

## FISCAL YEAR 2015-2016 BUDGET CALENDAR

ACTIVITY	DATE
BUDGET CALENDAR PRESENTED TO COUNCIL (CITY MANAGER)	DECEMBER 9, 2014
BUDGET MEMORANDUM, CALENDAR AND FORMS DISTRIBUTED TO DEPARTMENT HEADS (FINANCE DEPARTMENT)	JANUARY 12, 2015
FY 2014-2015 YEAR END REVENUE AND EXPENDITURE PROJECTIONS PREPARED (FINANCE DEPARTMENT )	FEBRUARY 9 – 13, 2015
FY 2015-2016 DEPARTMENTAL BUDGET REQUEST DUE	FEBRUARY 13, 2015
FY 2015-2016 DEPARTMENT EXPENDITURE REQUEST CONSOLIDATED AND ENTERED INTO MASTER BUDGET FILE (FINANCE DEPARTMENT)	FEBRUARY 16–20, 2015
FY 2015-2016 REVENUE PROJECTIONS PREPARED (FINANCE DEPARTMENT)	FEBRUARY 23–27, 2015
FY 2015-2016 DRAFT BUDGET REVIEWED (MANAGER AND DEPARTMENT HEADS)	MARCH 2 – 20, 2015
FY 2015-2016 REVENUE PROJECTIONS AND DEPARTMENT EXPENDITURE REQUESTS CONSOLIDATED ( FINANCE DEPARTMENT)	MARCH 23 – 27, 2015
DEPARTMENT REQUEST REVIEWED FOR ACCURACY AND JUSTIFICATION FOR REQUEST (MANAGER AND FINANCE DIRECTOR)	APRIL 6 – 10, 2015
FY 2015-2016 DRAFT BUDGET PREPARED (MANAGER AND FINANCE DIRECTOR)	APR 13 –21, 2015
1ST DRAFT OF 2015 – 2016 BUDGET DISTRIBUTED TO COUNCIL	APRIL 24, 2015
1ST DRAFT OF BUDGET PRESENTED TO BUDGET COMMITTEE	APRIL 28, 2015
REVISED BUDGET DRAFT PREPARED BY STAFF	APRIL 29 – MAY 8, 2015
BUDGET COMMITTEE MEETING (IF NECESSARY)	MAY 12, 2015
BUDGET COMMITTEE REPORT AND 1ST READING OF PROPOSED BUDGET	MAY 26, 2015
NOTICE FOR BUDGET PUBLIC HEARING PUBLISHED	MAY 21, 2015
FINAL 2015-2016 BUDGET PREPARED BY STAFF	MAY 27 – JUNE 5, 2015
FINAL BUDGET DISTRIBUTED TO COUNCIL	JUNE 9, 2015
PUBLIC HEARING AND FINAL READING OF THE 2015-2016 BUDGET	JUNE 9, 2015

**CITY OF WALTERBORO**  
**FY 2015-2016 BUDGET**  
**SUMMARY SHEET BY CATEGORY**

06/09/15

LINE ITEM	APPROVED FY 2014- 2015 BUDGET AS AMENDED	FY 2015-2016 DEPARTMENT REQUEST	FY2015-2016 MANAGER'S RECOMMENDATION	FY 2015-2016 COUNCIL APPROVED
<b><u>BEGINNING FUND BALANCE</u></b>				
UTILITY FUND	\$ 1,183,806	\$ 1,126,510	\$ 1,126,510	\$ 1,126,510
<b>BEGINNING BALANCE TOTAL</b>	<b>\$ 1,183,806</b>	<b>\$ 1,126,510</b>	<b>\$ 1,126,510</b>	<b>\$ 1,126,510</b>
<b><u>REVENUE</u></b>				
UTILITY FUND	\$ 3,353,000	\$ 3,362,200	\$ 3,517,738	\$ 3,517,738
<b><u>EXPENDITURES</u></b>				
<b>WATER</b>				
PERSONNEL	\$ 378,969	\$ 418,755	\$ 426,870	\$ 426,870
OPERATING	\$ 383,182	\$ 391,720	\$ 362,595	\$ 362,595
CAPITAL	\$ 25,000	\$ 84,700	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 787,151</b>	<b>\$ 895,175</b>	<b>\$ 789,465</b>	<b>\$ 789,465</b>
<b>UTILITY SUPPORT</b>				
PERSONNEL	\$ 70,952	\$ 68,416	\$ 68,415	\$ 68,415
OPERATING	\$ 466,897	\$ 469,685	\$ 469,635	\$ 469,635
CAPITAL	\$ 6,700	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 544,549</b>	<b>\$ 538,101</b>	<b>\$ 538,050</b>	<b>\$ 538,050</b>
<b>ECONOMIC DEVELOPMENT</b>				
PERSONNEL	\$ -	\$ -	\$ -	\$ -
OPERATING	\$ -	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>SEWER</b>				
PERSONNEL	\$ 417,309	\$ 224,432	\$ 224,247	\$ 224,247
OPERATING	\$ 534,938	\$ 355,470	\$ 504,670	\$ 504,670
CAPITAL	\$ 14,100	\$ 130,000	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 966,347</b>	<b>\$ 709,902</b>	<b>\$ 728,917</b>	<b>\$ 728,917</b>
<b>SEWER SUPPORT</b>				
PERSONNEL	\$ -	\$ 306,236	\$ 305,047	\$ 305,047
OPERATING	\$ -	\$ 67,275	\$ 50,150	\$ 50,150
CAPITAL	\$ -	\$ 26,500	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ 400,011</b>	<b>\$ 355,197</b>	<b>\$ 355,197</b>
UTILITY SUPPORT TO GF	\$ 1,133,797	\$ 819,011	\$ 1,106,109	\$ 1,106,109
<b>UTILITY FUND SUBTOTAL</b>	<b>\$ 3,431,844</b>	<b>\$ 3,362,200</b>	<b>\$ 3,517,738</b>	<b>\$ 3,517,738</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 3,431,844</b>	<b>\$ 3,362,200</b>	<b>\$ 3,517,738</b>	<b>\$ 3,517,738</b>
<b><u>ENDING FUND BALANCE</u></b>				
UTILITY FUND	\$ 1,104,962	\$ 1,126,510	\$ 1,126,510	\$ 1,126,510

GRADE	JOB TITLE	SALARY RANGE		
		MINIMUM	MAXIMUM	
5	A	LABORER	\$ 18,886	\$ 30,763
6	A	EQUIPMENT OPERATOR	\$ 20,187	\$ 32,883
6	B	TRUCK DRIVER	\$ 20,187	\$ 32,883
6	C	RECEPTIONIST	\$ 20,187	\$ 32,883
6	D	UNCERTIFIED WATER/SEWER TECHNICIAN	\$ 20,187	\$ 32,883
6	E	SKILLED LABORER	\$ 20,187	\$ 32,883
6	F	PARK ATTENDANT	\$ 20,187	\$ 32,883
7	A	CLERK/CASHIER	\$ 21,490	\$ 35,005
8	A	POLICE - COMMUNICATIONS TECHNICIANS	\$ 22,794	\$ 37,128
8	B	POLICE-CRIMINAL INFORMATION COORDINATOR	\$ 22,794	\$ 37,128
8	C	VICTIM/WITNESS ADVOCATE	\$ 22,794	\$ 37,128
8	D	SANITATION DRIVER	\$ 22,794	\$ 37,128
8	E	DEPARTMENT SECRETARY	\$ 22,794	\$ 37,128
8	F	LAB TECH OPERATOR	\$ 22,794	\$ 37,128
8	G	CERTIFIED WATER/SEWER TECHNICIAN	\$ 22,794	\$ 37,128
9	A	SENIOR ACCOUNTS/ PAYABLE CLERK	\$ 24,092	\$ 39,243
9	B	SENIOR EQUIPMENT OPERATOR	\$ 24,092	\$ 39,243
10	A	COMMERCIAL SANITATION DRIVER	\$ 25,399	\$ 41,372
10	B	MECHANIC	\$ 25,399	\$ 41,372
10	C	FIREFIGHTER	\$ 25,399	\$ 41,372
11	A	CHIEF MECHANIC	\$ 26,698	\$ 43,489
11	B	DRIVER OPERATOR	\$ 26,698	\$ 43,489
12	A	CODE ENFORCEMENT OFFICER	\$ 28,004	\$ 45,615
13	A	HUMAN RESOURCES SPECIALIST	\$ 29,306	\$ 47,736
13	B	PUBLIC WORKS/STREET/PARKS SUPERVISOR	\$ 29,306	\$ 47,736
13	C	EXECUTIVE SECRETARY/CITY CLERK	\$ 29,306	\$ 47,736
13	E	MUNICIPAL COURT CLERK	\$ 29,306	\$ 47,736
13	F	POLICE PATROL OFFICER	\$ 29,306	\$ 47,736
13	G	FIRE CAPTAIN	\$ 29,306	\$ 47,736
13	H	FIRE ENGINEER - INSPECTOR	\$ 29,306	\$ 47,736
15	A	WATER/SEWER UTILITY FOREMAN	\$ 31,908	\$ 51,975
15	C	POLICE/PUBLIC SAFETY OFFICER	\$ 31,908	\$ 51,975
15	D	POLICE CORPORAL	\$ 31,908	\$ 51,975
15	E	FINANCE OFFICE MANAGER	\$ 31,908	\$ 51,975
16	A	POLICE SERGEANT	\$ 33,212	\$ 54,099
17	A	POLICE/PUBLIC SAFETY CORPORAL	\$ 34,512	\$ 56,216
17	B	DRIVER OPERATOR/PUBLIC SAFETY OFFICER	\$ 34,512	\$ 56,216
17	C	FIRE INSPECTOR/TRAINING OFFICER	\$ 34,512	\$ 56,216
18	A	POLICE/PUBLIC SAFETY SERGEANT	\$ 35,892	\$ 58,464
18	B	POLICE/FIRE CAPTAIN	\$ 35,892	\$ 58,464
19	A	POLICE/PUBLIC SAFETY LUITENANT	\$ 37,328	\$ 60,803
20	A	POLICE/PUBLIC SAFETY CAPTAIN	\$ 38,421	\$ 62,583
20	B	CITY BUILDING OFFICIAL	\$ 38,421	\$ 62,583
20	C	STREET SUPERINTENDENT	\$ 38,421	\$ 62,583
20	D	POLICE MAJOR	\$ 38,421	\$ 62,583
21	A	WASTEWATER TREATMENT PLANT SUPERINTENDENT	\$ 39,959	\$ 65,089
22	A	PUBLIC SAFETY MAJOR	\$ 41,024	\$ 66,824
24	A	DEPUTY POLICE CHIEF	\$ 44,373	\$ 72,279
27	A	PARKS DIRECTOR	\$ 47,560	\$ 77,470
27	B	DIRECTOR OF PLANNING & CODES	\$ 47,560	\$ 77,470
28	B	TOURISM DIRECTOR	\$ 48,841	\$ 79,556
30	A	UTILITIES DIRECTOR	\$ 51,443	\$ 83,795
31	A	FIRE CHIEF	\$ 52,985	\$ 86,307
31	B	PUBLIC SAFETY DIRECTOR	\$ 52,985	\$ 86,307
34	A	DIRECTOR OF FINANCE AND ADMINISTRATION	\$ 56,652	\$ 92,279
34	B	PUBLIC WORKS DIRECTOR	\$ 56,652	\$ 92,279

		SALARY STEPS 2015-2016									
GRADE	BEGIN	STEP 1	STEP 1.5	STEP 2	STEP 2.5	STEP 3	STEP 3.5	STEP 4	STEP 4.5	STEP 5	
5	\$ 18,886	\$ 19,830	\$ 20,326	\$ 20,822	\$ 21,342	\$ 21,863	\$ 22,410	\$ 22,956	\$ 23,530	\$ 24,104	
6	20,187	21,197	21,727	22,256	22,813	23,369	23,953	24,538	25,151	25,765	
7	21,490	22,564	23,128	23,692	24,285	24,877	25,499	26,121	26,774	27,427	
8	22,794	23,933	24,532	25,130	25,758	26,386	27,046	27,706	28,398	29,091	
9	24,092	25,297	25,929	26,561	27,225	27,889	28,587	29,284	30,016	30,748	
10	25,399	26,668	27,335	28,002	28,702	29,402	30,137	30,872	31,644	32,416	
11	26,698	28,033	28,734	29,435	30,171	30,907	31,679	32,452	33,263	34,075	
12	28,004	29,404	30,139	30,874	31,646	32,418	33,228	34,038	34,889	35,740	
13	29,306	30,771	31,541	32,310	33,118	33,925	34,774	35,622	36,512	37,403	
14	30,476	32,000	32,800	33,600	34,440	35,280	36,162	37,044	37,970	38,896	
15	31,908	33,504	34,341	35,179	36,058	36,938	37,861	38,785	39,754	40,724	
16	33,212	34,873	35,745	36,616	37,532	38,447	39,408	40,370	41,379	42,388	
17	34,512	36,238	37,143	38,049	39,001	39,952	40,951	41,949	42,998	44,047	
18	35,892	37,687	38,629	39,571	40,560	41,550	42,588	43,627	44,718	45,808	
19	37,328	39,194	40,174	41,154	42,183	43,212	44,292	45,372	46,507	47,641	
20	38,421	40,342	41,350	42,359	43,418	44,477	45,589	46,701	47,868	49,036	
21	39,959	41,957	43,006	44,055	45,156	46,257	47,414	48,570	49,785	50,999	
22	41,024	43,076	44,152	45,229	46,360	47,491	48,678	49,865	51,112	52,359	
23	42,666	44,799	45,919	47,039	48,215	49,391	50,626	51,861	53,157	54,454	
24	44,373	46,592	47,757	48,921	50,145	51,368	52,652	53,936	55,284	56,633	
25	46,147	48,454	49,666	50,877	52,149	53,421	54,757	56,092	57,494	58,897	
26	46,174	48,483	49,695	50,907	52,180	53,453	54,789	56,125	57,528	58,932	
27	47,560	49,938	51,186	52,435	53,746	55,057	56,433	57,809	59,255	60,700	
28	48,841	51,283	52,565	53,847	55,193	56,539	57,953	59,366	60,850	62,334	
29	50,304	52,819	54,140	55,460	56,847	58,233	59,689	61,145	62,673	64,202	
30	51,443	54,015	55,365	56,716	58,134	59,552	61,040	62,529	64,092	65,656	
31	52,985	55,634	57,025	58,416	59,877	61,337	62,870	64,404	66,014	67,624	
32	54,575	57,304	58,737	60,169	61,673	63,178	64,757	66,336	67,995	69,653	
33	55,352	58,119	59,572	61,025	62,551	64,077	65,678	67,280	68,962	70,644	
34	56,652	59,484	60,971	62,458	64,020	65,581	67,221	68,860	70,582	72,303	

NOTE:\* The above chart for 2015-2016 has been calculated with a 2% COLA.

SALARY STEPS 2014-2015										
GRADE	STEP 5.5	STEP 6	STEP 6.5	STEP 7	STEP 7.5	STEP 8	STEP 8.5	STEP 9	STEP 9.5	STEP 10
5	\$ 24,707	\$ 25,309	\$ 25,942	\$ 26,575	\$ 27,239	\$ 27,903	\$ 28,601	\$ 29,299	\$ 30,031	\$ 30,763
6	26,409	27,053	27,729	28,405	29,116	29,826	30,571	31,317	32,100	32,883
7	28,113	28,798	29,518	30,238	30,994	31,750	32,544	33,338	34,171	35,005
8	29,818	30,546	31,309	32,073	32,875	33,677	34,518	35,360	36,244	37,128
9	31,517	32,286	33,093	33,900	34,747	35,595	36,485	37,375	38,309	39,243
10	33,226	34,037	34,887	35,738	36,632	37,525	38,463	39,402	40,387	41,372
11	34,926	35,778	36,673	37,567	38,506	39,446	40,432	41,418	42,453	43,489
12	36,634	37,527	38,466	39,404	40,389	41,374	42,408	43,443	44,529	45,615
13	38,338	39,273	40,255	41,237	42,267	43,298	44,381	45,463	46,600	47,736
14	39,869	40,841	41,862	42,883	43,955	45,027	46,153	47,279	48,461	49,643
15	41,742	42,760	43,829	44,898	46,021	47,143	48,322	49,500	50,738	51,975
16	43,448	44,507	45,620	46,733	47,901	49,069	50,296	51,523	52,811	54,099
17	45,148	46,249	47,405	48,562	49,776	50,990	52,265	53,539	54,878	56,216
18	46,954	48,099	49,301	50,504	51,766	53,029	54,355	55,680	57,072	58,464
19	48,832	50,023	51,274	52,524	53,837	55,151	56,529	57,908	59,356	60,803
20	50,262	51,487	52,775	54,062	55,413	56,765	58,184	59,603	61,093	62,583
21	52,274	53,549	54,888	56,226	57,632	59,038	60,513	61,989	63,539	65,089
22	53,668	54,977	56,351	57,725	59,169	60,612	62,127	63,642	65,233	66,824
23	55,815	57,177	58,606	60,035	61,536	63,037	64,613	66,189	67,844	69,499
24	58,049	59,464	60,951	62,438	63,999	65,559	67,198	68,837	70,558	72,279
25	60,369	61,842	63,388	64,934	66,557	68,180	69,885	71,589	73,379	75,169
26	60,405	61,878	63,425	64,972	66,596	68,221	69,926	71,632	73,422	75,213
27	62,217	63,735	65,328	66,922	68,595	70,268	72,024	73,781	75,626	77,470
28	63,893	65,451	67,087	68,724	70,442	72,160	73,964	75,768	77,662	79,556
29	65,807	67,412	69,097	70,783	72,552	74,322	76,180	78,038	79,989	81,940
30	67,297	68,938	70,662	72,385	74,195	76,005	77,905	79,805	81,800	83,795
31	69,315	71,005	72,780	74,555	76,419	78,283	80,240	82,197	84,252	86,307
32	71,395	73,136	74,964	76,793	78,713	80,632	82,648	84,664	86,781	88,897
33	72,411	74,177	76,031	77,885	79,833	81,780	83,824	85,869	88,015	90,162
34	74,111	75,918	77,816	79,714	81,707	83,700	85,793	87,885	90,082	92,279

NOTE:\* The above chart for 2015-2016 has been calculated with a 2% COLA.

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
2013-2016 REVENUE**

	2012-2013	2013-2014	2013-2014 YTD (PR8)	2014-2015 BUDGETED	2014-2015 YTD (PR8)	PROJECTED 2014-2015 YEAR END	2014-2015 PROJECTED VS BUDGETED	2015-2016 RECOMMENDED REVENUE
<b>WATER</b>								
WATER SALES & PENALTIES	1,879,856	1,967,190	1,313,793	2,000,000	1,345,918	2,000,000	0	2,097,427
WATER SRV CHRGTAPS	86,017	90,855	57,111	83,000	60,887	84,000	1,000	87,000
WATER MISC/INTEREST	5,143	3,732	2,859	3,000	4,928	7,000	4,000	3,000
WATER ENVIR TESTING	24,589	24,568	16,363	24,600	16,204	24,600	0	24,600
<b>TOTAL WATER</b>	<b>\$ 1,995,605</b>	<b>\$ 2,086,345</b>	<b>\$ 1,390,126</b>	<b>\$ 2,110,600</b>	<b>\$ 1,427,937</b>	<b>\$ 2,115,600</b>	<b>\$ 5,000</b>	<b>\$ 2,212,027</b>
<b>SEWER</b>								
SEWER SALES & PENALTIES	1,108,368	1,145,203	750,852	1,175,000	792,649	1,180,000	5,000	1,238,111
SEWER TAPS/SEPTIC DMPG	50,674	47,043	31,862	40,000	31,248	48,000	8,000	50,000
SEWER MISC/INTEREST/ANA	179	6,665	818	100	5	100	0	100
SEWER ENV TESTING	17,547	17,490	11,647	17,500	11,622	17,500	0	17,500
REIMBURSEMENT GRANT	0	0	0	9,800	0	14,000	4,200	0
<b>TOTAL SEWER</b>	<b>\$ 1,176,768</b>	<b>\$ 1,216,401</b>	<b>\$ 795,179</b>	<b>\$ 1,242,400</b>	<b>\$ 835,524</b>	<b>\$ 1,259,600</b>	<b>\$ 17,200</b>	<b>\$ 1,305,711</b>
<b>TOTAL UTILITY FUND REVENUE</b>	<b>\$ 3,172,373</b>	<b>\$ 3,302,746</b>	<b>\$ 2,185,305</b>	<b>\$ 3,353,000</b>	<b>\$ 2,263,461</b>	<b>\$ 3,375,200</b>	<b>\$ 22,200</b>	<b>\$ 3,517,738</b>





**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
PERSONNEL OPERATING BUDGET**

7/2/2015

<b>DEPARTMENT: WATER</b>		
<b>PERSONNEL LINE ITEMS</b>		
<b>SALARIES</b>		
CIVILIAN	\$	277,778
SWORN		
<b>SUBTOTAL</b>		<b>\$ 277,778</b>
<b>OVERTIME</b>		
CIVILIAN	\$	15,000
SWORN		
<b>SUBTOTAL</b>		<b>\$ 15,000</b>
<b>OTHER PAY</b>		
CIVILIAN	\$	5,000
SWORN		
<b>SUBTOTAL</b>		<b>\$ 5,000</b>
<b>SOCIAL SECURITY</b>		<b>\$ 22,780</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 10,450</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$	32,934
SWORN		
<b>SUBTOTAL</b>		<b>\$ 32,934</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES		9
EIP (primary health insurance)	\$	53,917
Medical Bridge Hospitalization (Colonial)	\$	1,037
Employee Assistance Program (First Sun)	\$	324
Medical Employee Reimbursement Program (MERP)	\$	7,650
		<b>\$ 62,928</b>
<b>TOTAL</b>		<b>\$ 426,870</b>

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING REQUEST**

7/2/2015

<b>DEPARTMENT: WATER</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2014-2015 BUDGETED</b>	<b>2014-2015 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>(11) TRAINING</b>	2,000	730	2,000	1,500	1,500
Rural Water/WPCA Workshops/DHEC certs					
<b>(12) TRAVEL</b>	700	1,217	1,000	1,000	1,000
<b>(13) AWARDS &amp; CLAIMS</b>	250	202	0	0	0
reimbursement for damage caused by City					
<b>(14) MEDICAL EXPENSE</b>	0	300	625	400	400
Wellness prevention/drug tests					
<b>(15) MEMBERSHIP &amp; DUES</b>	860	750	860	860	860
Rural Water/WPCA/ SC Cert Board					
<b>(16) OFFICE SUPPLIES</b>	500	418	700	700	700
pens, paper, copier, etc.					
<b>(17) POSTAGE</b>	450	0	450	450	450
stamps					
<b>(18) PUBLIC NOTICE</b>	0	0	500	500	500
<b>(19) ELECTRICITY</b>	110,000	58,548	106,000	106,000	106,000
Coastal Electric/SCE&G					
<b>(23) TELEPHONE</b>	2,500	1,821	3,600	3,600	3,600
Palmetto Rural/Verizon					
<b>(26) Building Maintenance</b>	4,600	640	5,000	2,500	2,500

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING REQUEST**

7/2/2015

<b>DEPARTMENT: WATER</b>					
LINE ITEM DESCRIPTION	2014-2015 BUDGETED	2014-2015 YTD ACTUAL	DEPARTMENT REQUESTED	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
(29) SUPPLIES	5,200	1,949	5,000	5,000	5,000
(30) Contractual Services	0	0	0	0	0
(33) TIRES	2,350	713	2,000	2,000	2,000
(34) GAS & OIL	22,000	8,573	20,000	20,000	20,000
(35) VEHICLE EXPENSE	3,000	1,533	4,000	4,000	4,000
(38) TOOLS & SMALL EQU addtl handheld for mtr reads	8,500	112	11,400	6,500	6,500
(40) UNIFORMS	3,500	1,957	3,900	3,900	3,900
(41) VEHICLE INSURANCE	6,000	6,056	6,100	6,100	6,100
(46) INSURANCE WELLS	12,500	11,993	12,500	12,500	12,500
(47) EQUIP. REPAIR PUMP motor rewinds/pump repair electrical repair to pumps	7,000	1,706	7,000	5,000	5,000
(48) EQUIP REPAIR OTHER repairs to tractor/machine work/repairs to mud hog	7,000	1,719	7,000	7,000	7,000
(49) EQUIP. REPAIR CL. injectors/rotor meter/repair kits for regs/cl2 leak detect 4 scales and 3 detectors	10,000	0	10,000	6,000	6,000
(57) WATERFALL	2,500	0	1,000	1,000	1,000

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING REQUEST**

7/2/2015

<b>DEPARTMENT: WATER</b>					
LINE ITEM DESCRIPTION	2014-2015 BUDGETED	2014-2015 YTD ACTUAL	DEPARTMENT REQUESTED	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
<b>(60) CHEMICALS</b> Van Waters & Rogers CL	10,000	5,297	10,800	10,800	10,800
<b>(64) STREET &amp; SIDEWALK</b> concrete/crusher run	5,000	0	4,000	4,000	4,000
<b>(69) SAFE DRINKING WATER ACT FEE</b> SCDHEC/CCR	23,400	12,050	23,400	23,400	23,400
<b>(87) LEGAL EXPENSE</b>	1,500	0	0	0	0
<b>(107) T/S TO EQUIP REPLACEMENT</b>	0	0	0	0	0
<b>(305) WATER SYS COST</b>	75,000	37,745	75,000	60,000	60,000
<b>(311) TANK MAINTENANCE</b> add clean out for Buzz Aldrin	56,872	27,035	67,885	67,885	67,885
<b>(324) FIRE HYDRANTS</b> (10) fire hydrants/hydrant valves/hydro stop valves	0	0	0	0	0
<b>TOTAL</b>	<b>383,182</b>	<b>183,064</b>	<b>391,720</b>	<b>362,595</b>	<b>362,595</b>



**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 CAPITAL REQUEST JUSTIFICATION**

7/2/2015

<b>DEPARTMENT:</b>	<i>Water Department</i>
<b>ITEM:</b>	<i>Waterfall Handrail</i>
<b>COST:</b>	<i>\$20,000.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<input type="checkbox"/> SCHEDULED REPLACEMENT	
<input type="checkbox"/> PRESENT EQUIPMENT OBSOLETE	
<input type="checkbox"/> TO EXPAND SERVICE	
<input type="checkbox"/> NEW OPERATION	
<input checked="" type="checkbox"/> TO INCREASE SAFETY	X
<input type="checkbox"/> TO SAVE LABOR COST	
<input type="checkbox"/> OTHER	X
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>Replacement of the iron handrail at the downtown plaza.</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<i>There are safety concerns because of the deterioration of the railing</i>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	

**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 CAPITAL REQUEST JUSTIFICATION**

7/2/2015

<b>DEPARTMENT:</b>	<i>Water Department</i>
<b>ITEM:</b>	<i>Excavator</i>
<b>COST:</b>	<i>\$50,000.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<input type="checkbox"/> SCHEDULED REPLACEMENT	
<input type="checkbox"/> PRESENT EQUIPMENT OBSOLETE	
<input type="checkbox"/> TO EXPAND SERVICE	
<input type="checkbox"/> NEW OPERATION	
<input type="checkbox"/> TO INCREASE SAFETY	
<input type="checkbox"/> TO SAVE LABOR COST	
<input type="checkbox"/> OTHER	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	

**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 CAPITAL REQUEST JUSTIFICATION**

7/2/2015

<b>DEPARTMENT:</b>	<i>Water Department</i>
<b>ITEM:</b>	<i>Air Compressor</i>
<b>COST:</b>	<i>\$14,700.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
SCHEDULED REPLACEMENT	
PRESENT EQUIPMENT OBSOLETE	<b>X</b>
TO EXPAND SERVICE	
NEW OPERATION	
TO INCREASE SAFETY	
TO SAVE LABOR COST	
OTHER	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>This equipment is used for tap installation and concrete/pavement removal.</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<i>Parts cannot be purchased for the present equipment.</i>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	





**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 PERSONNEL OPERATING BUDGET**

7/2/2015

**DEPARTMENT: UTILITY SUPPORT**

PERSONNEL LINE ITEMS		LINE ITEM TOTAL
<b>SALARIES</b>		
CIVILIAN	\$ 44,054	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 44,054</b>
<b>OVERTIME</b>		
CIVILIAN		
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ -	
SWORN	\$ -	
<b>SUBTOTAL</b>		<b>\$ -</b>
		<b>\$ 3,370</b>
<b>SOCIAL SECURITY</b>		
		<b>692</b>
<b>WORKERS COMPENSATION</b>		
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 4,872	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 4,872</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	2	
EIP (primary health insurance)	\$ 13,424	
Medical Bridge Hospitalization (Colonial)	\$ 230	
Employee Assistance Program (First Sun)	\$ 72	
Medical Employee Reimbursement Program (MERP)	\$ 1,700	
		<b>\$ 15,426</b>
<b>TOTAL</b>		<b>\$ 68,415</b>

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET OPERATING REQUEST**

7/2/2015

<b>DEPARTMENT: UTILITY SUPPORT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2014-2015 BUDGETED</b>	<b>2014-2015 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11 TRAINING</b>	100	0	100	100	100
MASC/SEMINARS/WORKSHOPS					
<b>12 TRAVEL</b>	100	0	100	100	100
Rooms/meals/mileage					
<b>14 MEDICAL EXPENSE</b>	0	0	50	0	0
Wellness prevention					
<b>15 MEMBERSHIP &amp; DUES</b>	25	0	50	50	50
<b>#US 16 OFFICE SUPPLIES</b>	2,500	857	3,000	3,000	3,000
Meter service orders/receipt books envelopes/checks/paper/ribbons/misc & (2) chairs					
<b>#US 17 Postage</b>	22,000	9,153	22,500	22,500	22,500
Printing/mailing of water & delinq bills					
<b>#US 23 TELEPHONE</b>	50	16	50	50	50
internet/credit card lines					
<b>#US 30 CONTRACTUAL SERVICES</b>	10,700	4,078	10,000	10,000	10,000
QS1/Mastermeter/Sensus					
<b># US 80 Audit</b>	12,000	12,000	12,000	12,000	12,000
<b>101 Credit Card Expense</b>	1,600	1,600	1,600	1,600	1,600
credit card swipe fees					
<b>#366 Water/Sewer rehab - SRF</b>	183,364	60,613	183,364	183,364	183,364
<b>371 - 2011A Refi Bells Hwy</b>	24,578	12,479	22,880	22,880	22,880
<b>372 - 2011B Refi Bells Hwy</b>	209,880	106,996	213,991	213,991	213,991
<b>TOTAL</b>	<b>466,897</b>	<b>207,792</b>	<b>469,685</b>	<b>469,635</b>	<b>469,635</b>







**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
PERSONNEL OPERATING BUDGET**

7/2/2015

<b>DEPARTMENT: SEWER</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 127,651	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 127,651</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 23,000	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 23,000</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ 4,160	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 4,160</b>
		<b>\$ 11,843</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 3,710</b>
<b>WORKERS COMPENSATION</b>		
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 17,122	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 17,122</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	4	
EIP (primary health insurance)	\$ 32,756	
Medical Bridge Hospitalization (Colonial)	\$ 461	
Employee Assistance Program (First Sun)	\$ 144	
Medical Employee Reimbursement Program (MERP)	\$ 3,400	
		<b>\$ 36,761</b>
<b>TOTAL</b>		<b>\$ 224,247</b>

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING BUDGET**

<b>DEPARTMENT: SEWER</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2014-2015 BUDGETED</b>	<b>2014-2015 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>(11) TRAINING</b>	1,100	0	1,100	800	800
SC Environmental/WPCA Confer Training workshop					
<b>(12) TRAVEL</b>	750	0	500	500	500
Reimbursement for travel meeting workshops, & conf.					
<b>(13) AWARDS &amp; CLAIMS</b>	100	250	0	0	0
Small Claims					
<b>(14) MEDICAL EXPENSE</b>	0	415	600	600	600
Wellness prevention/Hep B/drug tst					
<b>(15) MEMBERSHIP &amp; DUES</b>	400	0	400	400	400
Water Env. Fed./SC Brd of Cert Water Pollution					
<b>(16) OFFICE SUPPLIES</b>	500	135	500	500	500
<b>(17) POSTAGE</b>	450	385	400	400	400
<b>(19) ELECTRICITY</b>	165,000	75,167	162,000	162,000	162,000
<b>(23) TELEPHONE</b>	6,382	2,943	6,100	6,100	6,100
<b>(26) BUILDING MAINTENANCE</b>	6,000	1,926	6,000	4,000	4,000
replace light					
<b>(27) BLDG/MOB EQUIP INSUR</b>	8,225	8,157	8,160	8,160	8,160
<b>(29) SUPPLIES</b>	7,500	4,153	7,500	7,500	7,500
<b>(30) CONTRACTURAL SERVICES</b>	0	0	0	0	0
engineering for sludge handling					

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING BUDGET**

<b>DEPARTMENT: SEWER</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2014-2015 BUDGETED</b>	<b>2014-2015 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>(33) TIRES</b> Trucks/Freightliner/tractors	3,000	1,841	3,000	3,000	3,000
<b>(34) GAS &amp; OIL</b> Unleaded (1,200)/Oil (b) Diesel (660 gal.)/Off road fuel	21,000	9,241	19,000	19,000	19,000
<b>(35) VEHICLE EXPENSE</b>	2,000	1,877	3,000	3,000	3,000
<b>(38) TOOLS &amp; SMALL EQU.</b>	5,300	543	5,000	3,000	3,000
<b>(40) UNIFORMS</b>	2,832	1,902	3,800	3,800	3,800
<b>(41) VEHICLE INSURANCE</b> Spreader/tractor/crane truck/ Pickups/dump truck/Freightliner	3,340	3,509	3,510	3,510	3,510
<b>(47) EQUIPMENT REPAIR</b>	41,000	37,906	51,000	41,000	41,000
<b>(60) CHEMICALS</b>	24,200	8,962	23,500	23,500	23,500
<b>(63) INFLUENT METAL SAMPLNG</b> 12 toxicis & \$675/metal samples Pickup service/testing for land app Macroivert samp/NPDES renewal	33,000	11,881	27,000	27,000	27,000
<b>(70) LAB SUPPLIES</b> replace sampler	7,100	7,015	7,900	7,900	7,900
<b>(71) SCDHEC</b> NPDES permit fee/lab cert fee	2,700	2,205	2,500	2,500	2,500
<b>(72) ANNUAL LEASE PAY.</b> spray field	3,000	3,000	3,000	3,000	3,000

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING BUDGET**

<b>DEPARTMENT: SEWER</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2014-2015 BUDGETED</b>	<b>2014-2015 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>(74) SLUDGE &amp; DISPOSAL</b>	65,000	16,913		168,500	168,500
TCLP sludge/Soil & metal samples					
Rye grass winter cover/lime					
<b>(79) EMPLOYEE LEASING</b>	82,059	41,030	0	0	0
<b>(87) LEGAL EXPENSE</b>	0	4,200	0	0	0
<b>(107) EQUIP REPLACE FUND</b>	0	0	0	0	0
<b>(305) SYSTEM COST</b>	13,000	0	10,000	5,000	5,000
spare pumps					
<b>(404) SEWER SYSTEM COST</b>	30,000	9,402		0	0
<b>TOTAL</b>	<b>534,938</b>	<b>254,958</b>	<b>355,470</b>	<b>504,670</b>	<b>504,670</b>



**CITY OF WALTERBORO  
FY 2015-2016  
CAPITAL REQUEST JUSTIFICATION**

7/2/2015

<b>DEPARTMENT:</b>	<i>Sewer Department</i>
<b>ITEM:</b>	<i>Sewer Service Connection (Beaver)</i>
<b>COST:</b>	<i>\$50,000.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<input type="checkbox"/> <b>SCHEDULED REPLACEMENT</b>	
<input type="checkbox"/> <b>PRESENT EQUIPMENT OBSOLETE</b>	
<input type="checkbox"/> <b>TO EXPAND SERVICE</b>	
<input type="checkbox"/> <b>NEW OPERATION</b>	
<input type="checkbox"/> <b>TO INCREASE SAFETY</b>	
<input type="checkbox"/> <b>TO SAVE LABOR COST</b>	
<input type="checkbox"/> <b>OTHER</b>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>To connect the newly installed gravity sewer along Thunderbolt Drive to the sewer service for "Beaver".</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<i>This facility is connected to a pump station owned and maintained by the City of Walterboro.</i>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	

CITY OF WALTERBORO  
 FY 2015-2016  
 CAPITAL REQUEST JUSTIFICATION

7/2/2015

<b>DEPARTMENT:</b>	<i>Sewer Department</i>
<b>ITEM:</b>	<i>Lift Station Rehab (Country Club)</i>
<b>COST:</b>	<i>\$80,000.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<b>SCHEDULED REPLACEMENT</b>	
<b>PRESENT EQUIPMENT OBSOLETE</b>	<input checked="" type="checkbox"/>
<b>TO EXPAND SERVICE</b>	
<b>NEW OPERATION</b>	
<b>TO INCREASE SAFETY</b>	
<b>TO SAVE LABOR COST</b>	<input checked="" type="checkbox"/>
<b>OTHER</b>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	





**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 PERSONNEL OPERATING BUDGET**

7/2/2015

<b>DEPARTMENT: SEWER SUPPORT</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 201,452	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 201,452</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 16,000	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 16,000</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ -	
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		<b>\$ 16,635</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 7,563</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 24,050	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 24,050</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	5	
EIP (primary health insurance)	\$ 34,342	
Medical Bridge Hospitalization (Colonial)	\$ 575	
Employee Assistance Program (First Sun)	\$ 180	
Medical Employee Reimbursement Program (MERP)	\$ 4,250	
		<b>\$ 39,347</b>
<b>TOTAL</b>		<b>\$ 305,047</b>

**CITY OF WALTERBORO  
FY 2015-2016 BUDGET  
OPERATING BUDGET**

<b>DEPARTMENT: SEWER SUPPORT</b>				
<b>LINE ITEM DESCRIPTION</b>	<b>2013-2014 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
(11) TRAINING	0	300	300	300
(12) TRAVEL	0	200	200	200
(13) AWARDS & CLAIMS Small Claims	0	200	200	200
(14) MEDICAL EXPENSE Wellness prevention/hep B/drug tst	0	325	200	200
(15) MEMBERSHIP & DUES	0	200	200	200
(16) OFFICE SUPPLIES	0	100	100	100
(17) POSTAGE	0	50	50	50
(23) TELEPHONE	0	1,500	1,500	1,500
(29) SUPPLIES	0	500	500	500
(33) TIRES	0	3,000	3,000	3,000
(34) GAS & OIL	0	10,000	10,000	10,000
(35) VEHICLE EXPENSE	0	5,000	3,000	3,000
(38) TOOLS & SMALL EQU.	0	500	500	500
(40) UNIFORMS	0	1,300	1,300	1,300
(41) VEHICLE INSURANCE	0	3,900	3,900	3,900
(47) EQUIPMENT REPAIR	0	10,000	5,000	5,000
(79) EMPLOYEE LEASING	0	0	0	0



**CITY OF WALTERBORO  
 FY 2015-2016 BUDGET  
 CAPITAL REQUEST FORM**

7/2/2015

<b>DEPARTMENT: SEWER SUPPORT</b>			
<b>DESCRIPTION OF ITEM</b>	<b>DEPARTMENT REQUEST</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
Intermediate SUV	26,500	0	0
<b>TOTAL</b>	26,500	0	0

**CITY OF WALTERBORO  
FY 2015-2016  
CAPITAL REQUEST JUSTIFICATION**

7/2/2015

<b>DEPARTMENT:</b>	<i>Sewer Support</i>
<b>ITEM:</b>	<i>Intermediate SUV</i>
<b>COST:</b>	<i>\$26,500.00</i>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<input checked="" type="checkbox"/> SCHEDULED REPLACEMENT	<input checked="" type="checkbox"/>
<input type="checkbox"/> PRESENT EQUIPMENT OBSOLETE	<input type="checkbox"/>
<input type="checkbox"/> TO EXPAND SERVICE	<input type="checkbox"/>
<input type="checkbox"/> NEW OPERATION	<input type="checkbox"/>
<input type="checkbox"/> TO INCREASE SAFETY	<input type="checkbox"/>
<input type="checkbox"/> TO SAVE LABOR COST	<input type="checkbox"/>
<input type="checkbox"/> OTHER	<input type="checkbox"/>
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>Vehicle for Public Works Director</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<i>By 2005 Ford Explorer</i>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<i>Due to age and maintenance problems</i>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>	
<i>State Contract</i>	

