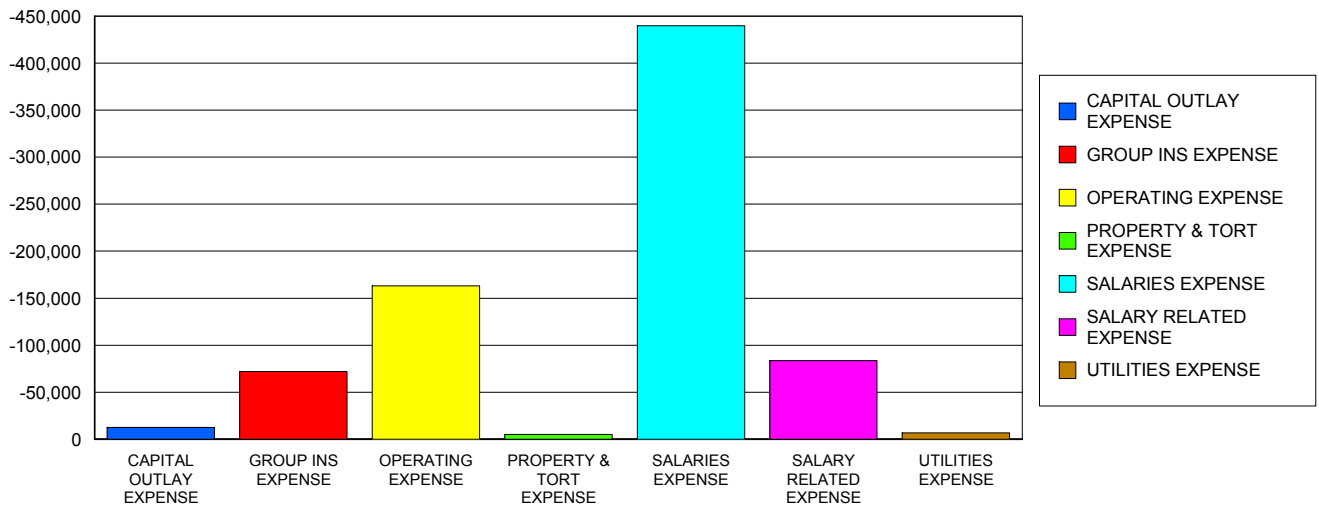
DETAIL OF FINANCE - INFORMATION TECHNOLOGY DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010101030410001 ADMINISTRATIVE PAYROLL	147,423	154,601	154,532	161,532
010101030420006 WORKERS' COMPENSATION	1,301	1,459	911	1,385
010101030420007 SOCIAL SECURITY	10,323	11,827	11,804	12,357
010101030420008 RETIREMENT	15,627	16,387	16,505	17,606
010101030430005 GROUP INSURANCE	21,874	23,801	25,585	26,171
010101030440010 UTILITIES EXPENSE	2,667	2,500	1,700	2,500
010101030450011 PROPERTY & TORT INSURANCE	1,391	1,391	1,601	1,601
010101030450049 VEHICLE INSURANCE	570	570	653	653
010101030460004 SPECIAL EXPENSE	460	400	0	400
010101030460009 TRAVEL & TRAINING	758	1,000	789	750
010101030460012 DUES, FEES & SUBSCRIPTION	80	250	100	200
010101030460013 POSTAGE, PRINTING, ADV	0	250	11	250
010101030460014 OFFICE SUPPLIES	184	500	600	500
010101030460015 OFFICE MAINTENANCE	455	750	104	700
010101030460016 MISCELLANEOUS EXPENSE	1,062	750	750	1,300
010101030460017 COMPUTER OPERATIONS	42,277	57,692	53,000	52,000
010101030460021 GAS	769	800	700	600
010101030460025 COMPUTER SUPPLIES & UPGRA	236	3,500	2,546	4,500
010101030460041 CONTRACTUAL SERVICES	0	0	0	50,000
010101030460050 VEHICLE MAINTENANCE	753	800	200	1,000
010101030470020 CAPITAL OUTLAY	89,669	0	0	12,700
010101030470040 SMALL CAPITAL OUTLAY	1,394	0	3,800	0
TOTAL DIVISION EXPENDITURES	339,273	279,228	275,891	348,705

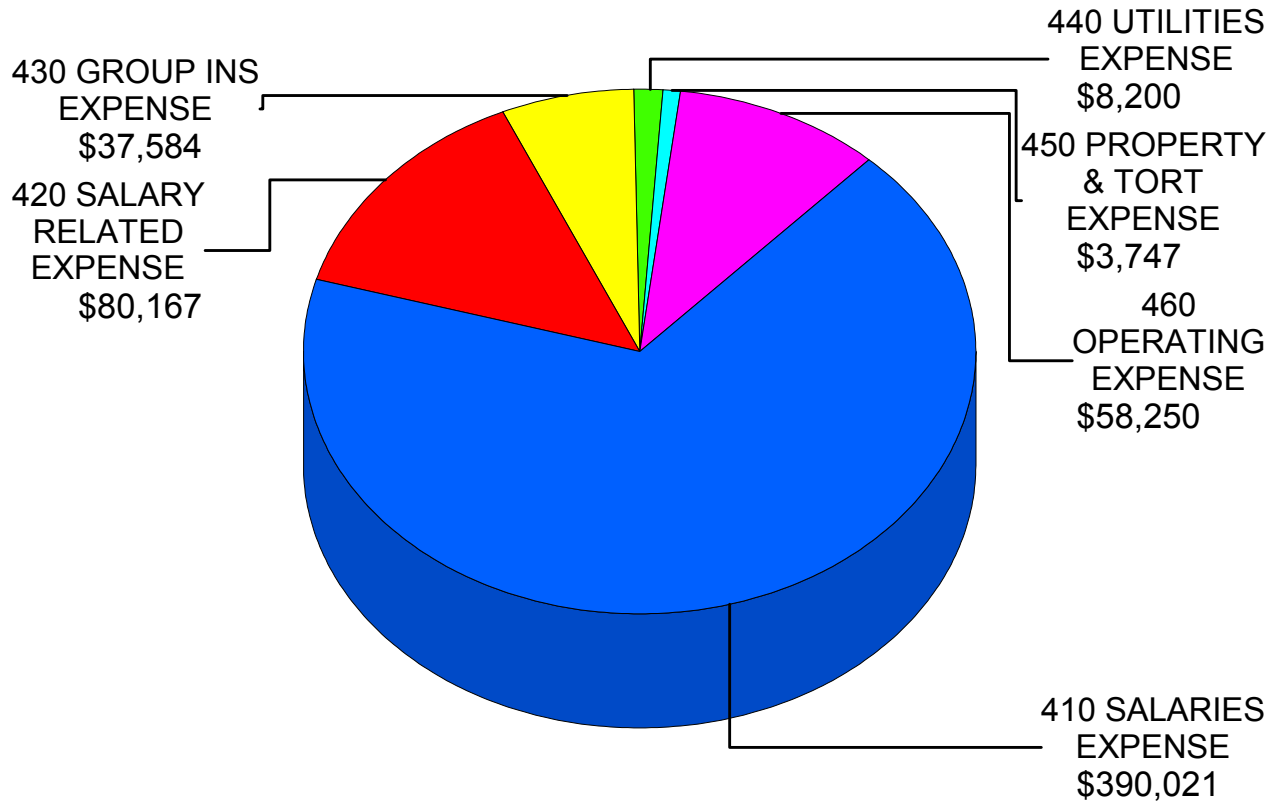
SUMMARY OF FINANCE DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	409,578	424,848	423,472	439,593
420 SALARY RELATED EXPENSE	74,435	80,801	77,440	83,681
430 GROUP INS EXPENSE	59,140	61,955	69,313	71,978
440 UTILITIES EXPENSE	6,308	6,900	6,100	6,900
450 PROPERTY & TORT EXPENSE	5,023	4,848	5,049	5,049
460 OPERATING EXPENSE	114,842	118,642	110,974	163,250
470 CAPITAL OUTLAY EXPENSE	91,063	0	7,481	12,700
TOTAL DEPARTMENT EXPENDITURES	760,390	697,994	699,829	783,151

Budget FY 14-15



Administration Department



410 SALARIES EXPENSE	67.5%
420 SALARY RELATED EXPENSE	13.9%
430 GROUP INS EXPENSE	6.5%
440 UTILITIES EXPENSE	1.4%
450 PROPERTY & TORT EXPENSE	0.6%
460 OPERATING EXPENSE	10.1%
470 CAPITAL OUTLAY EXPENSE	0.0%
480 NON-OPERATING EXPENSE	0.0%
Total:	100.0%

Administration Department		Administrative Division	
20		10	
Fiscal Summary		Resources & Funding	
Full Time Positions	3	Salaries Expense	270,498
Part Time Positions	0	Salary Related	56,099
Total Positions	3	Group Insurance	21,272
Vehicles	1	Utilities	6,500
		Property & Tort	1,968
		Operating	18,900
		Sub Total	375,237
		Capital	0
		Grand Total	375,237

Description of Department: 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 of the Federal Government.

Goals:

1. To continuously facilitate the Mission Statement as adopted by Orangeburg City Council in order to improve and maintain a high quality of life and favorable business environment for residents, visitors, businesses, and industries in our community.
2. Implement and support policies as set forth by City Council in order to achieve fair and efficient City Government.
3. Manage the day-to-day organization and operations of the City to provide effective and efficient City Government.
4. Constantly manage and analyze organizational effectiveness; effect changes as necessary to achieve the most from available personnel and resources.
5. Cultivate and improve working relationships with other entities to leverage resources for overall betterment of the community.

Objectives:

1. Continued coordination of projects funded through the City two-percent (2%) Hospitality and Accommodations Tax to improve overall facilities, and aesthetics of community.
2. Construction of projects funded through the County One-Percent (1%) Capital Fund.
3. Finish streetscape in Downtown Orangeburg – Russell St to Blvd. Develop future plans for downtown improvement.
4. Assist in implementing a new Airport Layout Plan and Business Plan; develop strategy for locating new businesses and industry on airport property. Design new fuel farm at Airport.
5. Manage finances of the City to insure available revenues are collected and effectively monitor expenditures City-wide to keep cost of services within revenue.
6. Continue plan for land acquisition near and next to Edisto Memorial Gardens
7. Manage developments for Parks and Recreation Complex and City Gym.
8. Explore opportunities for business and economic development; Corporate Headquarters downtown.

DETAIL OF ADMINISTRATION - ADMINISTRATIVE DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010202010410001 ADMINISTRATIVE PAYROLL	293,664	267,396	338,464	270,498
010202010420006 WORKERS' COMPENSATION	5,299	5,665	3,820	5,246
010202010420007 SOCIAL SECURITY	16,739	20,479	25,000	20,693
010202010420008 RETIREMENT	31,128	28,338	32,567	30,160
010202010430005 GROUP INSURANCE	19,706	19,257	19,814	21,272
010202010440010 UTILITIES EXPENSE	5,844	6,500	5,650	6,500
010202010450011 PROPERTY & TORT INSURANCE	1,278	1,278	1,278	1,278
010202010450049 VEHICLE INSURANCE	628	628	690	690
010202010460004 SPECIAL EXPENSE	0	200	200	200
010202010460009 TRAVEL & TRAINING	2,824	3,500	3,524	3,500
010202010460012 DUES, FEES & SUBSCRIPTION	3,289	3,900	3,441	3,500
010202010460013 POSTAGE, PRINTING, ADV	920	1,400	1,200	1,400
010202010460014 OFFICE SUPPLIES	1,619	2,100	1,878	2,000
010202010460015 OFFICE MAINTENANCE	2,772	1,700	3,828	3,000
010202010460016 MISCELLANEOUS EXPENSE	133	500	500	500
010202010460019 EQUIPMENT MAINTENANCE	0	0	0	0
010202010460021 GAS	2,648	2,500	2,683	2,500
010202010460022 TIRES	0	500	501	800
010202010460025 COMPUTER SUPPLIES & UPGRA	34	500	95	500
010202010460050 VEHICLE MAINTENANCE	472	800	719	1,000
010202010470020 CAPITAL OUTLAY	0	0	0	0
010202010470040 SMALL CAPITAL OUTLAY	0	0	1,500	0
TOTAL DIVISION EXPENDITURES	388,998	367,141	447,352	375,237

Administrative Department		Community Planning and Development Division	
20		20	
Fiscal Summary		Resources & Funding	
Full Time Positions	2	Salaries Expense	119,523
Part Time Positions	0	Salary Related	24,068
Total Positions	2	Group Insurance	16,312
Vehicles	1	Utilities	1,700
		Property & Tort	1,779
		Operating	39,350
		Sub Total	202,732
		Capital	0
		Grand Total	202,732

Description of Department: To develop and implement plans which will improve the quality of life within the City of Orangeburg by promoting orderly and controlled growth. This division directs planning, zoning, community development, downtown revitalization, grant, administration activities, and assists with overseeing the enforcement of the Code of Ordinances for the City of Orangeburg.

- Goals:**
1. To develop and implement plans which will improve the quality of life within the City of Orangeburg.
 2. Promote orderly and controlled growth through the development, coordination and implementation of systematic programs, which utilize the resources of the City and its divisions.

- Objectives:**
1. Continue to assist the City Administrator and all Department Heads with the execution of special projects, annexation, lease purchase and additional areas of administration as needed.
 2. Pursue a comprehensive approach to revitalizing and elimination of dilapidated housing such as Boswell Street Project and housing consortium.
 3. Continue to support the Systematic Code Enforcement Program by eradicating dilapidated and unsafe housing and other structures within the City through the use of all available laws and regulations.
 4. Continue to review of City's Comprehensive Plan and Map and to assure that all boards adhere to planning continuing education as required.
 5. Stay abreast of proposed and current legislation, especially in areas of planning and development. Assist the City Administrator with the Land Development Ordinance.
 6. Gather, interpret, and prepare data for studies, reports and recommendations.
 7. Provide assistance to the Downtown Streetscape Project and Downtown Revitalization efforts, through meetings, support, facilitating, and grant opportunities.

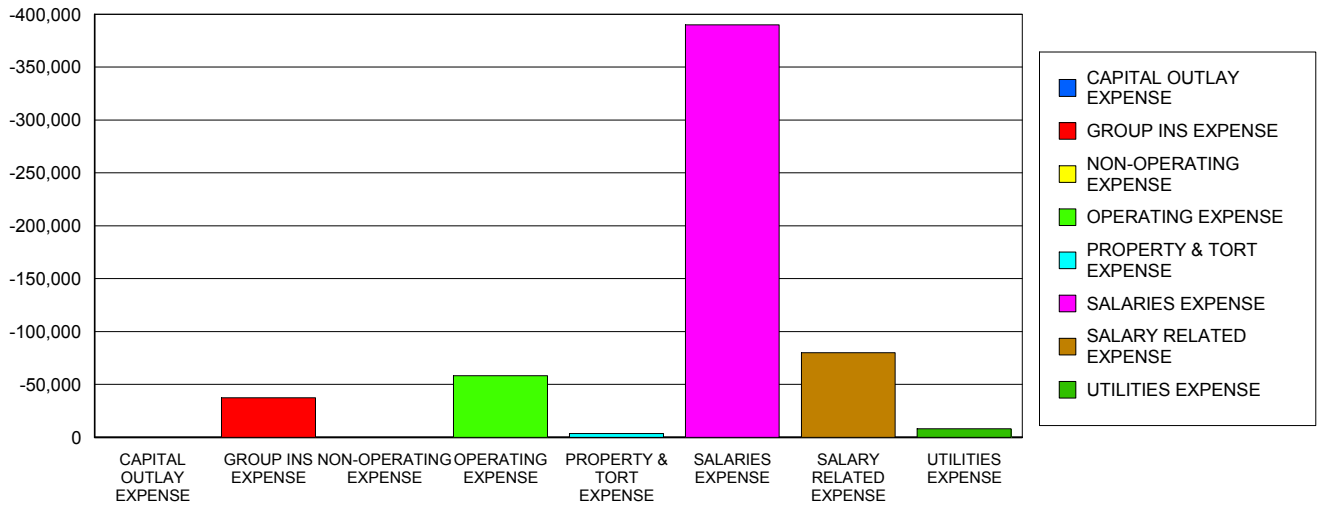
**DETAIL OF ADMINISTRATION - COMMUNITY PLANNING & DEVELOPMENT DIVISION
EXPENDITURES**

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010202020410001 ADMINISTRATIVE PAYROLL	103,656	105,286	105,286	119,523
010202020420006 WORKERS' COMPENSATION	1,360	1,761	1,543	1,897
010202020420007 SOCIAL SECURITY	7,803	8,054	8,009	9,143
010202020420008 RETIREMENT	10,988	11,160	11,240	13,028
010202020430005 GROUP INSURANCE	14,006	14,234	15,756	16,312
010202020440010 UTILITIES EXPENSE	1,314	1,700	1,700	1,700
010202020450011 PROPERTY & TORT INSURANCE	1,194	1,197	1,194	1,194
010202020450049 VEHICLE INSURANCE	577	577	585	585
010202020460004 SPECIAL EXPENSE	0	200	143	200
010202020460009 TRAVEL & TRAINING	3,345	4,000	4,000	4,000
010202020460012 DUES, FEES & SUBSCRIPTION	595	1,000	1,000	1,000
010202020460013 POSTAGE, PRINTING, ADV	1,751	2,000	2,200	2,000
010202020460014 OFFICE SUPPLIES	746	700	769	750
010202020460015 OFFICE MAINTENANCE	229	0	208	250
010202020460016 MISCELLANEOUS EXPENSE	561	500	492	500
010202020460021 GAS	808	1,100	880	750
010202020460022 TIRES	0	0	0	650
010202020460025 COMPUTER SUPPLIES & UPGRA	401	500	1,000	750
010202020460026 GRANT MATCH	0	10,000	0	10,000
010202020460041 CONTRACTUAL SERVICES	0	18,000	0	18,000
010202020460050 VEHICLE MAINTENANCE	503	500	500	500
010202020470040 SMALL CAPITAL OUTLAY	0	0	0	0
TOTAL DIVISION EXPENDITURES	149,838	182,469	156,505	202,732

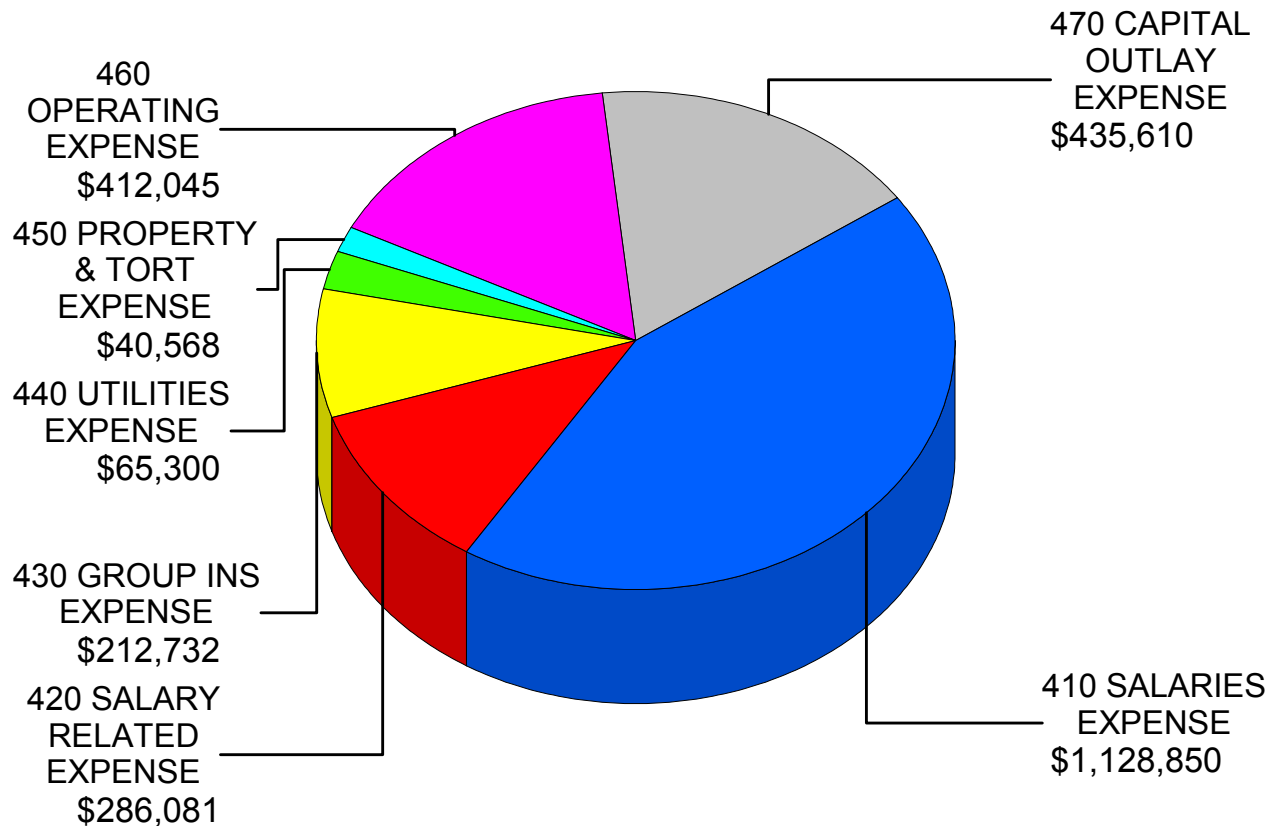
SUMMARY OF ADMINISTRATION DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	397,320	372,682	443,750	390,021
420 SALARY RELATED EXPENSE	73,317	75,457	82,179	80,167
430 GROUP INS EXPENSE	33,712	33,491	35,570	37,584
440 UTILITIES EXPENSE	7,158	8,200	7,350	8,200
450 PROPERTY & TORT EXPENSE	3,677	3,680	3,747	3,747
460 OPERATING EXPENSE	37,876	56,100	29,761	58,250
470 CAPITAL OUTLAY EXPENSE	0	0	1,500	0
480 NON-OPERATING EXPENSE	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	553,061	549,610	603,857	577,969

Budget FY 14-15



Public Works Department



410 SALARIES EXPENSE	43.7%
420 SALARY RELATED EXPENSE	11.1%
430 GROUP INS EXPENSE	8.2%
440 UTILITIES EXPENSE	2.5%
450 PROPERTY & TORT EXPENSE	1.6%
460 OPERATING EXPENSE	16.0%
470 CAPITAL OUTLAY EXPENSE	16.9%
480 NON-OPERATING EXPENSE	0.0%
Total:	100.0%

Public Works Department	Administration Division
40	01

Fiscal Summary		Resources & Funding	
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Full Time Positions	3	Salaries Expense	183,800
Part Time Positions	0	Salary Related	37,006
Total Positions	3	Group Insurance	26,664
Vehicles	1	Utilities	4,000
		Properties & Tort	1,705
		Operating	17,600
		Sub Total	270,775
		Capital	0
		Grand Total	270,775

Description of Division: The Administration Division supports the efforts of all the divisions within the Public Works Department in meeting their goals and objectives.

- Goals:**
1. To provide support, leadership, direction and planning to all divisions within the Public Works Department in meeting their goals and objectives.
 2. To work closely with Service Department, SCDOT and DPU on common goals within the City.
 3. To ensure a safe work environment.
 4. To ensure that Public Works has a highly motivated work group.
 5. To ensure that the Public Works Department supports Mayor, Council, and City Administrator in the achievement of their goals and objectives.

- Objectives:**
1. Provide administrative support to all divisions.
 2. Enforce safe work practices in all divisions through safety meetings, on-the-job encouragement, support and corrective discipline.
 3. Provide support to individual communities within the city in their cleanup efforts by providing special collection services.
 4. Encourage all employees to make a personal commitment to a cleaner and safer city.
 5. 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.
 6. 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.
 7. To support other departments in meeting their goals and objectives.
 8. To review and update ordinances pertaining to Public Works.

DETAIL OF PUBLIC WORKS - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404001410001 ADMINISTRATIVE PAYROLL	173,450	177,232	177,232	183,800
010404001420006 WORKERS' COMPENSATION	2,160	2,689	2,275	2,545
010404001420007 SOCIAL SECURITY	12,370	13,558	13,558	14,061
010404001420008 RETIREMENT	18,386	18,786	18,921	20,400
010404001430005 GROUP INSURANCE	23,163	24,649	26,149	26,664
010404001440010 UTILITIES EXPENSE	2,489	3,500	4,008	4,000
010404001450011 PROPERTY & TORT INSURANCE	1,119	1,355	1,119	1,120
010404001450049 VEHICLE INSURANCE	574	658	585	585
010404001460004 SPECIAL EXPENSE	0	100	100	100
010404001460009 TRAVEL & TRAINING	1,007	2,000	800	2,000
010404001460012 DUES, FEES & SUBSCRIPTION	1,414	1,500	1,200	1,500
010404001460013 POSTAGE, PRINTING, ADV	17	75	21	75
010404001460014 OFFICE SUPPLIES	864	1,200	719	1,200
010404001460015 OFFICE MAINTENANCE	877	400	417	400
010404001460016 MISCELLANEOUS EXPENSE	753	1,300	2,732	2,500
010404001460018 CLOTHING	112	350	423	425
010404001460019 EQUIPMENT MAINTENANCE	0	250	250	250
010404001460021 GAS	2,093	2,100	2,400	2,500
010404001460022 TIRES	547	550	550	550
010404001460024 MATERIALS AND SUPPLIES	407	1,500	1,055	3,000
010404001460025 COMPUTER SUPPLIES & UPGRA	4,006	5,000	2,500	2,500
010404001460027 RADIOS	81	0	0	0
010404001460050 VEHICLE MAINTENANCE	599	600	500	600
010404001470040 SMALL CAPITAL OUTLAY	122	1,000	2,500	0
TOTAL DIVISION EXPENDITURES	246,608	260,352	260,014	270,775

Public Works Department	Building Inspection Division
40	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	2	Salaries Expense	98,000
Part Time Positions	0	Salary Related	20,590
Total Positions	2	Group Insurance	17,858
Vehicles	2	Utilities	3,500
		Properties & Tort	2,294
		Operating	24,750
		Sub Total	166,992
		Capital	3,000
		Grand Total	169,992

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

Goals:
1. To review and recommend the adoption of appropriate building and housing codes.
2. To enforce Comprehensive Plan and Zoning Ordinances.
3. To enforce building codes.
4. To enforce <u>minimum</u> housing standards.
5. To have properly trained building officials and inspectors.
6. To promote safety in all areas.

Objectives:
1. To issue building permits.
2. To operate vehicles in a safe manner and to follow all applicable safety rules.
3. To cause the demolition or repair of dilapidated dwellings in the city this year.
4. To enforce required display of E-911 house/business address numbers.
5. To spend 25% of time in the field identifying dilapidated housing, business license violations, zoning violations and property maintenance violations.
6. To update qualifications and certifications of Building Officials and Building Inspectors.

Small Capital Outlay Approved	Amount
<u>Ipads</u> To work with Finance program to allow generation of work orders in the field and monitor progression to completion, i.e. better communication.	\$3,000.00
Total Approved	\$3,000.00

DETAIL OF PUBLIC WORKS - BUILDING INSPECTION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404010410001 ADMINISTRATIVE PAYROLL	98,008	87,318	87,318	98,000
010404010420006 WORKERS' COMPENSATION	1,670	2,086	1,981	2,217
010404010420007 SOCIAL SECURITY	6,862	6,679	6,679	7,497
010404010420008 RETIREMENT	10,389	9,255	9,255	10,876
010404010430005 GROUP INSURANCE	16,103	16,491	11,991	17,858
010404010440010 UTILITIES EXPENSE	3,530	3,500	3,000	3,500
010404010450011 PROPERTY & TORT INSURANCE	1,016	1,016	1,016	1,017
010404010450049 VEHICLE INSURANCE	1,193	1,277	1,259	1,277
010404010460004 SPECIAL EXPENSE	0	150	150	150
010404010460009 TRAVEL & TRAINING	135	2,000	1,000	2,000
010404010460011 GIS SUPPORT	0	0	0	0
010404010460012 DUES, FEES & SUBSCRIPTION	2,375	3,300	1,778	3,300
010404010460013 POSTAGE, PRINTING, ADV	2,161	1,100	2,346	1,500
010404010460014 OFFICE SUPPLIES	504	800	605	800
010404010460015 OFFICE MAINTENANCE	422	400	417	400
010404010460016 MISCELLANEOUS EXPENSE	77	0	0	0
010404010460018 CLOTHING	433	1,000	135	1,000
010404010460019 EQUIPMENT MAINTENANCE	0	200	100	200
010404010460021 GAS	1,603	1,900	1,543	1,900
010404010460022 TIRES	0	500	500	500
010404010460024 MATERIALS AND SUPPLIES	1,983	3,500	1,142	3,000
010404010460025 COMPUTER SUPPLIES & UPGRA	2,470	4,000	2,170	3,500
010404010460027 RADIOS	0	0	0	0
010404010460041 CONTRACTUAL SERVICES	0	5,000	0	5,000
010404010460050 VEHICLE MAINTENANCE	976	1,500	1,000	1,500
010404010470020 CAPITAL OUTLAY	24,474	0	0	0
010404010470040 SMALL CAPITAL OUTLAY	128	1,000	1,000	3,000
TOTAL DIVISION EXPENDITURES	176,512	153,972	136,385	169,992

Public Works Department	Garage Division
40	30

Fiscal Summary		Resources & Funding	
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Full Time Positions	5	Salaries Expense	219,152
Part Time Positions	0	Salary Related	48,558
Total Positions	5	Group Insurance	31,035
Vehicles	3	Utilities	22,000
		Properties & Tort	4,553
		Operating	44,225
		Sub Total	369,523
		Capital	71,700
		Grand Total	441,223

Description of Division: The Garage Division operates the City Garage that maintains the city's vehicles and equipment (excluding DPU).

Goals:

1. To operate a safe, responsible and cost effective maintenance facility for the city's vehicles and equipment.
2. To operate a fueling station for the city's vehicles and equipment.
3. To provide road service for city vehicles and equipment.
4. To promote a safe work environment.

Objectives:

1. To maintain a highly trained workforce by providing ongoing training to mechanics.
2. To provide a safe work environment by complying with Federal and State safety standards and requiring employees to follow safety rules to reduce number of injuries.
3. 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.
4. Utilize DacEasy software for inventory control. Continue to use Qquest software for vehicle history, scheduling maintenance, scheduling replacements and tracking turn-around time for repairs.
5. Arrange garage area, office area and outside area to promote safety, cleanliness and organization. Provide area for customers to wait while repairs are being made.

Capital Outlay Approved	Amount
<u>Tools for Service Truck</u> For roadside vehicle and machinery repairs.	\$ 5,500.00
<u>50-Ton Shop Press</u> <i>(Lease Purchase)</i> Press bearing and etc. Replace old press.	\$ 7,200.00
<u>Air Condition Machine</u> Repair vehicle AC; old machine is 15 years and worn out.	\$ 5,000.00
<u>Heavy Duty Tire Balancer</u> <i>(Lease Purchase)</i> Balance vehicle tires. Old machine is 15 years old and worn out.	\$20,000.00
<u>Storage Building</u> Running out of storage space.	\$34,000.00
Total Approved	\$71,700.00

DETAIL OF PUBLIC WORKS - GARAGE DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404030410001 ADMINISTRATIVE PAYROLL	50,929	50,929	50,929	52,456
010404030410002 OPERATIONAL PAYROLL	150,598	154,741	155,137	165,196
010404030410003 OVERTIME	392	1,500	8,050	1,500
010404030420006 WORKERS' COMPENSATION	8,671	8,761	6,966	8,184
010404030420007 SOCIAL SECURITY	14,223	15,848	15,524	16,650
010404030420008 RETIREMENT	21,403	21,801	22,710	23,724
010404030430005 GROUP INSURANCE	26,379	28,037	33,973	31,035
010404030440010 UTILITIES EXPENSE	19,582	20,000	20,109	22,000
010404030450011 PROPERTY & TORT INSURANCE	2,412	2,116	2,363	2,363
010404030450049 VEHICLE INSURANCE	1,918	1,170	2,192	2,190
010404030460004 SPECIAL EXPENSE	0	100	50	100
010404030460009 TRAVEL & TRAINING	1,818	1,500	1,557	1,500
010404030460012 DUES, FEES & SUBSCRIPTION	3,097	1,200	1,551	1,200
010404030460013 POSTAGE, PRINTING, ADV	0	25	25	25
010404030460014 OFFICE SUPPLIES	282	400	700	500
010404030460015 OFFICE MAINTENANCE	527	900	948	1,000
010404030460016 MISCELLANEOUS EXPENSE	17	100	100	100
010404030460017 COMPUTER OPERATIONS	105	1,500	1,500	1,500
010404030460018 CLOTHING	3,473	2,500	2,349	2,500
010404030460019 EQUIPMENT MAINTENANCE	3,619	3,000	4,429	4,500
010404030460021 GAS	3,684	3,200	4,558	4,500
010404030460022 TIRES	232	500	500	500
010404030460023 FACILITY MAINTENANCE	2,864	1,800	3,128	2,500
010404030460024 MATERIALS AND SUPPLIES	14,176	11,000	18,819	17,800
010404030460025 COMPUTER SUPPLIES & UPGRA	2,451	2,500	1,500	2,500
010404030460027 RADIOS	0	0	0	0
010404030460048 COGS RETAIL INVENTORY	0	0	0	0
010404030460050 VEHICLE MAINTENANCE	3,349	3,500	2,330	3,500
010404030470020 CAPITAL OUTLAY	78,404	16,500	15,923	71,700
010404030470040 SMALL CAPITAL OUTLAY	2,764	0	4,700	0
TOTAL DIVISION EXPENDITURES	417,369	355,128	382,620	441,223

Public Works Department	Municipal Buildings Division
40	40

Fiscal Summary		Resources & Funding	
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Full Time Positions	1	Salaries Expense	47,298
Part Time Positions	0	Salary Related	10,805
Total Positions	1	Group Insurance	3,337
Vehicles	1	Utilities	30,000
		Properties & Tort	6,215
		Operating	24,400
		Sub Total	122,055
		Capital	27,800
		Grand Total	149,855

Description of 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 and Public Works.

- Goals:**
1. To maintain City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers to prevent deterioration to structures and equipment.
 2. To ensure that City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers are presentable and usable at all times.
 3. 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 and Public Works personnel.
 4. To work safely in carrying out work assignments.

- Objectives:**
1. To maintain outside areas at City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers.
 2. To clean City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers as needed.
 3. To maintain the structure, interior and exterior of City Hall, Public Works Complex, Stevenson Auditorium and City Council Chambers.
 4. To maintain emergency evacuation plan and emergency equipment such as fire extinguishers as required by code.
 5. To respond promptly to the facility needs of City Staff, Mayor, Council and visitors.
 6. To work closely with those renting Stevenson Auditorium to help them have a successful event.

Public Works – Municipal Buildings

#40-40

Capital Outlay Approved	Amount
<u>Finish three (3) offices on second floor of Public Works Complex</u> To create more and additional storage.	\$14,800.00
<u>Carpet for Public Works downstairs offices</u> Replace worn carpet.	\$12,000.00
Total Approved	\$26,800.00

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace old tools.	\$1,000.00
Total Approved	\$1,000.00

DETAIL OF PUBLIC WORKS - MUNICIPAL BUILDINGS DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404040410002 OPERATIONAL PAYROLL	46,237	30,387	30,526	31,298
010404040410003 OVERTIME	13,388	16,000	11,100	16,000
010404040420006 WORKERS' COMPENSATION	1,443	1,939	2,028	2,032
010404040420007 SOCIAL SECURITY	4,042	3,549	2,514	3,618
010404040420008 RETIREMENT	5,235	3,221	4,441	5,155
010404040430005 GROUP INSURANCE	2,284	3,120	4,408	3,337
010404040440010 UTILITIES EXPENSE	31,217	30,000	32,626	30,000
010404040450011 PROPERTY & TORT INSURANCE	4,640	4,921	5,629	5,630
010404040450049 VEHICLE INSURANCE	501	585	585	585
010404040460004 SPECIAL EXPENSE	0	50	50	50
010404040460016 MISCELLANEOUS EXPENSE	81	50	75	50
010404040460018 CLOTHING	1,339	900	1,686	1,500
010404040460019 EQUIPMENT MAINTENANCE	926	500	1,662	500
010404040460021 GAS	2,486	2,400	2,775	2,400
010404040460022 TIRES	341	300	300	300
010404040460023 FACILITY MAINTENANCE	5,986	5,000	19,086	10,000
010404040460024 MATERIALS AND SUPPLIES	4,823	4,500	4,332	4,500
010404040460027 RADIOS	0	0	0	0
010404040460041 CONTRACTUAL SERVICES	4,080	3,600	3,990	3,600
010404040460050 VEHICLE MAINTENANCE	428	500	902	500
010404040460199 FIRST CIT BLDG EXPENSES	0	1,000	2,000	1,000
010404040470020 CAPITAL OUTLAY	0	0	3,350	26,800
010404040470040 SMALL CAPITAL OUTLAY	0	500	0	1,000
TOTAL DIVISION EXPENDITURES	129,477	113,022	134,065	149,855

Public Works Department	Parking Facilities Division
40	50

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	
Part Time Positions	0	Salary Related	
Total Positions	0	Group Insurance	
Vehicles	0	Utilities	
		Properties & Tort	78
		Operating	5,480
		Sub Total	5,558
		Capital	500
		Grand Total	6,058

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

Goals:
 1. 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.

Objectives:
 1. Identify areas on streets for parking and no parking and submit encroachment agreements to SCDOT.
 2. To provide adequate supply of marking paint and signs for identifying parking.
 3. Inspect parking facilities once per quarter for condition. Issue service orders as needed to cut grass and clear lots of any weeds and/or litter.

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace old tools.	\$500.00
Total Approved	\$500.00

DETAIL OF PUBLIC WORKS - PARKING FACILITIES DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404050450011 PROPERTY & TORT INSURANCE	78	78	78	78
010404050460024 MATERIALS AND SUPPLIES	0	500	0	500
010404050460036 PARKING LOT RENTALS	4,865	4,980	4,980	4,980
010404050470040 SMALL CAPITAL OUTLAY	0	500	0	500
TOTAL DIVISION EXPENDITURES	4,943	6,058	5,058	6,058

Public Works Department	Residential Sanitation Division
40	60

Fiscal Summary		Resources & Funding	
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Full Time Positions	15	Salaries Expense	506,881
Part Time Positions	0	Salary Related	148,932
Total Positions	15	Group Insurance	123,731
Vehicles	17	Utilities	5,800
		Properties & Tort	18,932
		Operating	193,440
		Sub Total	997,716
		Capital	260,500
		Grand Total	1,258,216

Description of Division: The Residential Sanitation Division collects and disposes of residential solid waste within the City limits.

- Goals:**
1. To collect and dispose of residential solid waste in the City in a cost effective and safe manner.
 2. To be responsive to the needs of the citizens in disposing of Solid Waste.
 3. To promote a clean city through dedicated employees, education of the public and enforcement of ordinances.
 4. To support Code Enforcement by clearing weedy and overgrown lots.
 5. To promote a safe work environment.

- Objectives:**
1. To continue to monitor employees' driving records to be sure that all operators have a current Commercial Drivers License (CDL) and comply with the requirements and to continue with random drug screens.
 2. To ensure that all employees work in a safe manner to protect themselves and the public.
 3. To be responsive to the special needs of citizens and accommodate them when possible.
 4. To motivate employees to make a personal commitment to keeping the city clean.
 5. To continue to promote the curbside recycling program.
 6. To enforce city ordinances pertaining to solid waste collection and disposal, and to recommend changes where appropriate.
 7. To continue to search for ways to make the Comprehensive Solid Waste Management Program better.
 8. Support community cleanup efforts by making special solid waste collections.
 9. Provide backup support to other departments when short on personnel or equipment.
 10. To continue implementation of mandatory residential garbage collection.
 11. 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 trash carts as needed.

Capital Outlay Approved	Amount
<u>Two (2) Ramer Model 3500 Shuttle Loader</u> <i>(Lease Purchase)</i> Replace outdated model.	\$260,000.00
Total Approved	\$260,000.00

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace old tools.	\$500.00
Total Approved	\$500.00

DETAIL OF PUBLIC WORKS - SANITATION DIVISION EXPENDITURES

Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
010404060410001 ADMINISTRATIVE PAYROLL	83,248	84,566	84,566	88,734
010404060410002 OPERATIONAL PAYROLL	355,025	369,149	373,376	378,147
010404060410003 OVERTIME	26,530	30,000	40,081	40,000
010404060420006 WORKERS' COMPENSATION	49,014	53,592	45,956	54,906
010404060420007 SOCIAL SECURITY	32,767	37,004	37,000	38,776
010404060420008 RETIREMENT	49,269	47,840	52,742	55,250
010404060430005 GROUP INSURANCE	110,866	115,350	123,667	123,731
010404060440010 UTILITIES EXPENSE	5,656	5,000	5,878	5,800
010404060450011 PROPERTY & TORT INSURANCE	5,150	5,059	5,211	5,211
010404060450049 VEHICLE INSURANCE	12,841	13,904	13,721	13,721
010404060460004 SPECIAL EXPENSE	75	100	115	100
010404060460009 TRAVEL & TRAINING	40	80	50	80
010404060460012 DUES, FEES & SUBSCRIPTION	0	0	0	0
010404060460013 POSTAGE, PRINTING, ADV	152	160	160	160
010404060460014 OFFICE SUPPLIES	110	220	125	200
010404060460016 MISCELLANEOUS EXPENSE	68	60	475	200
010404060460018 CLOTHING	8,068	7,500	8,992	7,500
010404060460019 EQUIPMENT MAINTENANCE	767	800	802	800
010404060460021 GAS	82,422	83,200	86,069	85,000
010404060460022 TIRES	17,139	20,000	23,037	25,000
010404060460023 FACILITY MAINTENANCE	873	800	1,657	1,500
010404060460024 MATERIALS AND SUPPLIES	9,958	8,400	6,929	8,500
010404060460027 RADIOS	0	0	0	0
010404060460038 CARTS & MAINTENANCE	11,208	11,300	2,574	11,300
010404060460041 CONTRACTUAL SERVICES	5,643	4,100	6,550	6,000
010404060460050 VEHICLE MAINTENANCE	56,151	45,000	49,346	45,000
010404060460665 RECYCLING BINS	2,207	2,100	2,100	2,100
010404060470020 CAPITAL OUTLAY	62,092	320,000	300,000	260,000
010404060470040 SMALL CAPITAL OUTLAY	0	500	500	500
TOTAL DIVISION EXPENDITURES	987,338	1,265,784	1,271,679	1,258,216

Public Works Department	Commercial Sanitation Division
40	65

Fiscal Summary		Resources & Funding	
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Full Time Positions	2	Salaries Expense	73,719
Part Time Positions	0	Salary Related	20,190
Total Positions	2	Group Insurance	10,107
Vehicles	3	Utilities	0
		Properties & Tort	6,137
		Operating	62,650
		Sub Total	172,803
		Capital	500
		Grand Total	173,303

Description of Division: The Commercial Sanitation Division collects and disposes of solid waste within the City limits.

- Goals:**
1. To collect and dispose of commercial solid waste in the City in a cost effective and safe manner.
 2. To be responsive to the needs of city businesses in disposing of Solid Waste.
 3. To promote a clean city through dedicated employees, education of the public and enforcement of ordinances.
 4. To promote a safe work environment.

- Objectives:**
1. To continue to monitor employees' driving records to be sure that all operators have a current Commercial Drivers License (CDL) and comply with the requirements and to continue with random drug screens.
 2. To ensure that all employees work in a safe manner to protect themselves and the public.
 3. To motivate employees to make a personal commitment to keeping the city clean.
 4. To enforce city ordinances pertaining to solid waste collection and disposal and to recommend changes where appropriate.
 5. To continue to search for ways to make the Comprehensive Solid Waste Management Program better.
 6. Provide backup support to other departments when short on personnel or equipment.
 10. To continue implementation of mandatory commercial garbage collection.
 11. 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.

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace old tools.	\$500.00
Total Approved	\$500.00

DETAIL OF PUBLIC WORKS - COMMERCIAL SANITATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404065410002 OPERATIONAL PAYROLL	66,042	66,718	66,718	68,719
010404065410003 OVERTIME	5,210	5,000	6,758	5,000
010404065420006 WORKERS' COMPENSATION	10,257	7,899	7,466	7,443
010404065420007 SOCIAL SECURITY	5,235	5,104	5,405	5,257
010404065420008 RETIREMENT	7,553	7,072	7,787	7,490
010404065430005 GROUP INSURANCE	9,680	9,108	11,183	10,107
010404065450011 PROPERTY & TORT INSURANCE	482	482	482	482
010404065450049 VEHICLE INSURANCE	4,025	4,108	4,108	5,655
010404065460018 CLOTHING	849	700	1,052	900
010404065460021 GAS	28,155	28,500	28,500	28,500
010404065460022 TIRES	12,931	14,750	14,643	14,750
010404065460024 MATERIALS AND SUPPLIES	95	0	0	0
010404065460025 COMPUTER SUPPLIES & UPGRA	2,160	1,500	1,500	1,500
010404065460027 RADIOS	0	0	0	0
010404065460037 FRONT END CONTAINERS	17,420	10,000	9,667	10,000
010404065460038 CARTS & MAINTENANCE	230	2,000	750	2,000
010404065460050 VEHICLE MAINTENANCE	6,666	4,500	14,930	5,000
010404065470020 CAPITAL OUTLAY	0	0	0	0
010404065470040 SMALL CAPITAL OUTLAY	0	0	0	500
TOTAL DIVISION EXPENDITURES	176,990	167,441	180,949	173,303

Public Works Department	Streets & Maintenance Division
40	80

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	
Part Time Positions	0	Salary Related	
Total Positions	0	Group Insurance	
Vehicles	0	Utilities	
		Properties & Tort	654
		Operating	39,500
		Sub Total	40,154
		Capital	71,610
		Grand Total	111,764

Description of 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:**
1. To ensure city streets are properly maintained.
 2. To use Sanitation personnel to support this area.
 3. To address flooding caused by storm water run-off.
 4. To improve the appearance of the city by enforcement of the Weedy Lot and Junk Car Ordinances.

- Objectives:**
1. To insure properly maintained streets in the city by issuing service orders for repair.
 2. To monitor open ditches in the city for blockages and issue service orders to correct.
 3. To identify storm water flooding problems in the city and recommend corrective action.
 4. To identify defective or missing street signs and order replacements; also, to provide instructions on replacements to field personnel.
 5. To identify weedy lots including exposed opened storage areas and take corrective action.
 6. To identify junk cars and take corrective action.
 7. To assist with Streetscape Projects primarily facilitating access to businesses during construction phase.

Public Works – Streets & Maintenance

#40-80

Capital Outlay Approved	Amount
<u>Frontier 7’8” Sickle Bar Mower</u>	\$5,210.00
<u>Track Hoe and Drop Deck Trailer</u> To use to repair damage streetscape areas.	\$65,900.00
Total Approved	\$71,110.00

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace outdated tools.	\$500.00
Total Approved	\$500.00

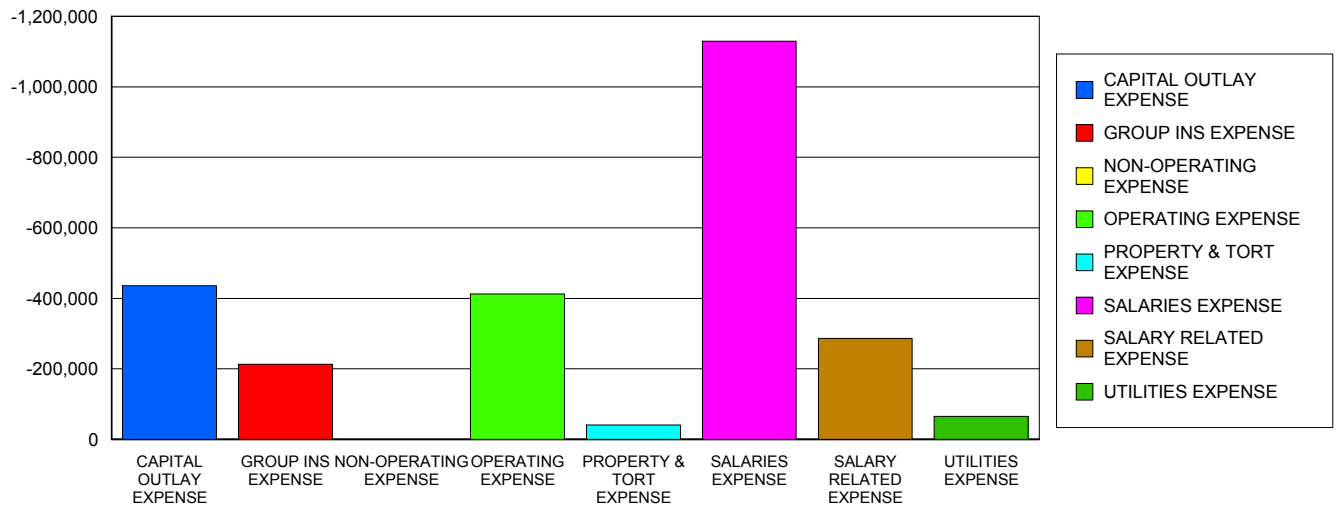
DETAIL OF PUBLIC WORKS - STREETS & MAINTENANCE DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010404080450011 PROPERTY & TORT INSURANCE	605	692	654	654
010404080460019 EQUIPMENT MAINTENANCE	4,873	5,000	2,500	5,000
010404080460024 MATERIALS AND SUPPLIES	16,328	17,000	12,000	17,000
010404080460039 TRAFFIC & STREET SIGNS	9,760	15,000	15,000	15,000
010404080460224 INERT DUMP SUPPLIES	0	2,500	0	2,500
010404080470020 CAPITAL OUTLAY	0	0	0	71,110
010404080470040 SMALL CAPITAL OUTLAY	75	0	0	500
TOTAL DIVISION EXPENDITURES	31,641	40,192	30,154	111,764

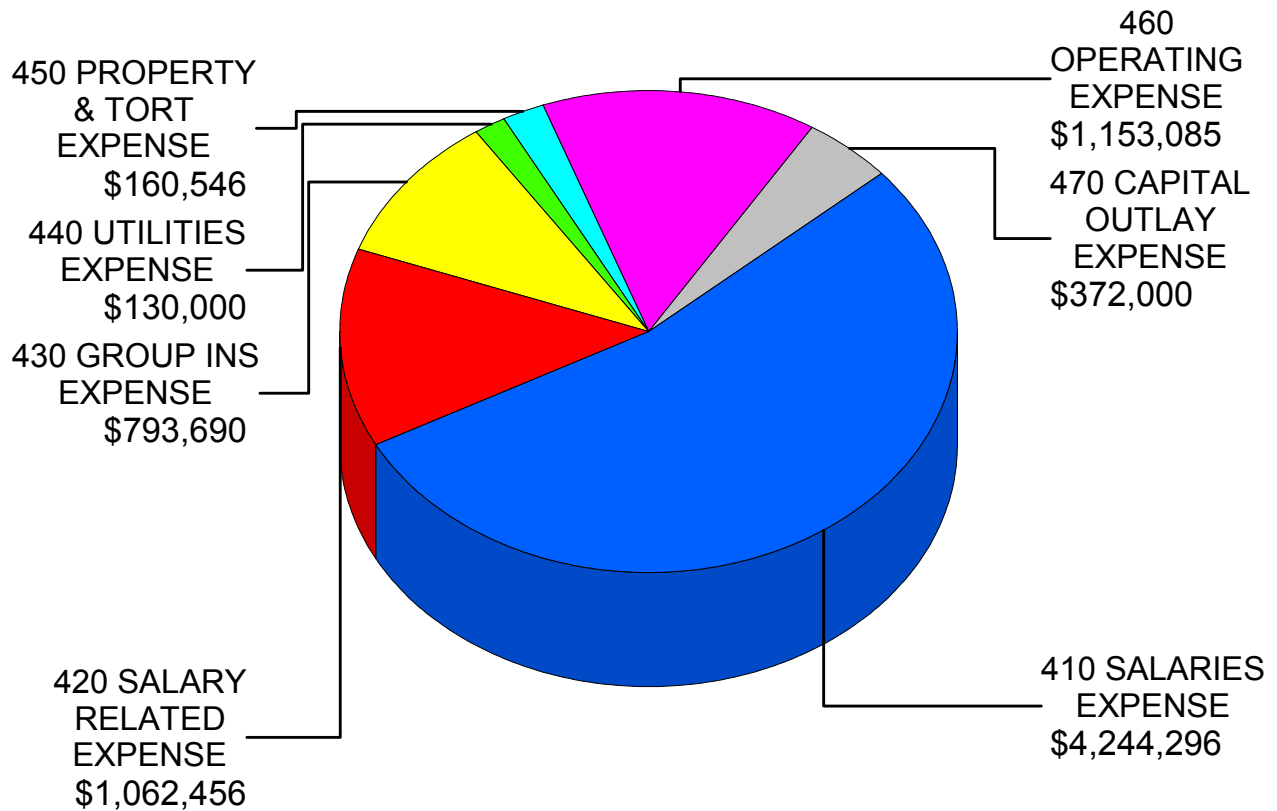
SUMMARY OF PUBLIC WORKS DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	1,069,056	1,073,540	1,091,791	1,128,850
420 SALARY RELATED EXPENSE	260,950	266,683	263,208	286,081
430 GROUP INS EXPENSE	188,475	196,755	211,371	212,732
440 UTILITIES EXPENSE	62,473	62,000	65,621	65,300
450 PROPERTY & TORT EXPENSE	36,556	37,421	39,002	40,568
460 OPERATING EXPENSE	1,055,830	385,550	401,958	412,045
470 CAPITAL OUTLAY EXPENSE	168,059	340,000	327,973	435,610
480 NON-OPERATING EXPENSE	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	2,841,398	2,361,949	2,400,924	2,581,186

Budget FY 14-15



Public Safety Department



410 SALARIES EXPENSE	53.6%
420 SALARY RELATED EXPENSE	13.4%
430 GROUP INS EXPENSE	10.0%
440 UTILITIES EXPENSE	1.6%
450 PROPERTY & TORT EXPENSE	2.0%
460 OPERATING EXPENSE	14.6%
470 CAPITAL OUTLAY EXPENSE	4.7%
480 NON-OPERATING EXPENSE	0.0%
Total:	100.0%

Public Safety Department	Administration Division
60	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	3	Salaries Expense	177,922
Part Time Positions	0	Salary Related	40,133
Total Positions	3	Group Insurance	20,621
Vehicles	1	Utilities	130,000
		Property & Tort	16,200
		Operating	570,200
		Sub Total	955,076
		Capital	0
		Grand Total	955,076

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

- Goals:**
1. Continue to advance the DPS/ Claflin Forensic Lab and forensics program.
 2. Ensure a comprehensive succession plan is established to maintain the long-term stability of organizational leadership within the department.
 3. Continue to enhance citywide alert system through further development of the Intelligent Led Policing (ILP) concept.

- Objectives:**
1.
 - a. Build on known offender local DNA database and the collected DNA evidence samples.
 - b. Revamp and finalize the MOU agreement with Claflin University.
 - c. Secure ASCLAD certification of DPS/Claflin Forensic Lab to include DNA, crime scene, and latent prints and narcotics analysis.
 2.
 - a. Develop and implement a succession plan that includes evidence based outcome measures focusing on skills, expertise and individual character.
 - b. Establish values based leadership training designed for all positions within the department.
 3.
 - a. Continue public information campaign to increase participation in Crime Alert program.
 - b. Enhance department's status as regional hub for information sharing and crime analysis.

DETAIL OF PUBLIC SAFETY - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606010410001 ADMINISTRATIVE PAYROLL	130,605	129,423	128,531	152,444
010606010410002 OPERATIONAL PAYROLL	22,282	22,736	23,611	25,478
010606010420006 WORKERS' COMPENSATION	4,993	5,133	4,180	5,021
010606010420007 SOCIAL SECURITY	10,260	11,640	9,929	13,612
010606010420008 RETIREMENT	17,887	18,168	17,768	21,500
010606010430005 GROUP INSURANCE	15,940	18,969	20,178	20,621
010606010440010 UTILITIES EXPENSE	119,754	132,000	130,385	130,000
010606010450011 PROPERTY & TORT INSURANCE	14,221	15,000	15,282	15,500
010606010450049 VEHICLE INSURANCE	1,365	900	690	700
010606010460004 SPECIAL EXPENSE	20,707	16,000	19,710	16,000
010606010460008 NEW HIRE/RECRUITMENT EXP	0	7,000	8,000	6,000
010606010460009 TRAVEL & TRAINING	778	2,500	1,000	2,000
010606010460012 DUES, FEES & SUBSCRIPTION	5,844	5,000	5,220	5,000
010606010460013 POSTAGE, PRINTING, ADV	15,788	15,000	15,559	14,000
010606010460014 OFFICE SUPPLIES	6,928	6,000	7,500	5,000
010606010460015 OFFICE MAINTENANCE	5,971	7,500	5,304	7,000
010606010460016 MISCELLANEOUS EXPENSE	764	1,000	1,000	1,000
010606010460017 COMPUTER OPERATIONS	15,249	10,000	9,731	10,000
010606010460019 EQUIPMENT MAINTENANCE	326	500	340	0
010606010460021 GAS	4,918	4,000	3,898	4,000
010606010460022 TIRES	0	400	604	400
010606010460023 FACILITY MAINTENANCE	28,110	20,000	28,449	20,000
010606010460024 MATERIALS AND SUPPLIES	14,835	15,000	15,637	14,000
010606010460025 COMPUTER SUPPLIES & UPGRA	14,770	13,000	17,000	15,000
010606010460030 LEASES	1,258	0	1,480	0
010606010460032 TUITION REIMBURSEMENT	3,982	10,000	24,100	15,000
010606010460034 GANG INITIATIVE/2020	4,502	5,000	6,143	5,000
010606010460050 VEHICLE MAINTENANCE	512	1,000	600	800
010606010460053 CRIMINAL STATE ASSESSMENT	69,073	85,000	91,239	85,000
010606010460054 TRAFFIC STATE ASSESSMENTS	302,101	340,000	313,761	340,000
010606010460056 JUVENILE DETENTION	5,625	7,500	4,000	5,000
010606010470020 CAPITAL OUTLAY	0	21,000	18,000	0
010606010470040 SMALL CAPITAL OUTLAY	2,590	0	0	0
TOTAL DIVISION EXPENDITURES	861,938	946,369	948,829	955,076

Public Safety	Patrol
60	20

Fiscal Summary		Resources & Funding	
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Full Time Positions	46	Salaries Expense	1,941,615
Part Time Positions	0	Salary Related	491,282
Total Positions	46	Group Insurance	374,175
Vehicles	29	Utilities	0
		Properties & Tort	74,000
		Operating	251,300
		Sub Total	3,132,372
		Capital	100,500
		Grand Total	3,232,872

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

- Goals:**
1. Provide the citizens of Orangeburg with the most comprehensive, efficient, and effective police and fire service available within the confines of our existing resources.
 2. Work closely with the Investigative Division and crime analyst to serve as a conduit for the gathering and dissemination of criminal intelligence throughout the agency following the Intelligence Led Policing Protocol.
 3. Implement specialized training to address emerging trends and critical situations in both fire and police service.
 4. Seek to reduce traffic accidents and fatalities in the City of Orangeburg through the implementation of a comprehensive "Traffic Enforcement Education Program".

- Objectives:**
1.
 - a. Integrate adherence to organizational values in daily duty performance.
 - b. Deliver community focused police and fire services.
 - c. Improve internal information dissemination by the use of message boards and briefings.
 2. Work closely with sector investigators to develop criminal intelligence specific to each geographic area by sharing information gathered on gang activity and membership, individuals or groups involved in crimes against persons or property, and aggressively pursue identification of children for the "Drug Endangered Child Program."
 3. Incorporate police and fire training geared toward critical incidents and emerging trends into daily operations and company training cycles.
 4.
 - a. Utilize real-time and historical traffic data collected by the intelligence analyst to focus enforcement in selected areas of the city.
 - b. Increase Public Awareness campaigns to focus on reducing distracted, reckless drivers, and speeding throughout the city.

Capital Outlay Approved		Amount
<u>Vehicles (Police Package)</u>	<i>(Lease Purchase)</i>	\$100,500.00
<i>(3 @ \$33,500.00 each)</i> Replace high mileage, high maintenance vehicles that are used 24/7 by patrol officers (to include additional equipment of: in-car video camera system, traffic radar equipment and mobile computer system).		
<u>Full-Size Utility Vehicle for K-9 Unit</u>	<i>*(Lease Purchase)</i>	*\$40,000.00
<i>Replace 2006 high mileage, high maintenance vehicle (#600-74) used to transport K-9 with vehicle capable of holding cage and necessary K-9 equipment; along with in-car video camera and mobile computer system.</i> <i>*Approved purchase from Drug Fund</i>		
Total Approved		\$100,500.00

DETAIL OF PUBLIC SAFETY - PATROL DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606020410001 ADMINISTRATIVE PAYROLL	60,183	60,416	60,416	63,615
010606020410002 OPERATIONAL PAYROLL	1,443,352	1,604,306	1,541,500	1,728,000
010606020410003 OVERTIME	144,506	150,000	200,300	150,000
010606020420006 WORKERS' COMPENSATION	75,115	79,484	63,543	81,901
010606020420007 SOCIAL SECURITY	118,346	138,826	138,115	148,381
010606020420008 RETIREMENT	205,195	232,047	242,107	261,000
010606020430005 GROUP INSURANCE	272,488	337,199	335,000	374,175
010606020450011 PROPERTY & TORT INSURANCE	49,118	49,119	51,351	52,000
010606020450049 VEHICLE INSURANCE	20,223	22,635	21,195	22,000
010606020460004 SPECIAL EXPENSE	75	1,000	600	800
010606020460009 TRAVEL & TRAINING	11	1,000	1,000	1,000
010606020460018 CLOTHING	80,081	70,000	100,000	65,000
010606020460019 EQUIPMENT MAINTENANCE	1,572	6,000	6,000	6,000
010606020460021 GAS	123,287	110,000	120,000	115,000
010606020460022 TIRES	8,323	9,000	6,620	8,000
010606020460024 MATERIALS AND SUPPLIES	3,247	5,000	7,000	5,000
010606020460027 RADIOS	10,005	20,000	12,000	20,000
010606020460028 TRAFFIC CONTROL	1,162	1,500	1,000	1,000
010606020460049 CANINE EXPENSES	3,483	1,700	1,950	1,500
010606020460050 VEHICLE MAINTENANCE	24,739	30,000	24,000	28,000
010606020460091 CRIME/FIRE PREVENTION	0	1,200	30	0
010606020470020 CAPITAL OUTLAY	112,039	114,000	104,994	100,500
010606020470040 SMALL CAPITAL OUTLAY	6,575	1,500	9,347	0
TOTAL DIVISION EXPENDITURES	2,763,126	3,045,932	3,048,068	3,232,872

Public Safety Department	Special Operations Division
60	25

Fiscal Summary		Resources & Funding	
Full Time Positions	34	Salaries Expense	1,221,430
Part Time Positions	1	Salary Related	300,890
Total Positions	35	Group Insurance	242,018
Vehicles	28	Utilities	0
		Property & Tort	41,000
		Operating	183,300
		Sub Total	1,988,638
		Capital	229,500
		Grand Total	2,218,138

Description of Division: Provide technical support and training to the Department personnel. Responsibilities include fire inspections and special units.

Goals:

1. Continue progress toward implementation of the Community Crime Reduction Initiative, to reduce crime and increase the safety and quality of life for residents.
2. Increase the department's fiscal accountability through establishment of a detailed inventory control program.
3. Improve safety and reduce possibility of accident or injury through increased interoperability and use of risk management & risk reduction programs.
4. Increase the number of Communications personnel per shift.

Objectives:

1.
 - a. Assist with the development of a Community Action Group consisting of residents, service organizations, resource providers and religious groups
 - b. Develop written criteria and board members for call-in selection process.
2.
 - a. Research and implement better inventory control for all items purchased, stored and issued to each member of the department.
 - b. Efficiently distribute, track and maintain equipment issued to individual employees.
3.
 - a. Use existing technology in conducting, communications, scene size-up and hazard control at emergency incidents.
 - b. Train on most modern and proven methods for mitigating a variety of emergencies that officers may encounter.
 - c. Provide proper protective equipment to ensure the highest level of safety for employees.
4.
 - a. Increase ability to handle multiple emergency situations that could put the public and officers at risk.
 - b. Better distribute call volume with two full time operators handling 911 calls in upwards of 40,000 and 109,000 NCIC messages in 2013.
 - c. Move current two part time positions to fulltime and add two additional full time positions to staffing for handling of work load.

Capital Outlay Approved	Amount
<p><u>Online Fire Training</u> NFPA membership benefit training to assist with meeting ISO and NFPA requirements of annual training for officers and fire engineers in a variety of areas.</p>	\$4,000.00
<p><u>Instant Recall Recorder for Dispatch</u> Replace obsolete stand-alone device used for immediate playback of phone and radio at the dispatch console. New unit would be computer integrated to match system.</p>	\$3,000.00
Total Approved	\$7,000.00

Small Capital Outlay Approved	Amount
<p><u>SCBA Composite Cylinders</u> (5 @ \$800. each) Needed to replace old and worn cylinders that are going to exceed hydrostatic test date in the upcoming year. This will gradually replace all SCBA cylinders that have a service life of 15 years per NFPA and OSHA standards. Complete replacement must be done by 2021.</p>	\$4,000.00
<p><u>Firefighter Bunker Gear</u> (10 sets @ \$2,500 each) Replace worn and fire damaged gear with serviceable personal protective equipment for continued firefighter safety. This also includes updating existing firefighting boots and gloves.</p>	\$25,000.00
<p><u>Body Armor</u> (12 sets @ \$750 each) Replace worn/damaged units (over 5 years old) due to wear and tear to help ensure officer's safety.</p>	\$9,000.00
Total Approved	\$38,000.00

DETAIL OF PUBLIC SAFETY - SPECIAL OPERATIONS DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606025410001 ADMINISTRATIVE PAYROLL	59,231	59,231	59,231	62,430
010606025410002 OPERATIONAL PAYROLL	748,771	1,006,411	842,000	1,099,000
010606025410003 OVERTIME	72,992	65,000	100,000	60,000
010606025420006 WORKERS' COMPENSATION	45,317	48,063	43,000	49,500
010606025420007 SOCIAL SECURITY	64,456	87,259	76,594	93,440
010606025420008 RETIREMENT	104,958	134,998	134,265	157,950
010606025430005 GROUP INSURANCE	194,787	223,437	220,000	242,018
010606025450011 PROPERTY & TORT INSURANCE	14,909	16,522	15,950	16,000
010606025450049 VEHICLE INSURANCE	24,131	25,000	25,261	25,000
010606025460004 SPECIAL EXPENSE	100	1,000	400	800
010606025460009 TRAVEL & TRAINING	16,721	23,000	22,000	23,000
010606025460019 EQUIPMENT MAINTENANCE	5,087	5,000	3,500	4,500
010606025460021 GAS	61,254	65,000	59,000	65,000
010606025460022 TIRES	5,965	8,500	2,000	8,000
010606025460024 MATERIALS AND SUPPLIES	17,865	15,000	9,000	14,000
010606025460029 FIRE APPARATUS MAINTENANC	47,337	38,000	44,000	35,000
010606025460033 AMMUNITION	6,381	9,000	8,000	9,000
010606025460050 VEHICLE MAINTENANCE	12,258	17,000	7,000	16,000
010606025460076 SPECIAL EVENTS	3,007	3,000	3,798	3,000
010606025460091 CRIME/FIRE PREVENTION	3,167	5,000	5,000	5,000
010606025470020 CAPITAL OUTLAY	104,185	108,500	105,705	7,000
010606025470037 FEMA YEARLY	0	0	0	184,500
010606025470038 HIGHWAY SAFETY GRANT (ST)	0	0	0	0
010606025470040 SMALL CAPITAL OUTLAY	40,476	43,500	19,158	38,000
010606025470049 VICTIM ADV GRANT	0	0	0	0
010606025470053 JAG - LE TRAINING ASSIST	0	0	0	0
010606025470054 CSI EQUIPMENT	20,468	15,000	0	0
TOTAL DIVISION EXPENDITURES	1,673,824	2,022,421	1,804,862	2,218,138

Public Safety	Investigations
60	30

Fiscal Summary		Resources & Funding	
Full Time Positions	15	Salaries Expense	692,900
Part Time Positions	0	Salary Related	177,009
Total Positions	15	Group Insurance	114,591
Vehicles	18	Utilities	0
		Properties & Tort	25,500
		Operating	60,700
		Sub Total	1,070,700
		Capital	42,000
		Grand Total	1,112,700

Description of Division:

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

Goals:

1. Increase investigative efficiency on case clearance rates.
2. Improve investigator's knowledge and professionalism.
3. Continue to be active in community outreach and crime prevention programs.
4. Increase communication within the division.

Objectives:

1. a. Begin conducting a 90 day case review on all cases assigned to each investigator.
b. Secure advanced technology hardware to assist investigators with evidence processing and collection.
2. a. Assist investigators receive specialized certifications in their individual area of expertise.
b. Conduct quarterly in-house investigations training to build cohesiveness and knowledge by utilizing the seasoned experience of other investigators.
3. a. Help grow the Drug Endangered Children program by assisting other agencies as a model for how to initiate the program. Continue to monitor DEC's in our area and track their progress.
b. Continue to improve the department's annual Gang Summit.
4. Implement calendar sharing and dropbox information sharing within the division to insure all members of the division are updated daily on active investigations, important meetings, training and any other information that needs to be disseminated quickly.

Capital Outlay Approved	Amount
Vehicle (State Contract) <i>(Lease Purchase)</i> Replace unmarked high mileage (excess of 100,000), high maintenance vehicles used in daily operations that are becoming costly to repair. (Includes undercover lights, sirens, etc.)	\$28,500.00
Multi-function Networked Copier <i>(Lease Purchase)</i> Replace current Panasonic unit that is requiring constant maintenance and nearing end of life for replacement parts.	\$8,000.00
Offender Tracking Database Replace old version of software that is no longer technologically dependable. New database will compile records and track criminal activity in gangs and narcotics. It is designed to have suspects entered into it and then track their movements and associates as those individuals are also entered. It will also assist the SRO with tracking troubled youth's involvement in crime at school.	\$5,500.00
Total Approved	\$42,000.00

DETAIL OF PUBLIC SAFETY - INVESTIGATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606030410001 ADMINISTRATIVE PAYROLL	0	55,000	16,923	58,200
010606030410002 OPERATIONAL PAYROLL	535,971	579,616	566,600	621,700
010606030410003 OVERTIME	14,661	15,000	19,400	13,000
010606030420006 WORKERS' COMPENSATION	23,027	28,700	20,725	28,000
010606030420007 SOCIAL SECURITY	38,984	52,480	45,459	52,991
010606030420008 RETIREMENT	70,007	79,200	81,121	96,018
010606030430005 GROUP INSURANCE	93,559	109,367	95,370	114,591
010606030450011 PROPERTY & TORT INSURANCE	13,481	15,714	13,482	13,500
010606030450049 VEHICLE INSURANCE	11,407	12,000	12,108	12,000
010606030460004 SPECIAL EXPENSE	1,081	1,000	690	800
010606030460009 TRAVEL & TRAINING	66	1,000	800	1,000
010606030460018 CLOTHING	6,000	6,600	5,100	6,600
010606030460019 EQUIPMENT MAINTENANCE	0	500	400	300
010606030460021 GAS	44,945	36,000	40,652	36,000
010606030460022 TIRES	3,542	3,600	2,375	3,000
010606030460024 MATERIALS AND SUPPLIES	3,077	5,000	5,000	4,000
010606030460050 VEHICLE MAINTENANCE	8,703	9,000	6,973	8,000
010606030460058 EXTRADITION	250	1,000	1,000	1,000
010606030460189 FORENSIC SUPPLIES	0	0	0	0
010606030470020 CAPITAL OUTLAY	58,337	55,000	54,162	42,000
010606030470036 CLAFLIN FORENSIC LAB GRT	25,827	0	0	0
010606030470040 SMALL CAPITAL OUTLAY	13,014	1,500	4,337	0
TOTAL DIVISION EXPENDITURES	965,938	1,067,277	992,677	1,112,700

Public Safety	Hwy Safety DUI Spec. Enforcement
60	84

Fiscal Summary		Resources & Funding	
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Full Time Positions	1	Salaries Expense	36,260
Part Time Positions	0	Salary Related	9,956
Total Positions	1	Group Insurance	6,579
Vehicles	1	Utilities	0
		Properties & Tort	1,131
		Operating	8,585
		Sub Total	62,511
		Capital	0
		Grand Total	62,511

Description of Division:
This Division defines expenditures related to 100% grant funding by the South Carolina Department of Public Safety, Project Title: *DUI Special Enforcement Team*. This grant is in the 6th year of funding, beginning 10/01/09. This project continues to provide salary and benefits for one full-time officer, advanced DUI enforcement, to allow for greater identification and enforcement of DUI cases in the City of Orangeburg.

Goals:
 1. The goals of this division would be inclusive with that of the Patrol Division.

DETAIL OF PUBLIC SAFETY - HIGHWAY SAFETY / DUI DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606084410002 OPERATIONAL PAYROLL	18,781	30,756	37,700	34,260
010606084410003 OVERTIME	3,675	1,500	6,000	2,000
010606084420006 WORKERS' COMPENSATION	1,550	1,412	1,560	1,645
010606084420007 SOCIAL SECURITY	1,718	2,467	3,219	3,019
010606084420008 RETIREMENT	2,820	3,949	5,607	5,292
010606084430005 GROUP INSURANCE	2,596	5,902	6,458	6,579
010606084440010 UTILITIES EXPENSE	0	0	0	0
010606084450011 PROPERTY & TORT INSURANCE	2,232	1,131	1,131	1,131
010606084460009 TRAVEL & TRAINING	0	0	0	0
010606084460014 OFFICE SUPPLIES	0	0	0	0
010606084460021 GAS	2,087	5,085	5,085	5,085
010606084460024 MATERIALS AND SUPPLIES	498	2,000	2,000	3,500
010606084460050 VEHICLE MAINTENANCE	251	5,085	5,085	0
010606084470020 CAPITAL OUTLAY	36,187	0	0	0
010606084470040 SMALL CAPITAL OUTLAY	2,919	1,500	1,500	0
TOTAL DIVISION EXPENDITURES	75,313	60,787	75,345	62,511

Public Safety	Office of HWY Safety LEN
60	85

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	0
Part Time Positions		Salary Related	0
Total Positions		Group Insurance	0
Vehicles	0	Utilities	0
		Properties & Tort	0
		Operating	28,000
		Sub Total	28,000
		Capital	0
		Grand Total	28,000

Description of Division:
This Division defines expenditures related to 100% grant funding by the South Carolina Office of Highway Safety, Project Title: *Law Enforcement Network*. This grant is in the 4th year of funding, beginning 10/01/11. As Host Agency, this project provides for meetings, training expenses and traffic enforcement equipment for awards within the 1st Judicial Circuit Law Enforcement Network.

Goals:
 1. The goals of this division would be inclusive with that of the Patrol Division.

DETAIL OF PUBLIC SAFETY - HIGHWAY SAFETY / LEN DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606085460009 TRAVEL & TRAINING	874	0	124	0
010606085460024 MATERIALS AND SUPPLIES	2,555	7,000	6,876	7,000
010606085460201 LEN SUPPORT AGENCY EXPENS	19,798	21,000	21,000	21,000
TOTAL DIVISION EXPENDITURES	23,227	28,000	28,000	28,000

Public Safety Department	Forensic Services Unit
60	89

Fiscal Summary		Resources & Funding	
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Full Time Positions	4	Salaries Expense	174,169
Part Time Positions	0	Salary Related	43,186
Total Positions	4	Group Insurance	35,706
Vehicles	0	Utilities	0
		Property & Tort	2,715
		Operating	51,000
		Sub Total	306,776
		Capital	0
		Grand Total	306,776

Description of Division: This unit provides salary and benefits for two investigators and one evidence custodian for working crime scenes and securing evidence for court. Also includes a chemist working in a regional drug laboratory for the testing and confirming of evidence.

Goals:
1. The goals of this division would be inclusive with that of the Investigative Division.

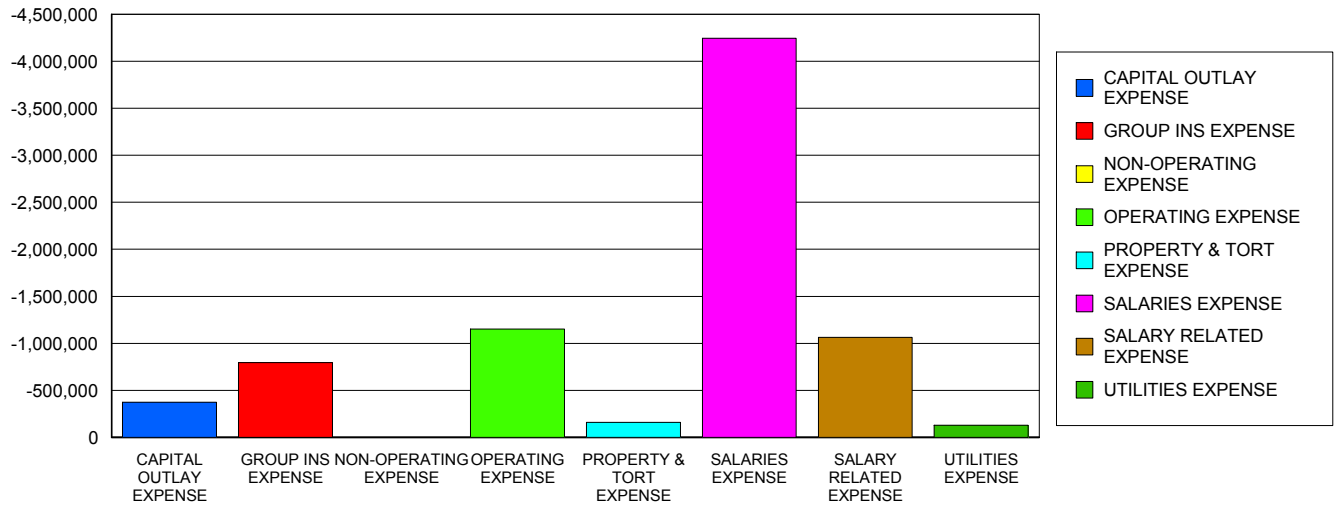
DETAIL OF PUBLIC SAFETY - FORENSIC DRUG LAB DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010606089410002 OPERATIONAL PAYROLL	154,236	162,917	172,600	169,169
010606089410003 OVERTIME	3,325	5,000	8,000	5,000
010606089420006 WORKERS' COMPENSATION	2,880	6,154	5,071	7,257
010606089420007 SOCIAL SECURITY	11,231	12,845	13,816	13,324
010606089420008 RETIREMENT	18,056	18,812	20,211	22,605
010606089430005 GROUP INSURANCE	32,119	33,090	34,700	35,706
010606089440010 UTILITIES EXPENSE	0	0	0	0
010606089450011 PROPERTY & TORT INSURANCE	2,555	2,715	2,715	2,715
010606089460009 TRAVEL & TRAINING	0	3,000	3,915	3,000
010606089460019 EQUIPMENT MAINTENANCE	22,520	34,200	24,930	30,000
010606089460024 MATERIALS AND SUPPLIES	15,351	20,000	15,663	18,000
010606089470040 SMALL CAPITAL OUTLAY	2,213	0	0	0
TOTAL DIVISION EXPENDITURES	264,486	298,733	301,621	306,776

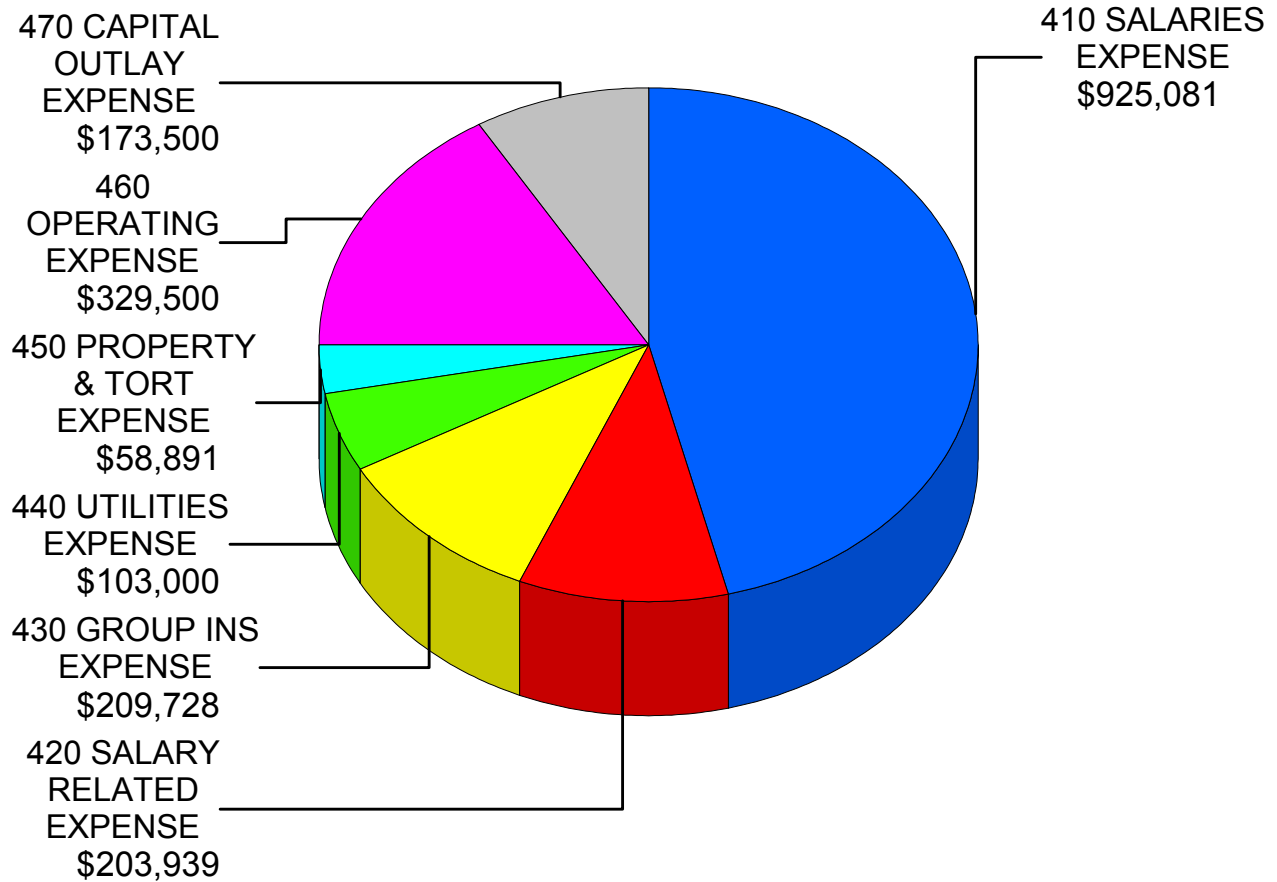
SUMMARY OF PUBLIC SAFETY DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	3,446,379	3,947,312	3,782,812	4,244,296
420 SALARY RELATED EXPENSE	824,923	961,637	926,290	1,062,456
430 GROUP INS EXPENSE	619,467	727,964	711,706	793,690
440 UTILITIES EXPENSE	120,084	132,000	130,385	130,000
450 PROPERTY & TORT EXPENSE	154,775	160,736	159,165	160,546
460 OPERATING EXPENSE	1,802,818	1,178,370	1,171,841	1,153,085
470 CAPITAL OUTLAY EXPENSE	446,142	361,500	317,203	372,000
480 NON-OPERATING EXPENSE	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	7,414,587	7,469,519	7,199,402	7,916,073

Budget FY 14-15



Parks & Recreation Department



410 SALARIES EXPENSE	46.2%
420 SALARY RELATED EXPENSE	10.2%
430 GROUP INS EXPENSE	10.5%
440 UTILITIES EXPENSE	5.1%
450 PROPERTY & TORT EXPENSE	2.9%
460 OPERATING EXPENSE	16.4%
470 CAPITAL OUTLAY EXPENSE	8.7%
480 NON-OPERATING EXPENSE	0.0%
Total:	100.0%

Parks and Recreation Department	Administration Division
70	01

Fiscal Summary		Resources & Funding	
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Full Time Positions	3	Salaries Expense	159,471
Part Time Positions	0	Salary Related	34,094
Total Positions	3	Group Insurance	22,422
Vehicles	2	Utilities	12,000
		Properties & Tort	4,644
		Operating	10,950
		Sub Total	243,581
		Capital	23,500
		Grand Total	267,081

Description of Department: This Division is responsible for the total operation of the Department to enhance the quality of life of our Community. Duties include supervising and training all employees, generating of grant revenue, public relations, preparing and monitoring the budget, being a liaison for associated entities and completion of office duties to include the maintenance of employee records.

Goals:
To administer the total operation of the Parks and Recreation Department to enhance the quality of life in our community.

- Objectives:**
1. To train and advise staff.
 2. To evaluate programs, facilities, equipment and staff.
 3. To generate non-governmental revenue for programs.
 4. To monitor the adherence to the City and Department Safety program.
 5. To coordinate the Orangeburg Festival of Roses.
 6. To further develop the Horne Wetlands Park with educational programs, planting and signage.
 7. To pursue and administer governmental grants for recreational programs and facilities.
 8. To maintain all employee records to include annual leave, payroll and safety training.
 9. To expand the Children's Garden Christmas displays.
 10. To develop a master plan, detailed drawings and specifications for an outdoor recreation complex.
 11. To construct a multi-purpose indoor facility.
 12. To pursue improvements around Arts Center to include amphitheater and parking lot.
 13. To retain and nurture partnerships with the Arts Council, Keep America Beautiful, Downtown Revitalization, other non-profit organizations and governmental entities.

14. To assist the City in securing additional income through the Accommodations Tax Fund by directly generating tourism; assist the Accommodations Tax Advisory Committee in implementing the Accommodations Tax Funding Program.
15. To administer Sunnyside and Orangeburg Cemeteries.
16. To work closely with the South Carolina National Heritage Corridor program to ensure the City's involvement in the Heritage Area Program.
17. To work with the Orangeburg Cemetery Committee on the continued development of that cemetery.
18. To secure property on Seaboard Street and Shuler Street.
19. To coordinate with the Boys and Girls Club of Orangeburg on the use of the Zimmerman Community Center as a Club site.
20. To continue Staff certification with the National Playground Safety Institute.
21. To continue Staff certification as a pool operator.
22. To assist in the expansion of the Veterans Memorial.
23. To continue to work with the YMCA in facility usage and joint programming.

Capital Outlay Approved	Amount
<u>Vehicle</u> To replace older vehicle for P&R Director.	\$22,000.00
Total Approved	\$22,000.00

Small Capital Outlay Approved	Amount
<u>Computer</u> Superintendent of Recreation & Marketing needs a new computer	\$1,500.00
Total Approved	\$1,500.00

DETAIL OF PARKS & RECREATION - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010707001410001 ADMINISTRATIVE PAYROLL	159,849	161,651	126,334	159,471
010707001420006 WORKERS' COMPENSATION	3,910	4,995	4,001	4,513
010707001420007 SOCIAL SECURITY	11,198	12,366	9,543	12,199
010707001420008 RETIREMENT	16,944	17,135	13,809	17,382
010707001430005 GROUP INSURANCE	17,656	17,540	17,400	22,422
010707001440010 UTILITIES EXPENSE	16,046	11,500	13,800	12,000
010707001450011 PROPERTY & TORT INSURANCE	3,671	4,000	3,474	3,474
010707001450049 VEHICLE INSURANCE	1,188	1,400	1,170	1,170
010707001460004 SPECIAL EXPENSE	310	400	880	400
010707001460009 TRAVEL & TRAINING	610	1,000	2,819	1,000
010707001460012 DUES, FEES & SUBSCRIPTION	1,039	1,500	1,200	1,500
010707001460013 POSTAGE, PRINTING, ADV	815	1,500	1,512	1,500
010707001460014 OFFICE SUPPLIES	197	500	5	500
010707001460015 OFFICE MAINTENANCE	236	600	157	500
010707001460018 CLOTHING	251	300	0	150
010707001460021 GAS	2,866	3,500	1,500	3,000
010707001460022 TIRES	259	600	500	500
010707001460024 MATERIALS AND SUPPLIES	836	700	1,363	800
010707001460025 COMPUTER SUPPLIES & UPGRA	139	200	955	600
010707001460041 CONTRACTUAL SERVICES	0	0	0	0
010707001460050 VEHICLE MAINTENANCE	414	500	451	500
010707001470020 CAPITAL OUTLAY	0	0	0	22,000
010707001470040 SMALL CAPITAL OUTLAY	373	0	0	1,500
010707001470057 PARD	0	0	0	0
TOTAL DIVISION EXPENDITURES	238,808	241,887	200,873	267,081

Parks and Recreation Department	Recreation
70	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	4	Salaries Expense	157,355
Part Time Positions	4	Salary Related	34,569
Total Positions	8	Group Insurance	31,146
Vehicles	2	Utilities	30,000
		Properties & Tort	6,031
		Operating	149,050
		Sub Total	408,151
		Capital	0
		Grand Total	408,151

Description of Department: This Division is responsible for providing the citizens of Orangeburg with good, wholesome leisure time programs for the enjoyment of all segments of the population and develops future programs and activities as well as accomplishing marketing services for the Department. Duties include organization and operation of youth and adult athletic leagues, conducting leisure time recreation classes, program publicity and conducting tournaments and special events in addition to utilizing various marketing tools to promote the Department and City.

Goals:
To provide the citizens of Orangeburg and the surrounding area with good wholesome leisure and athletic programs for the enjoyment of all segments of the population and to plan and develop future program and activities. To promote the City of Orangeburg through a professional marketing program.

- Objectives:**
1. To operate a 300 participate youth soccer program in the fall.
 2. To operate a 40 participant soccer clinic in the spring.
 3. To operate a 560 participant youth baseball/softball program.
 4. To operate a 325 participant youth football program.
 5. To operate a 30 participant youth cheerleading program in the fall.
 6. To operate a 450 participant youth basketball program in the winter and the summer.
 7. To operate a 300 participant adult softball program.
 8. To operate a 200 participant adult basketball program.
 9. To continue the e-newsletter to be mailed to select target populations.
 10. To operate various leisure programs including step and rhythmic aerobics, senior exercise, photography, crafts, clogging, tennis, tumbling, senior bingo, to develop new leisure programs in teenage, senior, and preschool emphasis areas.
 11. To conduct various special event programs to include the Orangeburg Festival of Roses, a Halloween event, four clogging recitals, a Senior's Day, Breakfast with Santa,

a soccer camp, a baseball camp, a Punt, Pass and Kick contest, a youth basketball shooting contest, tennis classes, football camp, the Orangeburg Senior Games, Jamborees for all sports programs, and various other sports tournaments.
12. To coordinate the Orangeburg Queen of Roses Scholarship Pageant and the Orangeburg Princess of Roses Pageant through the Orangeburg Festival of Roses account.
13. To conduct a summer playground program.
14. To partner with other agencies in coordinating summer camps for area residents.
15. To coordinate special interest classes for adults.
16. To partner with the Orangeburg Disc Golf Club in the promotion of tournaments and clinics.
17. To further develop non-governmental revenue resources.
18. To conduct background checks on all volunteers and contracted instructors.
19. To train coaches through the National Youth Sports Coaches Association Certification program.
20. To coordinate the Orangeburg Heritage Area Committee.
21. To develop all billboards, brochures and other promotional materials.
22. To coordinate the City's completion of a strategic plan for tourism.
23. To attend travel shows to promote the City and conferences related to marketing and tourism.
24. To coordinate the operation of the Spray Park.
25. To offer 5 new non-athletic programs.
26. To develop an expanded senior program.
27. To operate a youth disc golf tournament as part of the 2014 Orangeburg Festival of Roses.
28. To continue the Roses Rock program in coordination with the Kids and Roses Committee for area schools and other children's organizations.
29. To coordinate bi-weekly email blasts to participants and former participants containing our current program offerings.
30. To start a youth disc golf league for children ages 7-15.
31. To revise and reprint the Orangeburg Cemetery brochure.

DETAIL OF PARKS & RECREATION - RECREATION DIVISION EXPENDITURES

Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
010707010410001 ADMINISTRATIVE PAYROLL	128,613	132,120	128,572	133,405
010707010410002 OPERATIONAL PAYROLL	26,673	34,000	29,300	23,950
010707010420006 WORKERS' COMPENSATION	4,960	6,270	5,592	5,488
010707010420007 SOCIAL SECURITY	11,465	12,690	11,660	12,037
010707010420008 RETIREMENT	15,662	17,500	15,818	17,044
010707010430005 GROUP INSURANCE	27,789	28,520	30,471	31,146
010707010440010 UTILITIES EXPENSE	31,558	28,521	32,027	30,000
010707010450011 PROPERTY & TORT INSURANCE	4,484	4,484	4,595	4,595
010707010450049 VEHICLE INSURANCE	1,255	1,255	1,436	1,436
010707010460004 SPECIAL EXPENSE	3,395	2,800	2,922	3,000
010707010460009 TRAVEL & TRAINING	25	1,000	881	1,000
010707010460012 DUES, FEES & SUBSCRIPTION	1,882	2,100	1,850	2,000
010707010460013 POSTAGE, PRINTING, ADV	4,559	6,000	2,626	4,000
010707010460015 OFFICE MAINTENANCE	2,155	1,450	2,748	2,500
010707010460017 COMPUTER OPERATIONS	2,453	3,000	6,200	5,000
010707010460018 CLOTHING	586	1,000	705	850
010707010460019 EQUIPMENT MAINTENANCE	225	300	0	250
010707010460021 GAS	1,540	1,200	1,348	1,500
010707010460022 TIRES	0	600	0	500
010707010460024 MATERIALS AND SUPPLIES	11,070	9,500	8,107	9,000
010707010460025 COMPUTER SUPPLIES & UPGRA	186	500	150	500
010707010460031 MISCELLANEOUS EQUIPMENT	617	1,000	300	750
010707010460050 VEHICLE MAINTENANCE	180	500	150	500
010707010460062 ADULT SOFTBALL	1,699	2,000	1,000	1,500
010707010460063 YOUTH SOFTBALL	3,675	3,000	3,000	3,500
010707010460064 BASEBALL	19,634	15,000	15,600	15,000
010707010460066 YOUTH BASKETBALL	17,862	14,000	21,000	21,000
010707010460067 FOOTBALL	21,181	16,500	16,000	21,000
010707010460069 YOUTH SOCCER	9,183	10,000	10,000	10,000
010707010460072 TENNIS	0	1,200	0	1,200
010707010460073 INSTRUCTIONAL CLASSES	22,864	22,000	26,000	26,000
010707010460076 SPECIAL EVENTS	1,196	1,500	400	1,500
010707010460077 INSURANCE	428	500	200	500
010707010460078 CHEERLEADING	0	500	250	500
010707010460099 SCHOLARSHIP DISBURSEMENTS	0	0	0	0
010707010460118 SPRAY PARK EXPENSE	14,552	17,000	14,805	14,000
010707010460119 DISC GOLF EXPENSES	184	1,500	800	1,500
010707010460124 ADULT KICKBALL	0	0	250	500
010707010470020 CAPITAL OUTLAY	19,870	0	0	0
010707010470040 SMALL CAPITAL OUTLAY	2,459	0	0	0
TOTAL DIVISION EXPENDITURES	416,118	401,010	396,763	408,151

Parks and Recreation Department	Gardens Division
70	20

Fiscal Summary		Resources & Funding	
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Full Time Positions	11	Salaries Expense	287,663
Part Time Positions	0	Salary Related	65,355
Total Positions	11	Group Insurance	79,702
Vehicles	8	Utilities	46,000
		Properties & Tort	26,878
		Operating	81,850
		Sub Total	587,448
		Capital	40,000
		Grand Total	627,448

Description of Department: The Gardens Division is responsible for maintaining and developing all City landscaped areas for the enjoyment of the Citizens of Orangeburg and visitors. Duties include greenhouse operation, litter control, spraying, watering and pruning of flowering plants, annual bed maintenance to include planting and maintenance.

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

- Objectives:**
1. To maintain the Edisto Memorial Gardens.
 2. To maintain plants in 40 City landscaped areas.
 3. To design, install and maintain irrigation systems in park facilities and upgrade Gardens irrigation.
 4. To operate and expand greenhouse and nursery facilities.
 5. To maintain turf grass in parks.
 6. To maintain a Test Garden and Public Display Garden work with ARS to re-organize a rose testing program.
 7. To develop additional rose beds in the Rose Display Garden.
 8. To assist with the continued development of the Edisto Memorial Gardens.
 9. To assist with the implementation and development of landscaped areas along and in the right-of-ways, islands and intersections.
 10. To maintain landscape in all parking lots, streetscapes and the Plaza.
 11. To correct drainage problems in key areas of the Gardens.
 12. To develop, plant and maintain new planting areas (annual and perennials) throughout the City in high visibility areas.
 13. To develop a brochure for the Horne Wetlands Park and include information identifying flora and fauna in the Edisto Gardens.

14. To assist in the development of barrier free access in the Gardens.
15. To establish plant identification for various plants in the Gardens.
16. To continue maintenance of street trees and plant replacement trees.
17. To inspect and repair all passive area grounds and equipment of safety.
18. To encourage and assist neighborhoods, civic organizations and clubs to adopt, plant and maintain landscape projects throughout the City.
19. To continue replacing older rose plants in the Edisto Memorial Gardens.
20. To renovate the butterfly garden and institute a butterfly-tagging program.
21. To develop the Seaboard entrance to the Gardens.
22. To continue implementation of the azalea enhancement plan for the Gardens.
23. Continue to maintain the Noisette Garden and serve as a backup for this collection of roses. Also, add new varieties as they become available from other countries.
24. To add signage to both butterfly gardens identifying plant material.
25. To maintain a test garden for the American Rose Society's Award of Excellence.
26. To develop an interpretive counter for Horne Wetland Park.
27. To maintain Serenity Garden and Sensory Garden.
28. To maintain Angel of Hope Garden.
29. To insure that appropriate Staff possess a S.C. Non-Commercial Pesticides Applicator License.
30. Established and maintain youth rose garden with ARS & Kidz N Roses.
31. Work with recreation division to increase garden related programs.
32. To maintain designated passive parks.

Capital Outlay Approved	Amount
30' x 75' Pole Building Storage of Christmas lights/supplies	\$40,000.00
Total Approved	\$40,000.00

DETAIL OF PARKS & RECREATION - GARDENS DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010707020410001 ADMINISTRATIVE PAYROLL	75,613	77,756	76,693	80,088
010707020410002 OPERATIONAL PAYROLL	183,234	193,681	190,181	200,075
010707020410003 OVERTIME	4,431	8,000	6,440	7,500
010707020420006 WORKERS' COMPENSATION	11,317	13,129	11,897	13,385
010707020420007 SOCIAL SECURITY	19,190	20,765	19,837	21,432
010707020420008 RETIREMENT	27,907	28,772	29,032	30,538
010707020430005 GROUP INSURANCE	69,707	72,369	78,542	79,702
010707020440010 UTILITIES EXPENSE	44,364	46,500	53,517	46,000
010707020450011 PROPERTY & TORT INSURANCE	20,528	20,528	21,714	21,714
010707020450049 VEHICLE INSURANCE	4,413	4,413	5,194	5,164
010707020460004 SPECIAL EXPENSE	70	200	100	200
010707020460009 TRAVEL & TRAINING	425	500	453	500
010707020460012 DUES, FEES & SUBSCRIPTION	240	400	200	400
010707020460018 CLOTHING	1,229	2,200	3,919	2,750
010707020460019 EQUIPMENT MAINTENANCE	7,841	7,000	8,550	7,000
010707020460021 GAS	16,596	15,000	17,697	15,000
010707020460022 TIRES	2,515	2,500	2,300	2,000
010707020460023 FACILITY MAINTENANCE	4,059	7,000	4,750	7,000
010707020460024 MATERIALS AND SUPPLIES	38,715	39,000	39,653	39,000
010707020460025 COMPUTER SUPPLIES & UPGRA	480	500	550	500
010707020460031 MISCELLANEOUS EQUIPMENT	160	1,500	1,224	1,500
010707020460050 VEHICLE MAINTENANCE	2,378	3,000	2,007	3,000
010707020460126 FOUNTAIN MAINTENANCE	1,789	3,000	551	3,000
010707020470020 CAPITAL OUTLAY	30,124	38,200	41,700	40,000
010707020470040 SMALL CAPITAL OUTLAY	8,787	0	0	0
TOTAL DIVISION EXPENDITURES	576,112	605,913	616,701	627,448

Parks and Recreation	Parks and Cemetery Division
70	40

Fiscal Summary		Resources & Funding	
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Full Time Positions	12	Salaries Expense	320,592
Part Time Positions	0	Salary Related	69,921
Total Positions	12	Group Insurance	76,458
Vehicles	9	Utilities	15,000
		Properties & Tort	21,338
		Operating	87,650
		Sub Total	590,959
		Capital	110,000
		Grand Total	700,959

Description of Department: This Division is responsible for developing and maintaining all City ballfields, playgrounds, recreation buildings, and cemeteries, the Edisto Memorial Gardens, the Horne Wetlands Park, the Spray Park and various passive parks. Duties include litter control, raking, preparing ballfields, cleaning buildings, mowing, repairing playground equipment, opening and closing graves and maintaining hard surface playing courts.

Goals:
To develop and maintain all City ball fields, playgrounds, recreational buildings, the Sunnyside Cemetery, the Orangeburg Cemetery, the Edisto Memorial Gardens, the Horne Wetlands Park, the Spray Park, the Disc Golf Course and various passive parks.

- Objectives:**
1. To prepare all fourteen (14) athletic fields for play.
 2. To inspect and repair all recreational equipment and facilities for safety.
 3. To maintain all Department indoor facilities.
 4. To complete the opening and closing of graves and the pouring of foundations for markers in the Sunnyside Cemetery and the Orangeburg Cemetery.
 5. To maintain all scoreboards and lighting systems.
 6. To maintain all fifteen (15) playgrounds with litter control, fine cutting trimming, chemical application, fertilization and barrier repair.
 7. To maintain turf grass on athletic fields and upgrade all athletic field irrigation systems.
 8. To maintain the disc golf course and improve drainage system.
 9. To maintain an additional nine holes on disc golf course next to river.
 10. To maintain all sixteen (16) hard surface courts by sweeping, trimming, net replacement and equipment repairs.
 11. To maintain the spray park and replace old fixtures.
 12. To maintain landscape around ball fields, playgrounds, buildings and cemeteries.
 13. To assist in all phases of maintenance in the Edisto Memorial Gardens and the Horne Wetlands Park.

14. To develop barrier free access to ball fields, playgrounds and buildings.
15. To mow all park facilities.
16. To upgrade turf on soccer/football fields.
17. To continue to upgrade playground facilities to meet ADA standards and required safety features.
18. To develop and maintain a documented playground equipment inspection program.
19. To develop spray program for cemeteries to avoid equipment around stones.
20. To maintain a twelve (12) station fitness/walking trail at Summers Memorial Park.
21. Renovate Mirmow infield.
22. To renovate Mirmow Field's restroom roof, concession stand and bleachers.
23. Develop written documentation for mowing crew, ball field crew, custodial crew and playground crew pertaining to maintenance performance.

Capital Outlay Approved	Amount
Backhoe <i>(LEASE PURCHASE)</i> Moving 2001 Model to 70/20	\$110,000.00
Total Approved	\$110,000.00

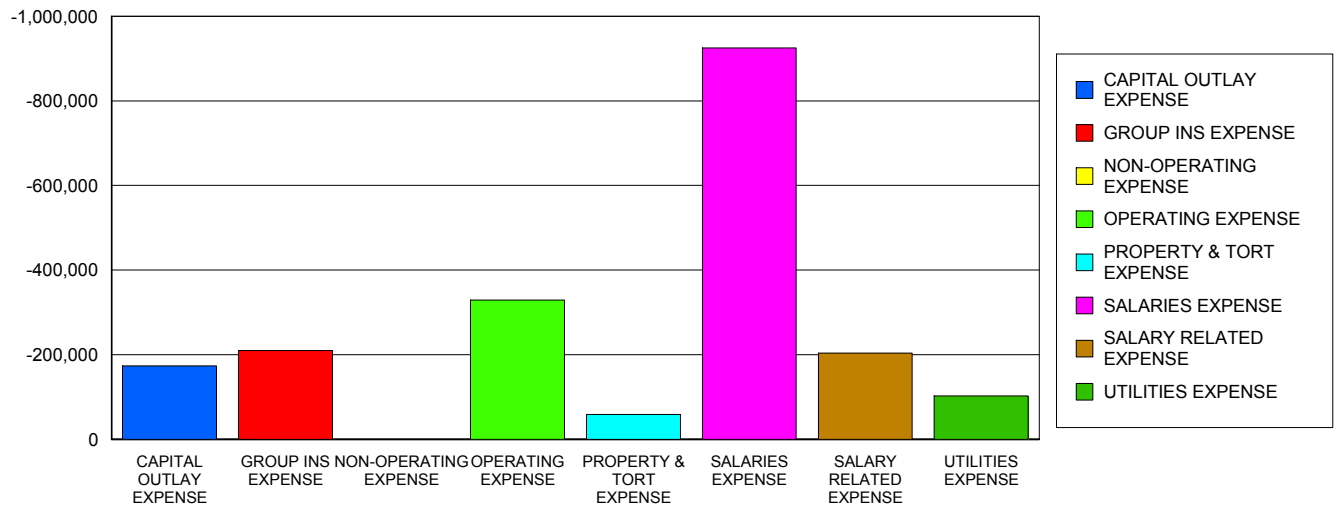
DETAIL OF PARKS & RECREATION - PARKS & CEMETERY DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010707040410001 ADMINISTRATIVE PAYROLL	75,258	116,808	67,516	78,592
010707040410002 OPERATIONAL PAYROLL	221,384	236,681	242,748	232,000
010707040410003 OVERTIME	11,001	9,000	15,500	10,000
010707040420006 WORKERS' COMPENSATION	12,009	14,809	12,102	11,496
010707040420007 SOCIAL SECURITY	21,871	27,041	23,464	24,525
010707040420008 RETIREMENT	32,663	32,180	32,540	33,900
010707040430005 GROUP INSURANCE	67,589	71,043	74,394	76,458
010707040440010 UTILITIES EXPENSE	13,786	15,000	13,559	15,000
010707040450011 PROPERTY & TORT INSURANCE	14,490	14,490	15,692	15,692
010707040450049 VEHICLE INSURANCE	5,616	5,616	5,646	5,646
010707040460004 SPECIAL EXPENSE	159	150	200	200
010707040460009 TRAVEL & TRAINING	0	100	100	0
010707040460018 CLOTHING	944	2,200	3,935	2,950
010707040460019 EQUIPMENT MAINTENANCE	5,497	8,000	7,400	8,000
010707040460021 GAS	21,406	20,000	20,773	20,000
010707040460022 TIRES	917	2,500	1,958	2,500
010707040460023 FACILITY MAINTENANCE	15,909	15,000	15,222	16,000
010707040460024 MATERIALS AND SUPPLIES	40,633	32,000	35,727	33,000
010707040460031 MISCELLANEOUS EQUIPMENT	321	1,500	2,474	1,500
010707040460050 VEHICLE MAINTENANCE	3,059	3,500	1,420	3,500
010707040470020 CAPITAL OUTLAY	29,390	47,000	50,000	110,000
010707040470040 SMALL CAPITAL OUTLAY	6,963	0	100	0
TOTAL DIVISION EXPENDITURES	600,867	674,618	642,270	700,959

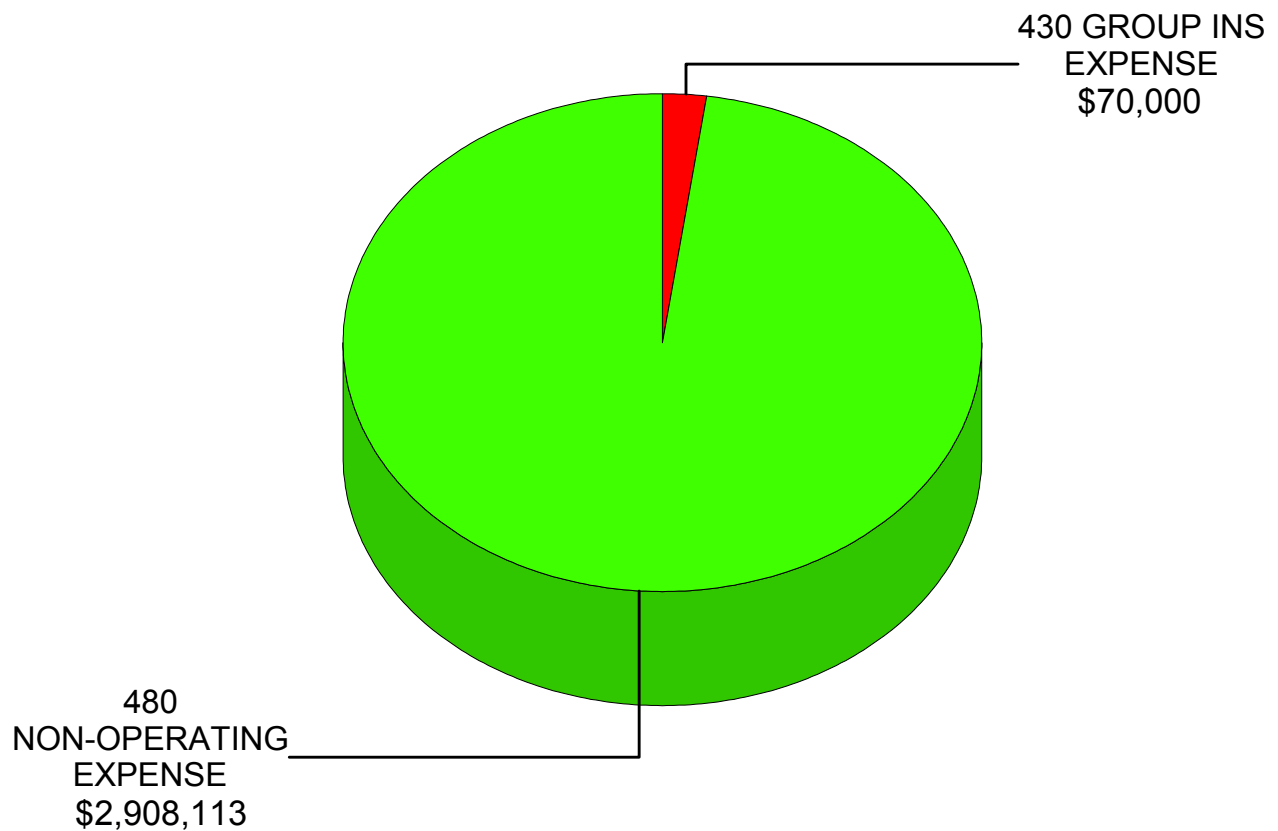
SUMMARY OF PARKS & RECREATION DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	886,056	969,697	883,284	925,081
420 SALARY RELATED EXPENSE	189,096	207,652	189,295	203,939
430 GROUP INS EXPENSE	182,740	189,472	200,807	209,728
440 UTILITIES EXPENSE	105,754	101,521	112,903	103,000
450 PROPERTY & TORT EXPENSE	55,645	56,186	58,921	58,891
460 OPERATING EXPENSE	737,290	313,700	319,797	329,500
470 CAPITAL OUTLAY EXPENSE	97,965	85,200	91,600	173,500
480 NON-OPERATING EXPENSE	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	2,254,546	1,923,428	1,856,607	2,003,639

Budget FY 14-15



Non-Operating Department



410 SALARIES EXPENSE	0.0%
430 GROUP INS EXPENSE	2.4%
470 CAPITAL OUTLAY EXPENSE	0.0%
480 NON-OPERATING EXPENSE	97.6%
Total:	100.0%

Non-Operating Department	Administration Division
80	00

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	0
Part Time Positions	0	Salary Related	0
Total Positions	0	Group Insurance	70,000
Vehicles	0	Utilities	0
		Property & Tort	0
		Operating Expense	0
		Non-Operating Expense	2,595,513
		Sub Total	2,665,513
		Capital	0
		Total Expenditures	2,665,513

Description of Department: This Division has no employees. The expenditures are not related to any specific Department. This Division reflects all retirees who have insurance paid by the City and miscellaneous insurance expenses.

Non-Operating Department	Utilities Division
80	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	0
Part Time Positions	0	Salary Related	0
Total Positions	0	Group Insurance	0
Vehicles	0	Utilities	0
		Property & Tort	0
		Operating	0
		Non-Operating Expense	312,600
		Sub Total	312,600
		Capital Outlay	0
		Grand Total	312,600

Description of Department: This Division has no employees. These are the utilities paid to the Department of Public Utilities. The Department of Public Utilities is also owned by the City; however, all of their accounting and finances are kept separate.

DEBT SERVICE

Description

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

**FY 2014-2015
Budget**

Lease Purchases:	<u>Annual Payments</u>
Municipal Equipment consisting of trucks, vehicles, mowers and golf carts totaling \$551,275.00 financed for three years financed by First Citizens at an interest rate of 1.08% ending in August, 2015	187,727.18
Municipal Equipment consisting of trucks, vehicles, and mowers financed for 3 years in the amount of \$646,300 financed by for 3 years by BB&T at a rate of .93%.	Approx 219,440
Municipal Equipment consisting of vehicles, a Trackhoe, Backhoe and Mower for FY 14-15 in the amount of \$643,400 financed by a financial institution.	Approx 218,000
Total Payments	\$625,167

**Total Annual Debt Service is comprised of line item,
010-80-8000-480-082**

COMPUTATION OF LEGAL DEBT MARGIN

TOTAL ASSESSED VALUE	<u>\$ 36,251,886</u>
2014 ASSESSED VALUE (most current available) 6/30/2014	
REAL & OTHER 32,753,415	
VEHICLES 3,498,471	
TOTAL 36,251,886	
 DEBT LIMIT - 8% OF TOTAL ASSESSED VALUE	 <u>\$2,900,150</u>
 TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT	 \$625,167
LEGAL DEBT MARGIN	\$2,274,983

*Note: The total assessed value does not include Merchant's Inventory.

DETAIL OF NON-OPERATING - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010808000410052 MERIT INCREASES	0	0	0	0
010808000430006 OPER/INS OVERAGES	25,068	125,159	18,500	70,000
010808000430007 BC/BS SELF INSURED EXPENS	0	0	0	0
010808000480012 CHAMBER DUES	1,545	1,545	1,545	1,545
010808000480023 EMPLOYEE CHRISTMAS	15,593	16,000	17,859	18,000
010808000480028 ANNEXATION COVENANTS	14,150	15,000	26,981	25,000
010808000480033 BLD CODE ENFORCEMENT	0	10,000	10,000	300,000
010808000480069 MASC BUSINESS LICENSES	51,404	50,000	53,332	50,000
010808000480071 COMM SANITATION FEES	246,505	226,500	237,897	238,000
010808000480075 UNEMPLOYMENT INSURANCE	2,867	5,000	1,500	2,800
010808000480079 SPECIAL PROJECTS	33,468	35,000	89,503	50,000
010808000480081 DOWNTOWN REVITALIZATION	25,000	25,000	25,000	25,000
010808000480082 DEBT SERVICE	922,487	1,134,393	1,113,929	624,168
010808000480083 RETIREES-GROUP INSURANCE	43,141	55,000	63,500	65,000
010808000480085 FIRE EQUIPMENT RESERVE	0	0	25,000	0
010808000480086 SETOFF DEBT	1,190	1,250	1,772	2,000
010808000480087 HOSP & ACCOM TAX TRF	0	1,100,000	1,192,000	1,192,000
010808000480090 DEBT SERVICE DPS FACILITI	370,125	407,000	407,000	0
010808000480094 CDL DRUG/ALCOHOL/OTHER TE	477	500	120	500
010808000480099 EMPLOYEE SHOTS	3,211	3,200	64	1,500
TOTAL DIVISION EXPENDITURES	1,756,231	3,210,547	3,285,502	2,665,513

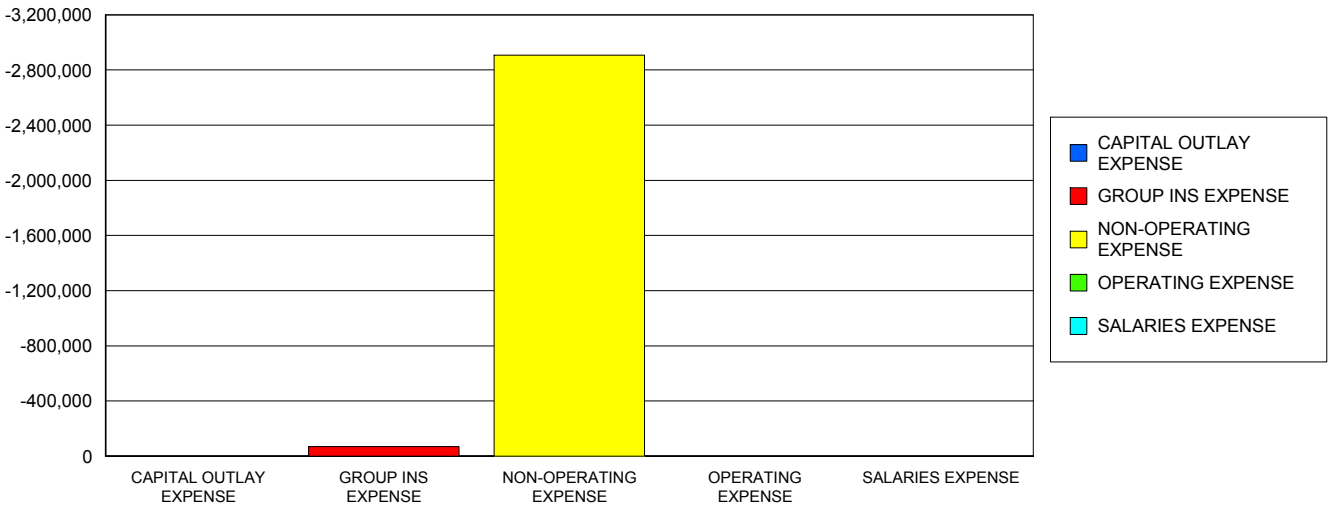
DETAIL OF NON-OPERATING - UTILITIES DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010808010480001 STREET LIGHTS	280,963	280,000	280,000	280,000
010808010480002 HYDRANT RENTALS	0	0	0	0
010808010480003 CHRISTMAS LIGHTS	23,990	25,000	21,911	23,000
010808010480006 FIBER RENTAL EXPENSE	9,600	9,600	9,600	9,600
TOTAL DIVISION EXPENDITURES	314,553	314,600	311,511	312,600

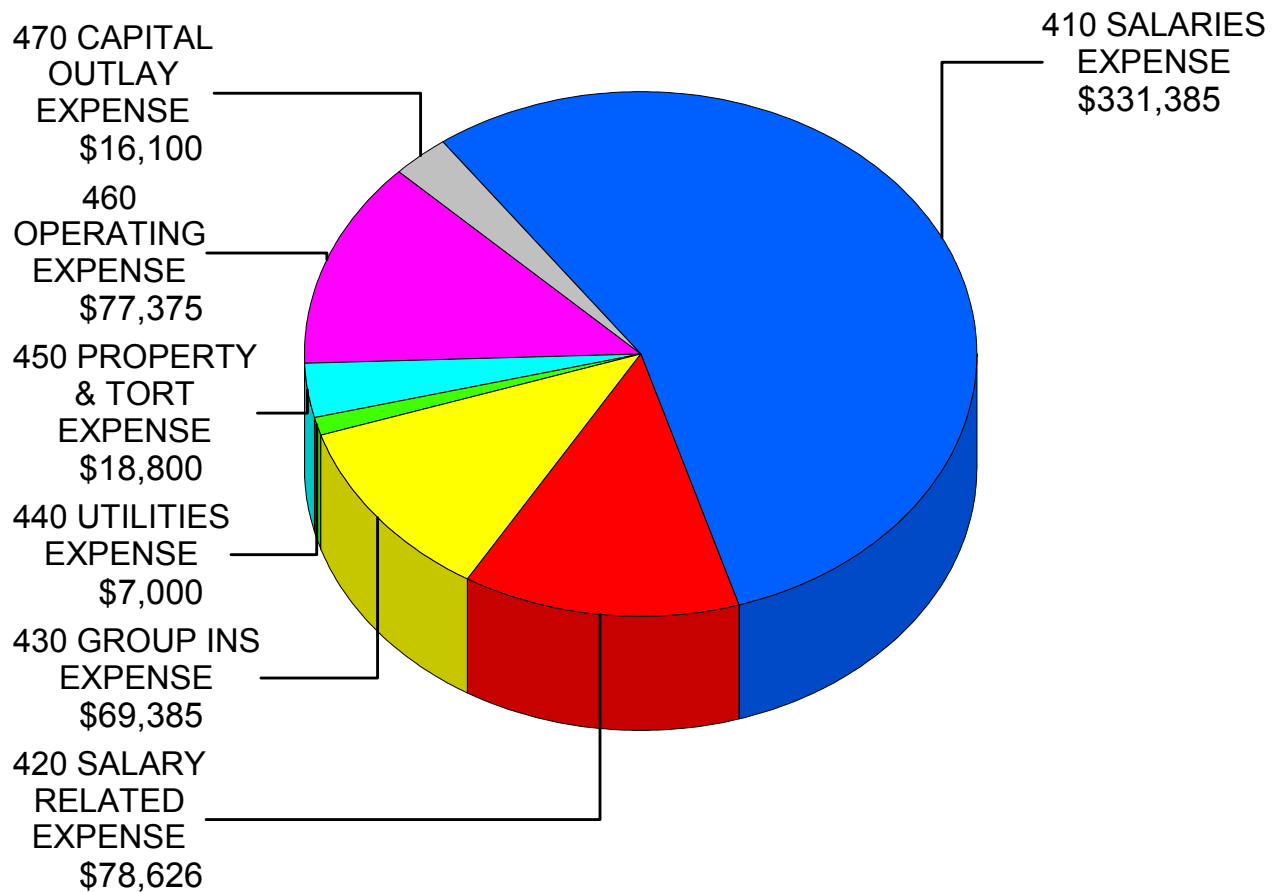
SUMMARY OF NON-OPERATING DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	0	0	0	0
430 GROUP INS EXPENSE	25,068	125,159	18,500	70,000
460 OPERATING EXPENSE	0	0	0	0
470 CAPITAL OUTLAY EXPENSE	0	0	0	0
480 NON-OPERATING EXPENSE	2,045,716	3,399,988	3,628,513	2,908,113
TOTAL DEPARTMENT EXPENDITURES	2,070,784	3,525,147	3,647,013	2,978,113

Budget FY 14-15



Service Department



410 SALARIES EXPENSE	55.4%
420 SALARY RELATED EXPENSE	13.1%
430 GROUP INS EXPENSE	11.6%
440 UTILITIES EXPENSE	1.2%
450 PROPERTY & TORT EXPENSE	3.1%
460 OPERATING EXPENSE	12.9%
470 CAPITAL OUTLAY EXPENSE	2.7%
Total:	100.0%

Service Department	Administration Division
90	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	8	Salaries Expense	331,385
Part Time Positions	0	Salary Related	78,626
Total Positions	8	Group Insurance	69,385
Vehicles	11	Utilities	7,000
		Property & Tort	18,800
		Operating	77,375
		Sub Total	582,571
		Capital	16,100
		Grand Total	598,671

<p>Description of Department: The Service Department was organized and created to provide maintenance and service for other departments and citizens within the City.</p> <p>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.).</p>
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<p>Goals:</p> <ol style="list-style-type: none"> 1. To provide maintenance and service to other Departments within the City. 2. To reduce the number of on-the-job injuries and Workers' Compensation claims.
--

<p>Objectives:</p> <ol style="list-style-type: none"> 1. To continue a schedule for the mowing of open ditches throughout the City, and for cleaning out and protecting ditch banks from erosion. 2. To schedule cutting of City streets and right-of-ways to make our City more attractive. 3. To continue our curb and sidewalk-edging program. This procedure makes mowing easier and citizens are very complimentary of this program. 4. To keep our downtown and other city streets clean by using our street sweeper on a 40-hour weekly schedule. 5. To schedule removal of sand from concrete portion of Sunnyside Canal at least semi-annually. 6. To continue to upgrade old equipment with more productive equipment. 7. To continue a safety program for employees including holding regular meetings and asking employees for their suggestions. 8. 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). 9. Assist other departments as needed.
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Capital Outlay Approved	Amount
<u>Mower with 60’ Rear Discharge Deck</u> <i>(Lease Purchase)</i> To replace older mower currently being used to cut right of ways.	\$16,100.00
Total Approved	\$16,100.00

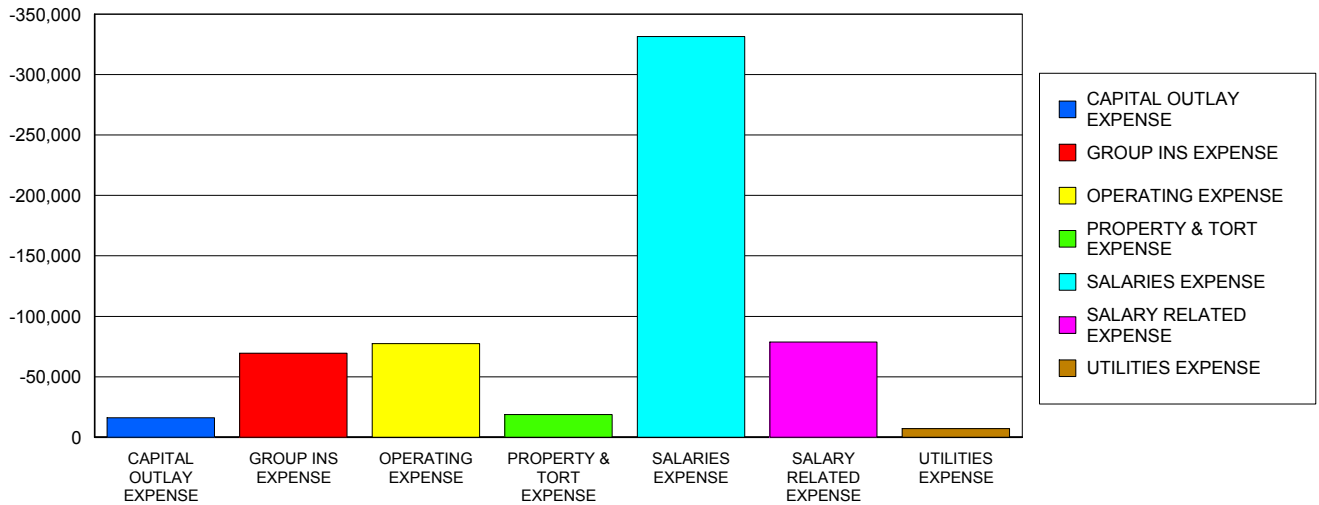
DETAIL OF SERVICE - ADMINISTRATION DIVISION EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
010909010410001 ADMINISTRATIVE PAYROLL	105,752	106,704	106,683	110,524
010909010410002 OPERATIONAL PAYROLL	192,837	205,320	202,471	210,861
010909010410003 OVERTIME	9,986	8,000	13,850	10,000
010909010420006 WORKERS' COMPENSATION	17,654	22,645	16,868	19,011
010909010420007 SOCIAL SECURITY	21,270	24,481	22,257	24,585
010909010420008 RETIREMENT	32,909	33,923	34,847	35,030
010909010430005 GROUP INSURANCE	61,681	64,037	70,290	69,385
010909010440010 UTILITIES EXPENSE	7,502	6,000	7,229	7,000
010909010450011 PROPERTY & TORT INSURANCE	10,043	10,044	12,377	12,000
010909010450049 VEHICLE INSURANCE	6,671	6,671	6,722	6,800
010909010460004 SPECIAL EXPENSE	135	125	20	125
010909010460009 TRAVEL & TRAINING	1,506	1,600	1,343	1,600
010909010460012 DUES, FEES & SUBSCRIPTION	434	250	292	200
010909010460013 POSTAGE, PRINTING, ADV	42	100	0	100
010909010460014 OFFICE SUPPLIES	173	200	123	200
010909010460015 OFFICE MAINTENANCE	519	150	75	150
010909010460016 MISCELLANEOUS EXPENSE	0	150	12	100
010909010460018 CLOTHING	1,570	1,800	2,292	1,600
010909010460019 EQUIPMENT MAINTENANCE	15,040	12,000	18,052	15,000
010909010460021 GAS	33,698	28,000	36,020	33,000
010909010460022 TIRES	7,615	4,000	4,290	5,000
010909010460023 FACILITY MAINTENANCE	1,914	1,000	723	1,200
010909010460024 MATERIALS AND SUPPLIES	6,187	6,500	4,702	6,500
010909010460031 MISCELLANEOUS EQUIPMENT	0	700	0	600
010909010460050 VEHICLE MAINTENANCE	9,413	9,000	12,375	12,000
010909010470020 CAPITAL OUTLAY	15,680	18,300	22,700	16,100
010909010470040 SMALL CAPITAL OUTLAY	1,930	0	3,145	0
TOTAL DIVISION EXPENDITURES	562,160	571,700	599,758	598,671

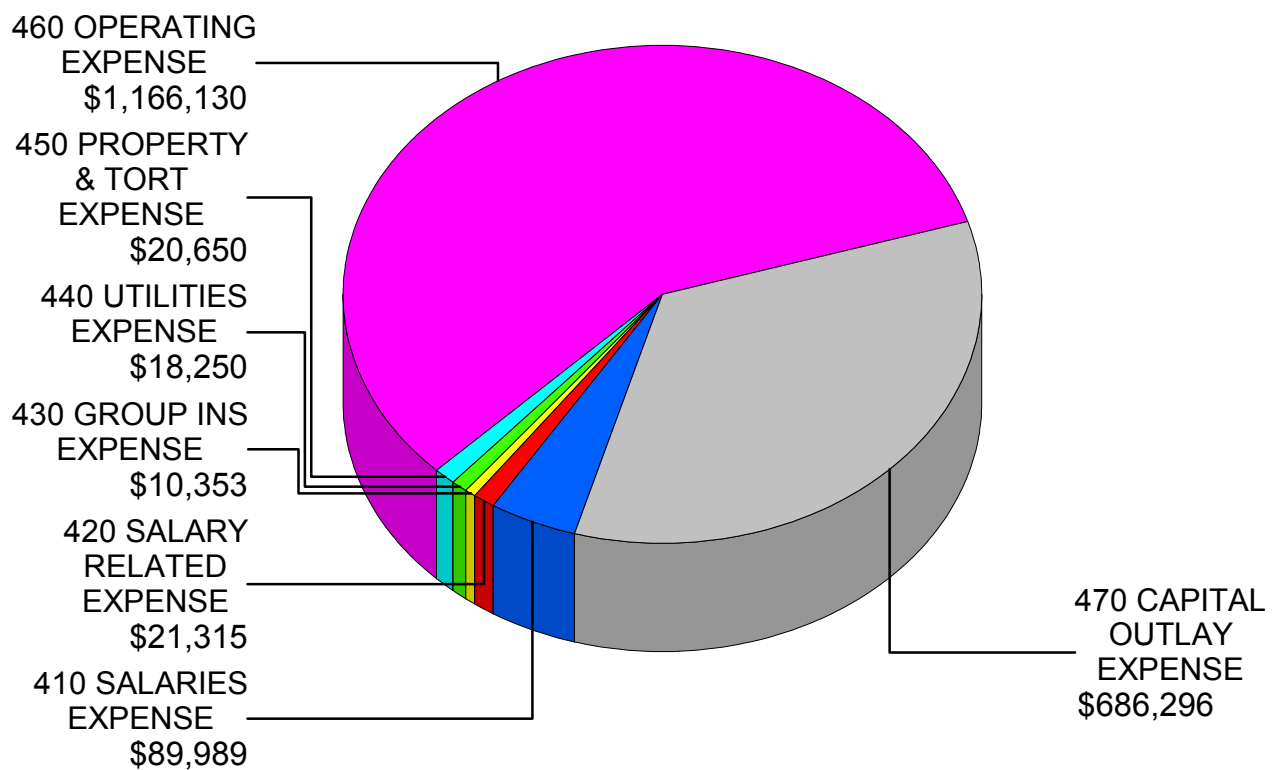
SUMMARY OF SERVICE DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	308,575	320,024	323,004	331,385
420 SALARY RELATED EXPENSE	71,833	81,049	73,972	78,626
430 GROUP INS EXPENSE	61,681	64,037	70,290	69,385
440 UTILITIES EXPENSE	7,502	6,000	7,229	7,000
450 PROPERTY & TORT EXPENSE	16,714	16,715	19,099	18,800
460 OPERATING EXPENSE	143,578	65,575	80,319	77,375
470 CAPITAL OUTLAY EXPENSE	17,609	18,300	25,845	16,100
TOTAL DEPARTMENT EXPENDITURES	627,493	571,700	599,758	598,671

Budget FY 14-15



Municipal Airport Fund



410 SALARIES EXPENSE	4.5%
420 SALARY RELATED EXPENSE	1.1%
430 GROUP INS EXPENSE	0.5%
440 UTILITIES EXPENSE	0.9%
450 PROPERTY & TORT EXPENSE	1.0%
460 OPERATING EXPENSE	57.9%
470 CAPITAL OUTLAY EXPENSE	34.1%
Total:	100.0%

Airport	Administration Division
170	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	1	Salaries Expense	89,989
Part Time Positions	3	Salary Related	21,315
Total Positions	4	Group Insurance	10,353
Vehicles	1	Utilities	18,250
		Property & Tort	20,650
		Operating	1,166,130
		Sub Total	1,326,687
		Capital	686,296
		Grand Total	2,012,983

Description of Division: The Administration Division operates the fixed base operation and maintenance of the Orangeburg Municipal Airport including hangars and other Airport facilities.

- Goals:**
1. To operate the city-owned airport in an efficient and safe manner.
 2. To operate the City and fixed based operation in a profitable, efficient and safe manner.

- Objectives:**
1. To promote industrial development of Airport Property.
 2. To promote awareness of Airport Facility by preparing an airport brochure and participation in the SC Aviation Association.
 3. To provide products and services desired by airport patrons either directly or through contracts.
 4. To provide navigational aids necessary for effective utilization of airport and within fiscal means.
 5. To perform duties in accordance with department safety rules for this type operation.
 6. To continue with DacEasy Point of Sale Accounting Program and monitor monthly for profitability.
 7. To continue vegetation and management plan.
 8. To focus on providing security for all airport property and operations.

Capital Outlay Approved	Amount
<u>Siding on EAA Building</u> To cover side of building due to deterioration of existing wood siding.	\$5,000.00
Total Approved	\$5,000.00

Small Capital Outlay Approved	Amount
<u>Miscellaneous Tools</u> To replace outdated tools	\$1,000.00
Total Approved	\$1,000.00

*Some capital items funded through grant line items.

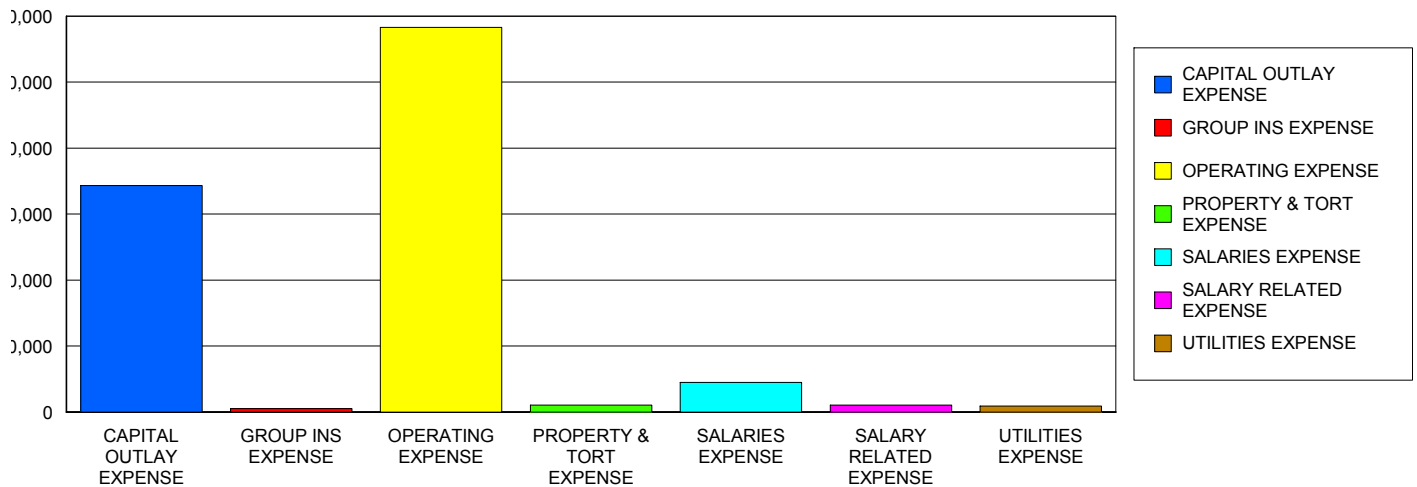
DETAIL OF AIRPORT DEPARTMENT EXPENDITURES

Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
170170170410001 ADMINISTRATIVE PAYROLL	49,620	50,222	50,217	51,729
170170170410002 OPERATIONAL PAYROLL	33,369	35,579	35,623	37,760
170170170410003 OVERTIME	360	1,000	954	500
170170170420006 WORKERS' COMPENSATION	3,925	5,200	4,227	4,815
170170170420007 SOCIAL SECURITY	6,805	6,640	6,640	6,700
170170170420008 RETIREMENT	9,954	9,200	9,269	9,800
170170170430005 GROUP INSURANCE	9,261	9,676	10,035	10,353
170001440010 UTILITIES EXPENSE	18,900	18,250	19,369	18,250
170001450011 PROPERTY & TORT INSURANCE	20,812	20,269	19,537	20,000
170001450049 VEHICLE INSURANCE	566	650	650	650
170001460004 SPECIAL EXPENSE	0	0	0	0
170001460009 TRAVEL & TRAINING	5,047	5,050	3,995	5,000
170001460012 DUES, FEES & SUBSCRIPTION	1,006	500	1,219	500
170001460013 POSTAGE, PRINTING, ADV	304	250	332	250
170001460014 OFFICE SUPPLIES	304	350	284	350
170001460015 OFFICE MAINTENANCE	446	275	251	275
170001460016 MISCELLANEOUS EXPENSE	63	0	987	1,000
170001460018 CLOTHING	863	800	1,194	500
170001460019 EQUIPMENT MAINTENANCE	8,239	11,500	5,466	11,500
170001460021 GAS	1,411	1,000	2,229	1,500
170001460022 TIRES	0	250	0	250
170001460023 FACILITY MAINTENANCE	35,715	48,000	37,569	48,000
170001460024 MATERIALS AND SUPPLIES	5,386	6,000	4,664	6,000
170001460025 COMPUTER SUPPLIES & UPGRA	1,516	1,600	604	1,000
170001460041 CONTRACTUAL SERVICES	1,800	1,200	1,760	1,500
170001460042 SALES TAX	28,296	33,685	23,710	33,685
170001460043 DEPRECIATION	682,372	700,000	687,189	720,000
170001460044 INTEREST EXPENSE	571	1,529	373	1,500
170001460045 CREDIT CARD DISCOUNT	10,775	10,200	11,184	10,000
170001460046 PROMOTIONAL ACTIVITIES	0	0	0	0
170001460047 NAVIGATIONAL EQUIPMENT	2,571	2,555	2,620	2,620
170001460048 COGS RETAIL INVENTORY	284,636	368,222	259,584	320,000
170001460050 VEHICLE MAINTENANCE	368	700	320	700
170001460225 OPEB PAYABLE	2,181	0	0	0
170001470040 SMALL CAPITAL OUTLAY	0	3,900	4,109	1,000
170001470301 GRANT - LAND ACQUISITION	0	0	11,189	0
170001470748 GRANT - FARM FUEL	0	0	94,626	0
170001470749 GRANT - FUEL FARM CONSTRU	0	0	0	685,296
170001470758 STEVENSON RENOVATIONS	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	1,227,442	1,354,252	1,311,979	2,012,983

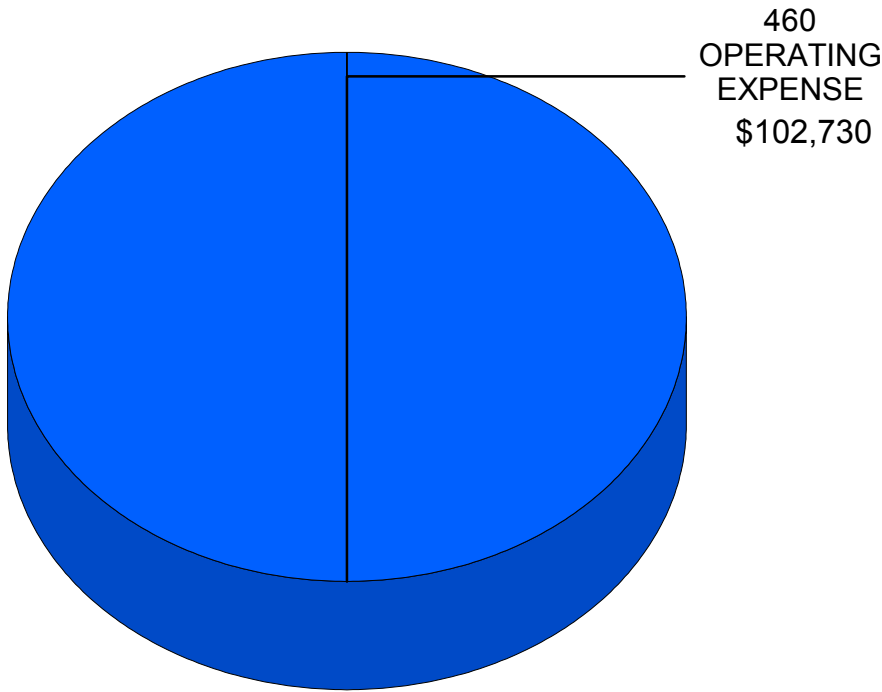
SUMMARY OF AIRPORT DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
410 SALARIES EXPENSE	83,348	86,801	86,794	89,989
420 SALARY RELATED EXPENSE	20,683	21,040	20,136	21,315
430 GROUP INS EXPENSE	9,261	9,676	10,035	10,353
440 UTILITIES EXPENSE	18,900	18,250	19,369	18,250
450 PROPERTY & TORT EXPENSE	21,378	20,919	20,187	20,650
460 OPERATING EXPENSE	1,073,871	1,193,666	1,045,534	1,166,130
470 CAPITAL OUTLAY EXPENSE	0	3,900	109,924	686,296
TOTAL DEPARTMENT EXPENDITURES	1,227,442	1,354,252	1,311,979	2,012,983

Budget FY 14-15



Hillcrest Pro Shop Fund



460 OPERATING EXPENSE	100.0%
470 CAPITAL OUTLAY EXPENSE	0.0%
Total:	100.0%

Hillcrest Pro Shop	Administration Division
180	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	0	Salaries Expense	0
Part Time Positions	0	Salary Related	0
Total Positions	0	Group Insurance	0
Vehicles	0	Utilities	0
		Property & Tort	0
		Operating	102,730
		Sub Total	102,730
		Capital	0
		Grand Total	102,730

Description of Department: The Hillcrest Pro Shop provides golf merchandise, driving range balls and a snack bar in addition to accepting fees for playing golf and annual dues.

- Goals:**
1. To offer merchandise and concessions to members and the public at competitive prices.
 2. To provide knowledgeable and well-trained staff to assist customers in a friendly and professional manner.
 3. To inventory quality golf equipment, softgoods, and golf balls for sale.

- Objectives:**
1. To stock approximately \$30,000 worth of inventory and maintain a profit margin of 30-35%.

***Employees that operate and maintain the Pro Shop are paid from the Hillcrest Golf Course Fund.**

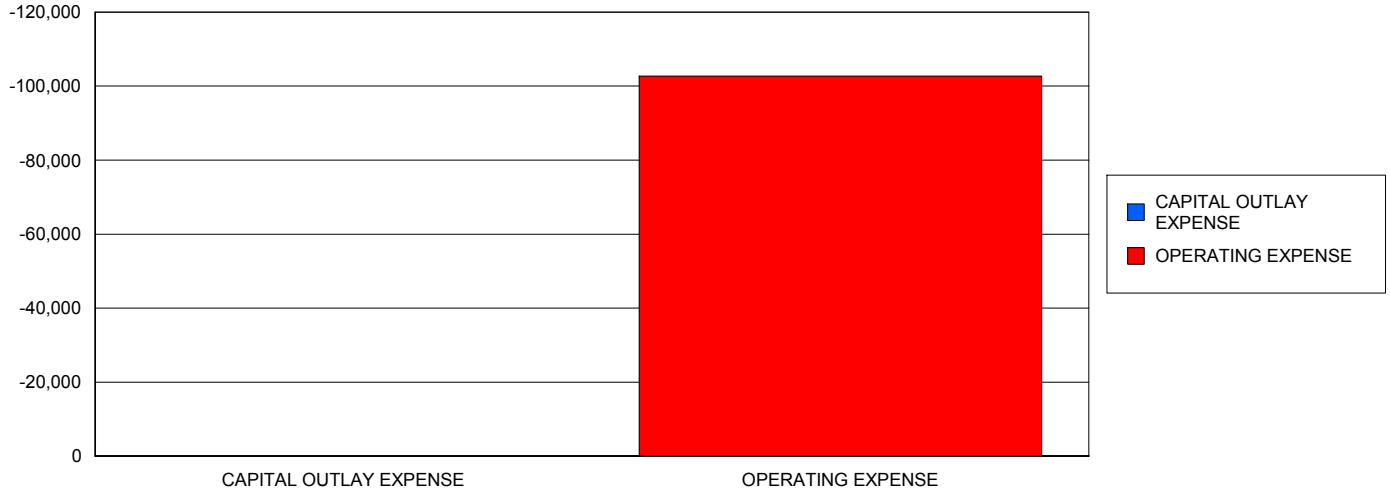
DETAIL OF HILLCREST PRO SHOP DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
180001460016 MISCELLANEOUS EXPENSE	1,875	1,500	800	800
180001460041 CONTRACTUAL SERVICES	5,268	5,000	4,000	4,000
180001460042 SALES TAX	7,089	8,110	6,000	6,000
180001460048 COGS RETAIL INVENTORY	32,701	36,000	25,000	25,000
180001460098 DRIVING RANGE EXPENSES	1,063	1,000	600	600
180001460181 BEER BEVERAGES	2,012	2,000	2,000	2,000
180001460182 DRINK PRODUCTS	4,874	4,200	3,200	3,200
180001460183 FOOD & SNACKBAR PRODUCTS	4,947	5,300	4,000	4,000
180001460184 SOFTGOODS,SHOES & CLOTHIN	0	0	0	0
180001460185 CLUBS	0	0	0	0
180001460186 GOLFBALLS	0	0	0	0
180001460493 TRANSFER TO HILLCREST GC	51,178	60,850	48,600	57,130
TOTAL DEPARTMENT EXPENDITURES	111,008	123,960	94,200	102,730

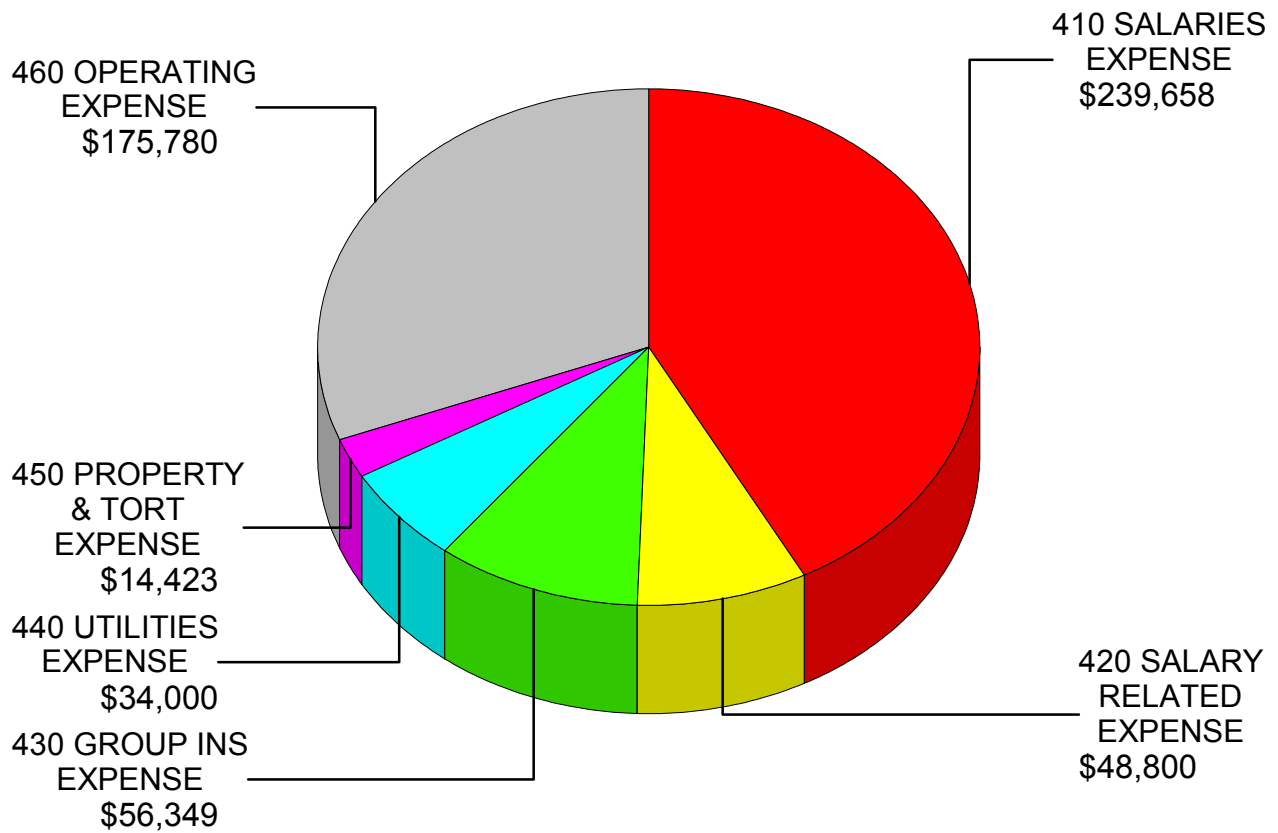
SUMMARY OF HILLCREST PRO SHOP DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
460 OPERATING EXPENSE	111,008	123,960	94,200	102,730
470 CAPITAL OUTLAY EXPENSE	0	0	0	0
TOTAL DEPARTMENT EXPENDITURES	111,008	123,960	94,200	102,730

Budget FY 14-15



Hillcrest Golf Course Fund



365 DONATIONS	0.0%
410 SALARIES EXPENSE	42.1%
420 SALARY RELATED EXPENSE	8.6%
430 GROUP INS EXPENSE	9.9%
440 UTILITIES EXPENSE	6.0%
450 PROPERTY & TORT EXPENSE	2.5%
460 OPERATING EXPENSE	30.9%
470 CAPITAL OUTLAY EXPENSE	0.0%
Total:	100.0%

Hillcrest Golf Course	Administration Division
185	10

Fiscal Summary		Resources & Funding	
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Full Time Positions	7	Salaries Expense	239,658
Part Time Positions	7	Salary Related	48,800
Total Positions	14	Group Insurance	56,349
Vehicles	1	Utilities	34,000
		Property & Tort	14,423
		Operating	175,780
		Sub Total	569,010
		Capital	0
		Grand Total	569,010

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

Goals
1.To offer competitive golf rates & memberships.
2. Paint inside and outside of Clubhouse and replace carpet.
3. Remodel Old Shop Building to create a tournament/meeting room to accommodate 100 people. This building could also be incorporated into the City's Emergency Operations plan to be used as needed.
4. Continue to monitor greens until the time comes when we will have to replace putting surfaces.
5. Replace all Tee Markers on Golf Course and all directional signage in parking lot.

Objectives:
1. To increase number of rounds played annually to 35,000.
2. To offer discounted rates to outings, tournaments, large groups, motels, industries, and corporate outings.
3. To offer discounted rates during slow periods of the year to be competitive with other area golf courses, (Newspaper, Discount Books, Internet, etc.).
4. To offer private golf instructions and golf repair to public.
5. To offer discounted annual membership rates and discounted daily rates to City employees and SCSU employees (\$100.00 off regular rates).
6. To offer annual membership rates (Family, Single, Senior, Student) and increase annual members to 200.

Capital Items Approved	Amount
Upgrades to Pro Shop New paint, carpet and tile for Pro Shop.	\$12,000.00
Total Approved	\$12,000.00

***Capital in an enterprise fund is shown in the depreciation expense line item.

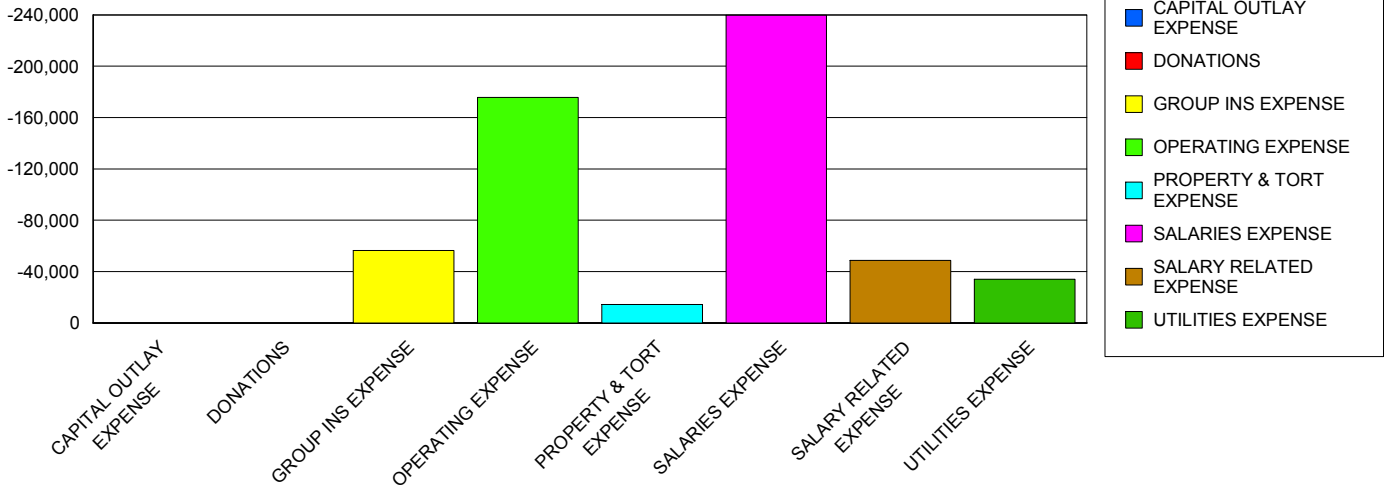
DETAIL OF HILLCREST GOLF COURSE DEPARTMENT EXPENDITURES

Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15
185185185410001 ADMINISTRATIVE PAYROLL	81,201	71,583	61,693	51,354
185185185410002 OPERATIONAL PAYROLL	183,574	195,076	182,722	187,804
185185185410003 OVERTIME	847	750	457	500
185185185420006 WORKERS' COMPENSATION	3,985	6,263	5,298	4,800
185185185420007 SOCIAL SECURITY	19,922	20,475	18,284	18,000
185185185420008 RETIREMENT	27,451	28,027	25,475	26,000
185185185430005 GROUP INSURANCE	49,856	51,105	55,011	56,349
185001440010 UTILITIES EXPENSE	37,770	45,000	34,000	34,000
185001450011 PROPERTY & TORT INSURANCE	14,250	14,250	13,795	13,795
185001450049 VEHICLE INSURANCE	545	545	628	628
185001460004 SPECIAL EXPENSE	39	0	0	0
185001460009 TRAVEL & TRAINING	1,250	1,200	1,085	1,200
185001460012 DUES, FEES & SUBSCRIPTION	400	400	220	220
185001460013 POSTAGE, PRINTING, ADV	4,335	1,200	1,153	1,150
185001460014 OFFICE SUPPLIES	687	550	407	550
185001460015 OFFICE MAINTENANCE	580	600	4	600
185001460016 MISCELLANEOUS EXPENSE	0	0	178	160
185001460018 CLOTHING	1,806	1,000	2,217	1,500
185001460019 EQUIPMENT MAINTENANCE	7,926	8,000	10,000	9,000
185001460021 GAS	12,550	12,000	13,752	12,000
185001460022 TIRES	0	0	0	0
185001460023 FACILITY MAINTENANCE	7,477	7,500	10,009	8,000
185001460024 MATERIALS AND SUPPLIES	19,766	17,000	15,544	16,000
185001460025 COMPUTER SUPPLIES & UPGRA	1,393	1,500	1,023	1,100
185001460042 SALES TAX	19,896	23,000	13,081	13,000
185001460043 DEPRECIATION	80,549	85,000	83,830	84,500
185001460044 INTEREST EXPENSE	0	0	0	0
185001460045 CREDIT CARD DISCOUNT	4,754	6,800	5,561	5,200
185001460050 VEHICLE MAINTENANCE	530	300	788	600
185001460101 TRANSFER TO G/F	0	21,000	0	21,000
185001460225 OPEB PAYABLE	7,636	0	0	0
185001460491 TRF TO HGC CAPITAL PROJEC	0	0	0	0
185001470040 SMALL CAPITAL OUTLAY	509	0	0	0
TOTAL DEPARTMENT EXPENDITURES	591,482	620,124	556,215	569,010

SUMMARY OF HILLCREST GOLF COURSE DEPARTMENT EXPENDITURES

Description	<u>Actual 12-13</u>	<u>Budget 13-14</u>	<u>Amended 13-14</u>	<u>Budget 14-15</u>
365 DONATIONS	0	0	0	0
410 SALARIES EXPENSE	265,621	267,409	244,872	239,658
420 SALARY RELATED EXPENSE	51,358	54,765	49,057	48,800
430 GROUP INS EXPENSE	49,856	51,105	55,011	56,349
440 UTILITIES EXPENSE	37,770	45,000	34,000	34,000
450 PROPERTY & TORT EXPENSE	14,795	14,795	14,423	14,423
460 OPERATING EXPENSE	171,573	187,050	158,852	175,780
470 CAPITAL OUTLAY EXPENSE	509	0	0	0
TOTAL DEPARTMENT EXPENDITURES	591,482	620,124	556,215	569,010

Budget FY 14-15





ORDINANCE NO. 2014- 12

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF ORANGEBURG, SOUTH CAROLINA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014 AND ENDING SEPTEMBER 30, 2015

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

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

SECTION 2. That the prepared budget for the fiscal year October 1, 2014-September 30, 2015, and the estimated revenue for payment of same is hereby adopted.

SECTION 3. That a tax to cover the period from the first day of January, 2014 to the thirty-first day of December, 2014, both inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the Treasury of the City of Orangeburg for the use and service thereof; i.e., a tax of 90 mills be and the same is hereby assessed on each dollar of the assessed value of all real estate and personal property within the City of Orangeburg, South Carolina, except as such which is exempt from taxation by law.

SECTION 4. Tax levied under this Ordinance shall be due and payable at the office of the City Clerk and Treasurer, in the Municipal Building of the City of Orangeburg, South Carolina, from the first day of November, 2014, until the fifteenth day of January 2015, from the hours of 8:00 A.M. until 5:00 P.M., Monday through Friday, Saturdays and Sundays accepted.

SECTION 5. On January 16, 2015, a penalty of fifteen (15) percent shall be added on all unpaid taxes. The City Clerk and Treasurer shall on March 17, 2015, place all delinquent properties in execution in accordance with and adding an additional execution cost of \$60.00 to \$90.00 based on costs to City, Section 6-1-10, as amended, of the Code of Ordinances of the City of Orangeburg, South Carolina.

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

DONE AND RATIFIED BY THE CITY COUNCIL OF ORANGEBURG, SOUTH CAROLINA, IN COUNCIL ASSEMBLED THIS 2nd DAY OF Sept 2014.

Michaelc Butch
MAYOR

Benjamin Hair

Sandra R. Rutledge

Charles B. Barnwell

Esmeralda Pitt

Chris Jones

Richard F. Turner

MEMBERS OF COUNCIL



ATTEST:

Carey Johnson
CITY CLERK

CAPITAL OUTLAY SUMMARY FY 2014-2015

The following list describes each capital outlay purchase that has been approved for Fiscal Year 2014-2015. A more detailed summary of each item is presented at the end of each Division's summary. These items have been defined as capital outlay because each will have a useful life of greater than one-year and have a unit cost of at least \$2999.99.

1. **Unitrends RD712 Backup Appliance**
Requested By: Finance – Information Technology
Reason for Request: To replace current backup with a newer reliable solution.
Amount Approved: \$7,500.00
2. **Barracuda Message Archiver**
Requested By: Finance – Information Technology
Reason for Request: Used to backup emails for FOIA and user requests.
Amount Approved: \$5,200.00
3. **Tools for Service Truck**
Requested By: Public Works – Garage
Reason for Request: For roadside vehicle and machinery repairs
Amount Approved: \$5,500.00
4. **50 Ton Shop Press** (LEASE PURCHASE)
Requested By: Public Works – Garage
Reason for Request: To replace old press used to press bearings, etc.
Amount Approved: \$7,200.00
5. **Air Conditioning Machine**
Requested By: Public Works - Garage
Reason for Request: To replace old unit
Amount Approved: \$5,000.00
6. **Heavy Duty Tire Balancer** (LEASE PURCHASE)
Requested By: Public Works - Garage
Reason for Request: To replace older machine
Amount Approved: \$20,000.00
7. **Storage Building**
Requested By: Public Works - Garage
Reason for Request: Currently running out of storage space
Amount Approved: \$34,000.00
8. **Finish offices in Public Works Complex**
(3 offices on second floor)
Requested By: Public Works – Municipal Buildings
Reason for Request: To create more and additional storage
Amount Approved: \$14,800.00

9. **Carpet for Public Works**
(Downstairs offices)
Requested By: Public Works – Municipal Buildings
Reason for Request: To replace worn carpet
Amount Approved: \$12,000.00
10. **Two (2) Ramer Model 3500 Shuttle Loader** (LEASE PURCHASE)
Requested By: Public Works – Residential Sanitation
Reason for Request: Replace outdated model.
Amount Approved: \$260,000.00
11. **Frontier 78” Sickle Bar Mower**
(2 @ \$3,000.00 each)
Requested By: Public Works – Streets & Maintenance
Reason for Request: To replace older mower
Amount Approved: \$5,210.00
12. **Track Hoe and Drop Deck Trailer** (LEASE PURCHASE)
Requested By: Public Works – Streets & Maintenance
Reason for Request: To use to repair damaged streetscape areas.
Amount Approved: \$65,900.00
13. **Vehicles (Police Package)** (LEASE PURCHASE)
(3 @ \$33,500.00 each)
Requested By: Public Safety – Patrol
Reason for Request: To replace high mileage, high maintenance vehicles
Amount Approved: \$100,500.00
14. ****Full-Size Utility Vehicle for K-9 Unit**
Requested By: Public Safety – Patrol
Reason for Request: To replace older vehicle
Amount Approved: \$40,000.00 (**Requested from Drug Fund)
15. **Online Fire Training**
Requested By: Public Safety – Special Operations
Reason for Request: To assist with meeting ISO and NFPA requirements
Amount Approved: \$4,000.00
16. **Instant Recall Recorder for Dispatch**
Requested By: Public Safety – Special Operations
Reason for Request: To replace obsolete device; new unit would be computer integrated to match system
Amount Approved: \$3,000.00
17. **Vehicle (State Contract)** (LEASE PURCHASE)
Requested By: Public Safety - Investigations
Reason for Request: To replace high mileage, high maintenance vehicles
Amount Approved: \$28,500.00

18. **Multi-Function Networked Copier** (LEASE PURCHASE)
 Requested By: Public Safety – Investigations
 Reason for Request: To older unit that requires constant maintenance
 Amount Approved: \$8,000.00
19. **Offender Tracking Database**
 Requested by: Public Safety - Investigations
 Reason for Request: To replace older version of software that is no longer dependable
 Amount Approved: \$5,500.00
20. **Vehicle** (LEASE PURCHASE)
 Requested By: Parks & Recreation – Administration
 Reason for Request: To replace older vehicle for P & R Director
 Amount Approved: \$22,000.00
21. **30' x 75' Pole Building**
 Requested By: Parks & Recreation – Gardens
 Reason for Request: Storage of Christmas lights/supplies
 Amount Approved: \$40,000.00
22. **Backhoe & Trailer** (LEASE PURCHASE)
 Requested By: Parks & Recreation – Parks & Cemetery
 Reason for Request: To replace older equipment that will be moved to 70/20
 Amount Approved: \$110,000.00
23. **Mower with 60" Rear Discharge Deck** (LEASE PURCHASE)
 Requested By: Service - Administration
 Reason for Request: To replace older mower
 Amount Requested: \$16,100.00
24. **Siding on EAA Building**
 Requested By: Airport - Administration
 Reason for Request: To cover side of building due to deterioration
 Amount Approved: \$5,000.00
25. **Upgrades to Pro Shop**
 Requested By: Hillcrest – Golf Course
 Reason for Request: New paint, carpet and tile
 Amount Approved: \$12,000.00

TOTAL CAPITAL ITEMS APPROVED: \$836,910.00

(*Some grant monies are shown in the Expenditures by Category in Capital Outlay)

Total General Fund Approved:	\$ 779,910
Total (1) Drug Fund Approved	\$ 40,000
Total Airport Fund Approved	\$ 5,000
Total Pro Shop Fund Approved	\$ 0
Total Golf Course Fund Approved	\$ 12,000
TOTAL	\$ 836,910

****Airport, Pro Shop, and Golf Course Funds Capital Expenditures do not show in line items due to being Enterprise Funds. Their expense is reflected in the depreciation line item.**

PURCHASING PROCEDURES

\$.01 - \$2,999.99

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

\$3,000 - \$49,999.99

Bids may be taken by the Department Head and submitted to the Purchasing Agent for review and determination. The Department Head will not award the purchase or contract. 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. It shall be policy to carry service agreements with the company who sells the equipment such as for copiers or other equipment that requires maintenance.

\$50,000 - \$99,999.99

Written bids are required and proposed vendors and specifications are given to the Purchasing Agent to solicit bids. The Purchasing Agent shall open the bids as outlined in the Request for Proposal or Bid and each vendor shall be notified in writing to the results. The Purchasing Agent shall award the bid or contract and place all orders. These proposals may or may not be advertised in the local newspaper.

\$100,000 and above

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

Purchases may be made through the State of South Carolina Division of General Services instead of soliciting bids and quotations. Any item that is available under state contract shall be deemed to have met the competitive bidding requirements.

Purchases shall not be divided into smaller orders to avoid obtaining bids or quotations, which require approval from the City Administrator or City Council.

SMALL CAPITAL OUTLAY SUMMARY FY 2014-2015

The following list describes each small capital outlay purchase that has been approved for fiscal year 2014-2015. These items have been defined as small capital outlay because each will have a useful life of greater than one-year and have a unit cost ranging from \$500 - \$2,999.99. These items will not be depreciated.

1. **Ipads**
Requested By: Public Works – Building Inspection
Reason for Request: To work with Finance program to allow work orders
Amount Approved: \$3,000.00

2. **Miscellaneous Tools**
Requested By: Public Works – Municipal Buildings
Reason for Request: To replace old tools
Amount Approved: \$1,000.00

3. **Miscellaneous Tools**
Requested By: Public Works – Parking Facilities
Reason for Request: To replace old tools
Amount Approved: \$500.00

4. **Miscellaneous Tools**
Requested By: Public Works – Residential Sanitation
Reason for Request: To replace old tools.
Amount Approved: \$500.00

5. **Miscellaneous Tools**
Requested By: Public Works – Commercial Sanitation
Reason for Request: To replace old tools.
Amount Approved: \$500.00

6. **Miscellaneous Tools**
Requested By: Public Works – Streets & Maintenance
Reason for Request: To replace old tools.
Amount Approved: \$500.00

7. **SCBA Composite Cylinders**
(5 @ \$800 each)
Requested By: Public Safety – Special Operations
Reason for Request: To replace old worn cylinders
Amount Approved: \$4,000.00

8. **Firefighter Bunker Gear**
(10 sets @ \$2,500 each)
Requested By: Public Safety – Special Operations
Reason for Request: To replace worn and fire damaged gear
Amount Approved: \$25,000.00

9. **Body Armor**
(12 sets @ \$750 each)
Requested By: Public Safety – Special Operations
Reason for Request: To replace worn/damaged units
Amount Approved: \$9,000.00
10. **Desktop Computer**
Requested By: Parks & Recreation – Administration
Reason for Request: To replace outdated computer for Director
Amount Approved: \$1,500.00
11. **Miscellaneous Tools**
Requested By: Airport – Administration
Reason for Request: To replace outdated tools
Amount Approved: \$1,000.00

TOTAL SMALL CAPITAL FOR ALL FUNDS: \$46,500.00



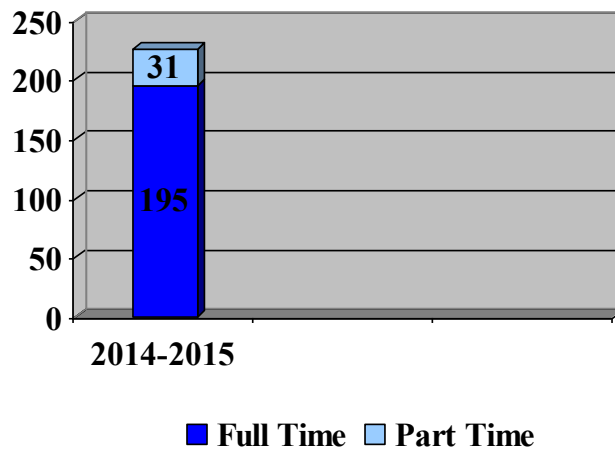
City of Orangeburg Personnel Summary

Human Resource administration is a very important facet of local government. The office of Human Resources is in partnership with all City of Orangeburg divisions to create an effective, efficient and diverse employee workforce. The City must attract and retain educated and skilled staff in order to meet the growing demands of citizens. To accomplish these goals, the City uses several methods. First, the City offers an attractive benefits package that includes health, dental, vision, disability & life insurance, South Carolina Retirement System membership and Deferred Compensation; credit union memberships and a Cafeteria Plan are also offered. Secondly, the City provides a path for further education through the Tuition Reimbursement program and professional career development opportunities using an Individual Development Plan. IDP examples may include providing on-the-job training and coaching, giving performance goals and feedback, asking about and supporting department goals.

The City of Orangeburg is committed to providing the most efficient and effective services possible to its citizens. In order to accomplish this, it is necessary to employ a competent and skilled staff while at the same time eliminating or consolidating programs and positions that are no longer necessary. It is also important to shift resources and personnel to the Divisions where they are most needed.

The salary figures noted includes overtime.

Personnel Summary



PERSONNEL BUDGET

FY 2014-2015

Dept/ Div	Name/ Title	2012 2013	2013 2014	2014 2015	Full/ Part	Salary
1	Executive Department					
10	Administration Division					
	Mayor *Paid by The Department of Public Utilities	1	1	1	F	
	Councilmembers * Paid by The Department of Public Utilities	6	6	6	F	
	City Attorney *only employee paid out of this division.	1	1	1	F	\$70,745.00
30	Municipal Court Division					\$162,756.00
	City Judge	1	1	1	F	
	Court Clerk	1	1	1	F	
	Court Receptionist	1	1	1	F	
	Data Entry Clerk	1	1	1	P	
	TOTAL DEPARTMENT SALARY	12	12	12		\$233,501.00
10	Finance Department					
10	Finance & Records Division					\$278,061.00
	Finance Director/Clerk/Treasurer	1	1	1	F	
	Assistant Finance Director/Payroll Clerk	1	1	1	F	
	Purchasing Agent	1	1	1	F	
	Revenue Collector	1	1	1	F	
	Accts Payable Clerk	1	1	1	F	
	Finance Clerk/License Inspector	1	1	1	P	
	Finance Clerk	1	1	1	P	
30	Information Technology Division					\$161,532.00
	Systems Analyst	1	1	1	F	
	Network Administrator Analyst	1	1	1	F	
	Information Technology Specialist	1	1	1	F	
	TOTAL DEPARTMENT SALARY	10	10	10		\$439,593.00
20	Administration Department					\$270,498.00
10	Administrative Division					
	City Administrator	1	1	1	F	
	Human Resource Officer	1	1	1	F	
	Secretary to City Administrator	1	1	1	F	
20	Development Division					\$119,523.00
	Community Planning					
	Assistant City Administrator	1	1	1	F	
	Administrative Assistant	1	1	1	F	
	TOTAL DEPARTMENT SALARY	5	5	5		\$390,021.00

Dept/ Div	Name/ Title	2012 2013	2013 2014	2014 2015	Full/ Part	Salary
40	Public Works Department					
01	Administration Division					
	Director	1	1	1	F	\$183,800.00
	Assistant To Public Works					
	Director	1	1	1	F	
	Administrative Assistant	1	1	1	F	
10	Building Inspection Division					\$98,000.00
	Building Official	1	1	1	F	
	Building Inspector	2	1	1	Part	
30	Garage Division					\$219,152.00
	Automotive Service Manager	1	1	1	F	
	Automotive Mechanic II	0	1	1	F	
	Automotive Mechanic III	2	2	2	F	
	Automotive Service Aid	1	0	0	F	
	Automotive Service Foreman	1	1	1	F	
40	Municipal Buildings Division					\$47,298.00
	Custodian III	1	1	1	F	
60	Residential Sanitation					\$506,881.00
	General Supervisor I	1	1	0	F	
	General Supervisor II	1	1	2	F	
	Motor Equipment Operator I	5	5	3	F	
	Motor Equipment Operator II	1	1	3	F	
	Motor Equipment Operator III	6	6	6	F	
	Sanitation Foreman	1	1	1	F	
65	Commercial Sanitation					\$73,719.00
	MEO III	1	1	1	F	
	Sanitation Foreman	1	1	1	F	
TOTAL DEPARTMENT SALARY		29	28	27		\$1,128,850.00

Dept/ Div	Name/ Title	2012 2013	2013 2014	2014 2015	Full/ Part	Salary
60	Public Safety Department					
10	Administration Division					\$177,922.00
	Director	1	1	1	F	
	Executive Secretary to Director	1	1	1	F	
	Custodian I	1	1	1	F	
20	Patrol Division					\$1,941,615.00
	Public Safety Officer I	18	20	20	F	
	Public Safety Officer II	8	8	8	F	
	Public Safety Officer III	8	8	8	F	
	Public Safety Officer IV	5	5	5	F	
	Public Safety Officer V	4	4	4	F	
	Public Safety Officer VI	1	1	1	F	
25	Special Operations Division					\$1,221,430.00
	Public Safety Officer II	2	2	2	F	
	Public Safety Officer III	3	3	3	F	
	Public Safety Officer IV	3	3	3	F	
	Public Safety Officer V	2	2	2	F	
	Public Safety Officer VI	1	1	1	F	
	Animal Control Officer	1	1	1	F	
	Communications Operator I	0	2	2	F	
	Communications Operator I	5	4	6	F	
	Communications Operator II	1	1	1	F	
	Public Safety Technician I	1	1	1	F	
	Public Safety Technician II	3	2	2	F	
	Grants Administraotr	1	1	1	Part	
	Suburban Fire Engineer	12	12	12	F	
30	Investigation Division					\$692,900.00
	Investigator I	2	3	3	F	
	Investigator II	5	5	5	F	
	Investigator III	2	2	2	F	
	Public Safety Officer VI	1	1	1	F	
	Public Safety Technician II	1	1	1	F	
	Public Safety Officer IV/SRO	1	1	1	F	
	Public Safety Officer IV	1	1	1	F	
	Public Safety Officer II/VA	1	1	1	F	
	Public Safety Officer I	0	0	0	F	
80	CDV Investigations Division					\$0.00
	Investigator I	1	0	0	F	
84	DUI Special Enforcement Division					\$36,260.00
	Public Safety Officer I	1	1	1	F	
	Public Safety Officer II	1	0	0	F	
89	Forensic Service Unit					\$174,169.00
	Forensic Chemist	1	1	1	F	
	Investigator I	1	1	1	F	
	Investigator II	1	1	1	F	
	Evidence Custodian	1	1	1	F	
TOTAL DEPARTMENT SALARY		103	104	106		\$4,244,296.00

Dept/ Div	Name/ Title	2012 2013	2013 2014	2014 2015	Full/ Part	Salary
70	Parks & Recreation Department					
01	Administration Division					\$159,471.00
	Director	1	1	1	F	
	Administrative Assistant	1	1	1	F	
	Superintendent of Parks	1	1	1	F	
10	Recreation Division					\$157,355.00
	Athletic Supervisor	2	2	2	F	
	Program Supervisor	1	1	1	F	
	Field Supervisor	5	5	4	P	
	Gym Supervisor	2	2	0	P	
	Superintendent of Recreation & Marketing	1	1	1	F	
	Spray Park Supervisors	7	7	2	P	
	Summer Playground Leaders	3	3	3	P	
20	Gardens Division					\$287,663.00
	Horticulturist	1	1	1	F	
	Assistant Horticulturist	1	1	1	F	
	General Supervisor I	0	0	0	F	
	Maintenance Worker II	2	2	2	F	
	Maintenance Worker I	7	7	7	F	
40	Parks & Cemetery Division					\$320,592.00
	General Supervisor I	1	1	1	F	
	General Supervisor II	1	1	1	F	
	Maintenance Worker I	5	5	5	F	
	Custodian I	0	0	0	F	
	Custodian II	1	1	1	F	
	Maintenance Worker II	4	4	4	F	
	TOTAL DEPARTMENT SALARY	47	47	39		\$925,081.00
90	Service Department					
10	Administration Division					\$331,385.00
	Director	1	1	1	F	
	General Supervisor I	1	1	1	F	
	General Supervisor II	1	1	1	F	
	Motor Equipment Operator I	1	1	1	F	
	Motor Equipment Operator II	3	3	3	F	
	Motor Equipment Operator III	2	2	2	F	
	TOTAL DEPARTMENT SALARY	9	9	9		\$331,385.00
		193	193	187	F	
		19	21	22	P	
GENERAL FUND TOTAL		212	214	209		\$8,022,374.00

Dept/ Div	Name/Title	2012 2013	2013 2014	2014 2015	Full/ Part	Salary
170	Airport Fund					
10	Administration Division					\$89,989.00
	Airport Manager	1	1	1	F	
	Assistant Airport Manager	0	0	0	F	
	Line Service Operator I	2	2	2	P	
	Laborer II	1	1	1	P	
	TOTAL FUND SALARY	4	4	4		\$89,989.00
185	Hillcrest Golf Course Fund					
10	Administration Division					\$239,658.00
	Golf Course Manager	1	1	1	F	
	Pro Shop Clerk	1	1	1	F	
	Bookkeeper	1	1	0	P	
	Clerk	1	1	1	P	
	Golf Course Maintenance Superintendent	1	1	1	F	
	Golf Course Maintenance Worker I	1	1	1	F	
	Golf Course Maintenance Worker II	3	3	3	F	
	Motor Equipment Operator I	1	1	1	P	
	Cart Personnel	4	4	4	P	
	TOTAL FUND SALARY	14	14	13		\$239,658.00

	8	8	8	F
	10	10	9	P
ENTERPRISE FUND TOTALS	18	18	17	

	195	F
	31	P
PERSONNEL SUMMARY	226	

095 Fund (2%) FY 2014-15
Hospitality & Accommodations Tax Fund

2% Projects	Budget	
Materials & Supplies	5,000	095-001-460-024
Facade Grants – Downtown	50,000	095-001-460-026
Contractual Services – Cleaning River	30,000	095-001-460-041
Contractual Services – street tree maintenance	15,000	095-001-460-041
Trf to G/F (Maintenance/Operations)	275,000	095-001-460-101
Refurbish Welcome Signs	15,000	095-001-460-554
Rec. Improvements-Non Capital (Lady Fountain & Flag Pole lights)	2,500	095-001-460-554
Billboards, Brochures, Banners	36,000	095-001-460-921
Plant Materials & Related Eqmt	26,000	095-001-460-923
Christmas Lights (Non-Capital)	15,000	095-001-460-952
Streetscape Maintenance	100,000	095-001-460-956
Outdoor Promotions – Non-Capital		095-001-460-999
Rec. Improvements (spray park, control panel, tank)	20,000	095-001-470-554
Rec. Improvements - Walking/Bike Trail Match	-0-	095-001-470-554
Property Purchase Downtown and Adjacent to Gardens	50,000	095-001-470-763
Stevenson Repairs	20,000	095-001-470-951
Livingston House Improvements Interior Painting, Ceiling, Sheetrock	20,000	095-001-470-765
Mirmow Field Renovations	50,000	095-001-470-777
Tennis Court Maintenance	2,000	095-001-470-778
Angel of Hope	2,000	095-001-470-781
Arts Center Capital Renovation	25,000	095-001-470-922
Christmas Displays & Lights & Additions	-0-	095-001-470-952
Downtown Parking Improvements	50,000	095-001-470-957
First National Bank Building	20,000	095-001-470-959
Underground Electrical Expansion	3,000	095-001-470-976
Fountains – Repairs	5,000	095-001-470-977
Playground Equipment	36,000	095-001-470-981
Disc Golf Course	3,000	095-001-470-982
Seaboard/Shuler-Garden Exp	20,000	095-001-470-984
Outdoor Promotional Cameras (HC, AP, Gardens, DVR-Stevenson)	10,000	095-001-470-999
Promotions & Marketing, Branding	60,000	095-001-480-005
Promotions – Chamber of Commerce	5,000	095-001-480-005
Promotions – Cross County Connector	15,000	095-001-480-005
DORA	25,000	095-001-480-081
Debt Service	342,927	095-001-480-082
Orangeburg Arts Center Improvements	12,000	095-001-480-105
Contingency (Projects)	20,000	095-001-480-904
Total Budgeted	\$1,385,427	

DETAIL OF FUND 095 (2%) HOSPITALITY AND ACCOMMODATIONS TAX EXPENDITURES

Description	Actual 12-13	Budget 13-14	Amended 13-14	Budget 14-15	
095001460004	SPECIAL EXPENSE	6,330	0	0	0
095001460024	MATERIALS AND SUPPLIES	0	5000	8800	5000
095001460026	GRANT MATCH	0	50000	50000	50000
095001460041	CONTRACTUAL SERVICES	0	0	3500	45000
095001460101	TRANSFER TO G/F	300,000	275000	240000	275000
095001460500	GRANT	0	0	0	0
095001460554	REC IMPROVEMENTS NON CAP	0	0	45000	37500
095001460921	BILLBOARDS/COMMERCIALS	29,945	36000	36000	36000
095001460923	PLANT MATERIALS	23,788	26000	26000	26000
095001460952	CHRISTMAS LIGHTS NON CAPT	0	0	15156	15000
095001460956	STREETSCAPE MAINTENANCE	0	0	50000	100000
095001470040	SMALL CAPITAL OUTLAY	35,185	0	0	0
095001470554	RECREATIONAL IMPROVEMENTS	14,155	55000	30000	0
095001470757	AIRPORT EXPANSION	0	0	0	0
095001470761	BOAT RAMPS & PARKING LOT	24,920	0	0	0
095001470762	PROPERTY IMP - ED GARDENS	19,773	0	0	0
095001470763	PROP PURCH DWNTN/GARDENS	64,333	100000	0	50000
095001470764	CITY HALL/STEVENSON REPS	2,990	25000	25000	20000
095001470765	RENOVATIONS/LH OR SIGNS	0	12000	72000	20000
095001470766	LADY FOUNTAIN RENOVATION	0	15000	15000	0
095001470777	MIRMOW FIELD REN/SCRBD	0	0	0	50000
095001470778	RESURFACE TENNIS COURTS	0	3000	3000	2000
095001470781	ANGEL OF HOPE	995	2000	2000	2000
095001470922	ARTS CENTER REPAIRS	5,000	5000	9000	25000
095001470951	TRF TO STEVENSON AUD.	0	0	0	0
095001470952	CHRISTMAS DISPLAY	0	15000	0	0
095001470953	SENSORY GARDEN	0	0	0	0
095001470957	DWT PARKING LOT	55	50000	3000	50000
095001470959	FIRST NATION BANK BLDG	13,500	0	20000	20000
095001470960	SPRAY PARK	8,255	0	0	0
095001470967	CART PATHS	0	0	0	0
095001470976	ELECTRICAL SUPPLY	578	3000	0	3000
095001470977	FOUNTAINS	0	5000	5000	5000
095001470981	PLAYGROUND EQUIPMENT	0	0	0	36000
095001470982	DISC GOLF COURSE	73	3000	3000	3000
095001470984	SEABOARD/SHULER STREETS	0	20000	0	20000
095001470985	CULTURAL/REC ACTIVITIES	0	0	0	0
095001470998	HC IMPROVMENTS	0	15000	10000	0
095001470999	OUTDOOR PROMOTIONS	0	13000	18000	10000
095001480005	PROMOTIONS/MARKETING	30,427	50000	27000	80000
095001480073	TRF TO 2006 1% 099 FUND	0	0	0	0
095001480081	DOWNTOWN REVITALIZATION	25,000	25000	25000	25000
095001480082	DEBT SERVICE	342,927	342927	342927	342927
095001480105	ORANGEBURG ARTS COUNCIL	12,000	12000	12000	12000
095001480904	CONTINGENCY	6,973	20000	5000	20000
095001480906	DOWNTOWN PARKING REPAIRS	619	0	0	0
TOTAL DEPARTMENT EXPENDITURES	967,819	1,182,927	1,101,383	1,385,427	