

FISCAL YEAR 2011-2012 BUDGET CALENDAR

ACTIVITY	DATE
BUDGET CALENDAR PRESENTED TO COUNCIL (CITY MANAGER)	FEBRUARY 8, 2011
BUDGET MEMORANDUM, CALENDAR AND FORMS DISTRIBUTED TO DEPARTMENT HEADS (FINANCE DEPARTMENT)	FEBRUARY 14, 2011
FY <u>2010-2011</u> YEAR END REVENUE AND EXPENDITURE PROJECTIONS PREPARED (FINANCE DEPARTMENT)	MARCH 1-11, 2011
FY 2011-2012 DEPARTMENTAL BUDGET REQUEST DUE	MARCH 14, 2011
FY 2011-2012 DEPARTMENT EXPENDITURE REQUEST CONSOLIDATED AND ENTERED INTO MASTER BUDGET FILE (FINANCE DEPARTMENT)	MARCH 21 – 25, 2011
FY 2011-2012 REVENUE PROJECTIONS PREPARED (FINANCE DEPARTMENT)	MARCH 21 – 25, 2011
DEPARTMENT REQUEST REVIEWED FOR ACCURACY AND JUSTIFICATION FOR REQUEST (MANAGER AND FINANCE DIRECTOR)	MARCH 28 – APR 1, 2011
FY 2011-2012 REVENUE PROJECTIONS AND DEPARTMENT EXPENDITURE REQUEST CONSOLIDATED (FINANCE DEPARTMENT)	MARCH 28 –APR 1, 2011
FY 2011-2012 DRAFT BUDGET REVIEWED BY (MANAGER AND FINANCE DIRECTOR)	APR 4 – 8, 2011
FY 2011-2012 DRAFT BUDGET PREPARED BY (MANAGER AND DEPARTMENT HEADS)	APR 11 – 20, 2011
1ST DRAFT OF 2011 – 2012 BUDGET DISTRIBUTED TO COUNCIL WITH THE AGENDA PACKAGE	APRIL 21, 2011
1ST DRAFT OF BUDGET PRESENTED TO BUDGET COMMITTEE	APRIL 26, 2011
REVISED BUDGET DRAFT PREPARED BY STAFF	APRIL 27 – MAY 5, 2011
BUDGET COMMITTEE MEETING (IF NECESSARY)	MAY 10, 2011
BUDGET COMMITTEE REPORT AND 1ST READING OF PROPOSED BUDGET	MAY 24, 2011
NOTICE FOR BUDGET PUBLIC HEARING PUBLISHED	MAY 27, 2011
FINAL 2011-2012 BUDGET PREPARED BY STAFF	MAY 25 – JUNE 6, 2011
FINAL BUDGET DISTRIBUTED WITH COUNCIL AGENDA	JUNE 10, 2011
PUBLIC HEARING AND FINAL READING OF THE 2011-2012 BUDGET	JUNE 14, 2011

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
SUMMARY SHEET BY CATEGORY**

7/13/2011

LINE ITEM	APPROVED FY 2010-2011 BUDGET AS AMENDED	FY 2011-2012 DEPARTMENT REQUEST	FY2011-2012 MANAGER'S RECOMMENDATION	FY 2011-2012 COUNCIL APPROVED
<u>REVENUE</u>				
GENERAL FUND	6,918,953	5,552,986	7,489,431	7,387,710
<u>EXPENDITURES</u>				
CITY COUNCIL				
PERSONNEL	\$ 156,165	\$ 124,209	\$ 121,813	\$ 119,392
OPERATING	\$ 91,850	\$ 136,200	\$ 136,200	\$ 147,200
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 248,015	\$ 260,409	\$ 258,013	\$ 266,592
CITY MANAGER				
PERSONNEL	\$ 164,929	\$ 157,690	\$ 164,712	\$ 165,697
OPERATING	\$ 28,150	\$ 28,100	\$ 22,100	\$ 22,100
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 193,079	\$ 185,790	\$ 186,812	\$ 187,797
FINANCE				
PERSONNEL	\$ 185,403	\$ 287,943	\$ 288,683	\$ 286,301
OPERATING	\$ 224,600	\$ 45,050	\$ 163,240	\$ 113,709
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 410,003	\$ 332,993	\$ 451,923	\$ 400,010
PUBLIC WORKS				
PERSONNEL	\$ 626,579	\$ 590,797	\$ 592,515	\$ 587,886
OPERATING	\$ 560,875	\$ 590,270	\$ 608,231	\$ 596,877
CAPITAL	\$ -	\$ 250,343	\$ 191,043	\$ 191,043
SUBTOTAL	\$ 1,187,454	\$ 1,431,410	\$ 1,391,789	\$ 1,375,806
PLANNING & CODES				
PERSONNEL	\$ 225,954	\$ 204,404	\$ 208,505	\$ 206,728
OPERATING	\$ 30,612	\$ 41,654	\$ 38,247	\$ 37,724
CAPITAL	\$ -	\$ 17,000	\$ 17,000	\$ 17,000
SUBTOTAL	\$ 256,566	\$ 263,058	\$ 263,752	\$ 261,452
JUDICIAL				
PERSONNEL	\$ 132,206	\$ 127,493	\$ 124,142	\$ 123,103
OPERATING	\$ 39,416	\$ 43,392	\$ 42,142	\$ 41,916
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 171,622	\$ 170,885	\$ 166,284	\$ 165,019
PUBLIC SAFETY				
PERSONNEL	\$ 2,412,369	\$ 2,387,585	\$ 2,395,302	\$ 2,380,003
OPERATING	\$ 516,947	\$ 535,478	\$ 493,632	\$ 482,649
CAPITAL	\$ 170,404	\$ 528,000	\$ 102,500	\$ 102,500
SUBTOTAL	\$ 3,099,720	\$ 3,451,063	\$ 2,991,434	\$ 2,965,152

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
SUMMARY SHEET BY CATEGORY**

7/13/2011

LINE ITEM	APPROVED FY 2010-2011 BUDGET AS AMENDED	FY 2011-2012 DEPARTMENT REQUEST	FY2011-2012 MANAGER'S RECOMMENDATION	FY 2011-2012 COUNCIL APPROVED
SANITATION				
PERSONNEL	\$ 233,875	\$ 236,942	\$ 232,708	\$ 231,036
OPERATING	\$ 270,164	\$ 288,616	\$ 292,496	\$ 287,434
CAPITAL	\$ -	\$ 183,500	\$ 183,500	\$ 183,500
SUBTOTAL	\$ 504,039	\$ 709,058	\$ 708,704	\$ 701,970
PARKS				
PERSONNEL	\$ 264,714	\$ 314,081	\$ 315,492	\$ 312,986
OPERATING	\$ 58,975	\$ 137,377	\$ 139,109	\$ 137,657
CAPITAL	\$ 5,000	\$ 33,586	\$ 33,586	\$ 33,586
SUBTOTAL	\$ 328,689	\$ 485,044	\$ 488,187	\$ 484,229
NON DEPARTMENTAL	\$ 130,930	\$ 102,030	\$ 189,900	\$ 189,900
RESERVE ACCOUNTS	\$ 405,000	\$ 251,000	\$ 249,000	\$ 249,000
TOURISM				
PERSONNEL	\$ 94,808	\$ 93,425	\$ 100,733	\$ 99,883
OPERATING	\$ 49,600	\$ 54,900	\$ 42,900	\$ 40,900
SUBTOTAL	\$ 144,408	\$ 148,325	\$ 143,633	\$ 140,783
TOTAL ALL EXPENDITURES	\$ 7,079,525	\$ 7,791,065	\$ 7,489,431	\$ 7,387,710
BALANCE	\$ (160,572)	\$ (2,238,079)	\$ -	\$ -

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
2008-2012 REVENUE**

	2008-2009	2009-2010 BUDGETED	2009-2010 YTD (PR8)	2009-2010	2010-2011 BUDGETED	2010-2011 YTD (PR8)	PROJECTED 2010-2011 YEAR END	2010-2011 PROJECTED VS BUDGETED	2011-2012 RECOMMENDED REVENUE
GENERAL FUND									
PROPERTY TAX (OPERATING - 1,553,684)	1,337,971	1,412,600	876,876	1,415,097	1,350,000	1,135,116	1,415,000	65,000	1,553,684
FINES + FEES	359,869	170,600	69,424	136,605	150,000	121,055	200,000	50,000	200,000
STATE SHARED REVENUE	160,530	141,000	64,361	134,627	119,986	58,282	116,560	(3,426)	100,772
BUSINESS LICENSE & FRANCHISE	1,950,618	1,975,000	145,002	1,909,357	2,120,000	208,803	2,000,000	(120,000)	2,000,000
PERMITS	31,083	35,000	29,741	44,490	40,000	25,173	35,000	(5,000)	37,000
MISCELLANEOUS	112,956	120,000	67,650	93,309	90,000	50,475	55,000	(35,000)	55,000
SOLID WASTE COLLECTION FEE	411,721	420,000	260,575	389,379	440,000	280,925	424,000	(16,000)	440,000
LOST REVENUE	1,168,830	1,100,000	664,375	1,125,772	1,170,000	655,517	1,125,000	(45,000)	1,106,000
VICTIM ASSISTANCE FUND	21,500	20,000	0	20,000	20,000	-	20,000	0	20,000
TRANSFER FROM UTILITY FUND	886,135	1,186,785	593,392	1,186,785	1,238,967	619,484	1,238,967	0	1,348,516
COPS (138,729)/DRUG (118,150) DATA CARDS (14,500)/USDA (75,359)	0	0	0	0	0	0	0	0	346,738
LOCAL HOSPITALITY TRANSFER	0	0	0	0	90,000	45,000	90,000	0	90,000
LOCAL ATAX TRANSFER	0	0	0	0	90,000	45,000	90,000	0	90,000
GENERAL FUND TOTALS	6,441,213	6,580,985	2,771,396	6,455,421	6,918,953	3,244,830	6,809,527	(109,426)	7,387,710

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: CITY COUNCIL		
PERSONNEL LINE ITEMS		
SALARIES		
CIVILIAN	\$	68,957
SWORN		
SUBTOTAL		\$ 68,957
OVERTIME		
CIVILIAN	\$	-
SWORN		
SUBTOTAL		\$ -
OTHER PAY		
CIVILIAN	\$	-
SWORN	\$	-
SUBTOTAL		\$ -
SOCIAL SECURITY		\$ 5,275
WORKERS COMPENSATION		\$ 4,803
STATE RETIREMENT		
CIVILIAN	\$	6,475
SWORN		
SUBTOTAL		\$ 6,475
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	8	
EIP		\$ 26,565
MERP		\$ 6,800
EAP		\$ 180
MEDBRIDGE		\$ 336
TOTAL		\$ 119,392

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING BUDGET**

7/13/2011

DEPARTMENT: CITY COUNCIL					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
10-011 Training	17,947	10,000	10,000	10,000	7,500
Retreat, MASC, LAD, MISC					
NLC (1) & (2)					
10-012 Travel	30,173	30,000	30,000	30,000	27,500
Retreat, MASC, LAD, MISC					
NLC (1) & (2)					
10-013 Awards & Claims	0	100	200	200	200
10-015 Membership & Dues	3,666	3,750	4,000	4,000	4,000
MASC, NLC					
10-021 Christmas Reception	7,884	8,000	10,000	10,000	9,000
Boards and Commissions Recept					
Misc. Receptions					
BBQ Employee Lunch					
10-030 Contractural Services	0	0	67,000	67,000	67,000
City attorney retainer, legal expense, consulting services					
10-043 Retainer City	33,620	25,000	0	0	0
Moved to contractural services					
10-055 Mayor & Council Exp.	15,250	15,000	15,000	15,000	12,000
Postage, printing, flowers, gifts, plaquest, advertising, misc					
10-087 Legal Expense					
Moved to contractural services	0	0	0	0	0
10-115 Bucks in the Boro	19,456	0	0	0	20,000
Totals	127,996	91,850	136,200	136,200	147,200

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: CITY MANAGER		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 124,257	
SWORN		
SUBTOTAL		\$ 124,257
OVERTIME		
CIVILIAN		
SWORN		
SUBTOTAL		\$ -
OTHER PAY		
CAR ALLOWANCE	\$ 6,000	
SWORN	\$ -	
SUBTOTAL		\$ 6,000
SOCIAL SECURITY		
		\$ 9,965
WORKERS COMPENSATION		
		\$ 1,628
STATE RETIREMENT		
CIVILIAN	\$ 12,231	
SWORN		
SUBTOTAL		\$ 12,231
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	2	
EIP		\$ 9,787
MERP		\$ 1,700
EAP		\$ 45
MEDBRIDGE		\$ 84
TOTAL		\$ 165,697

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING BUDGET**

7/13/2011

DEPARTMENT: CITY MANAGER					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
10 CAR ALLOWANCE	6,000	6,000	6,000	0	0
11 TRAINING	1,053	2,000	2,000	2,000	2,000
Misc meetings, books, mags, software, clerical training					
12 TRAVEL	2,156	5,000	4,000	4,000	4,000
MFOCTA, NLC (1) & (2)					
MASC, LAD, SCCMA (1) & (2)					
ICMA, MISC					
15 MEMBERSHIP DUES	1,171	850	1,000	1,000	1,000
SCCCMA, ICMA, LCAA,					
16 OFFICE SUPPLIES	5,709	4,000	4,000	4,000	4,000
Computer upgrades, copier expense & paper, misc letterhead/envelopes					
17 POSTAGE	556	600	600	600	600
23 TELEPHONE	6,703	6,200	7,000	7,000	7,000
GTE/mobiles 583 x 12 mos.					
30 CONTRACTURAL SERVICE	5,980	2,000	2,500	2,500	2,500
34 GAS & OIL	1,448	1,500	1,000	1,000	1,000
TOTAL	30,776	28,150	28,100	22,100	22,100

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: FINANCE		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 207,561	
SWORN		
SUBTOTAL		\$ 207,561
OVERTIME		
CIVILIAN		
SWORN		
SUBTOTAL		\$ -
OTHER PAY		
CIVILIAN	\$ -	
SWORN	\$ -	
SUBTOTAL		\$ -
SOCIAL SECURITY		
		\$ 15,878
WORKERS COMPENSATION		
		\$ 3,533
STATE RETIREMENT		
CIVILIAN	\$ 19,490	
SWORN		
SUBTOTAL		\$ 19,490
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	5	
EIP		\$ 35,266
MERP		\$ 4,250
EAP		\$ 113
MEDBRIDGE		\$ 210
TOTAL		\$ 286,301

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING BUDGET**

7/13/2011

DEPARTMENT: FINANCE					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
111 Training	510	1,200	1,500	1,500	1,500
MASC mtgs, seminars, workshops					
112 Travel	1,547	2,000	2,000	2,000	2,000
Meals/mileage					
113 Awards & Claims	549	400	400	400	400
Flowers, Plants					
115 Membership & Dues	844	800	1,000	1,000	1,000
SCGFOA/GFOA/BLOA/MASC NEWSPAPERS					
116 Office Supplies	6,257	5,000	5,000	5,000	5,000
Printing/Toner/Stationary/Envelope W-2/1099's/Subscriptions/Copy Paper/Ribbons/copies/Vouchers					
117 Postage	3,839	3,200	4,000	4,000	4,000
Stamped Envelopes/Stamps					
118 Public Notices	563	200	600	600	600
Bus Lic/Job Announ/Misc					
120 Tort Ins & Bond Coverage	112,286	115,000		53,659	53,659
1/2 premium 01/12 - 06/12					
123 Telephone	1,010	1,000	1,400	1,400	1,400
Mobiles/internet/long distance credit card line					
126 Building Maintenance	0	1,000	1,000	1,000	1,000
129 Supplies	407	400	400	400	400
130 Contractual Services	6,604	6,100	6,750	6,750	6,750
QS1 hardware \$2060/soft \$3600 Lanier \$1,075					
179 Employee Leasing	70,700	70,700	0	0	0
Finance Director					
180 Audit	16,935	16,000	16,000	16,000	16,000
Annual Audit 09-10					
187 Legal Expense	213	0	0	0	0
192 Tuition Reimbursement	0	0	3,000	3,000	3,000
101 Credit Card Expense	1,200	1,600	2,000	2,000	2,000
(\$500x12/FIN,US,JUD)					
ANNEX RENNOVATION (PAINT)	0	0	0	15,000	15,000
TOTAL	223,464	224,600	45,050	113,709	113,709

CITY OF WALTERBORO
 FY 2011-2012
 PERSONNEL OPERATING BUDGET

7/13/2011

DEPARTMENT: PUBLIC WORKS		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 403,476	
SWORN		
SUBTOTAL		\$ 403,476
OVERTIME		
CIVILIAN	\$ 16,000	
SWORN		
SUBTOTAL		\$ 16,000
OTHER PAY		
CIVILIAN	\$ -	
SWORN	\$ -	
SUBTOTAL		\$ -
SOCIAL SECURITY		
		\$ 32,090
WORKERS COMPENSATION		
		\$ 29,032
STATE RETIREMENT		
CIVILIAN	\$ 36,045	
SWORN	\$ -	
SUBTOTAL		\$ 36,045
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	15	
EIP		\$ 57,524
MERP		\$ 12,750
EAP		\$ 338
MEDBRIDGE		\$ 630
TOTAL		
		\$ 587,886

CITY OF WALTERBORO
 FY 2011-2012
 OPERATING BUDGET

7/13/2011

DEPARTMENT: PUBLIC WORKS						
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED	
(11) TRAINING	390	900	900	900	900	900
CEU'S-wastewater						
safety seminars						
Engineering Seminars						
(12) TRAVEL	0	200	200	200	200	200
travel for training, etc.						
(13) AWARDS & CLAIMS	424	500	500	500	500	500
to pay small damage claims						
filed against the City						
(14) MEDICAL EXPENSE	363	700	800	800	800	800
Non wc bandages &						
medication first aid, drug testing,						
and Flu shots						
(15) MEMBERSHIP & DUES	261	300	300	300	300	300
dues & membership in						
APWA, wastewater renewal						
(16) OFFICE SUPPLIES	26	100	100	100	100	100
Computer supplies, paper						
Notebook, pads, time book						
Pens, pencils etc						
(17) POSTAGE	15	50	50	50	50	50
shipping & mailing						
(18) PUBLIC NOTICE	0	250	250	250	250	250
notices of public hearings,						
garbage, etc						
(22) ALARM SYSTEM	852	1,000	1,500	1,500	1,500	1,500
burglar alarm-City shop						
(23) TELEPHONE	5,960	7,200	7,200	7,200	7,200	7,200
cellular phones						
telephone-City shop						
agreement tele. Mainte.						
(25) JANITORIAL SUPPLIES	2,043	1,500	1,800	1,800	1,800	1,800
handsoap, tissue, towels						
cleaners disinfect, mops						
and brooms etc.						
(26) BLDG. MAINTENANCE	10,571	12,500	26,000	26,000	26,000	26,000
floor clea, strip wax, pest cont,						
htg & air, carpet clean/twice yr						
elevator maintenance						
chairs/carpet for Council Chamb						

**CITY OF WALTERBORO
FY 2011-2012
OPERATING BUDGET**

7/13/2011

DEPARTMENT: PUBLIC WORKS					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
(27) BLDG. INSURANCE 1/2 premium 01/12 - 06/12	7,816	8,600		6,550	6,550
(29) SUPPLIES Downtown Lights, welding supp mechanic shop supplies, gloves goggles, hoses, belts, rainsuits sewer related items misc. photo film, batteries, lumber for barricades downtown trash containers safety shoes	10,928	12,000	12,000	12,000	12,000
(30) CONTRACTURAL SERV engineer cost for possible upcoming projects	14	20,000	20,000	20,000	20,000
(31) GROUNDS MAINTEN. Brd of Disability-Main St	20,215	22,000	22,000	22,000	22,000
(33) TIRES replace & repair tires	8,604	8,000	8,000	8,000	8,000
(34) GAS & OIL	52,966	50,000	50,000	50,000	50,000
(35) VEHICLE EXPENSE outside shops, parts batteries, lights, filters	6,437	10,000	10,000	10,000	10,000
(38) TOOLS & SMALL EQ. small equipment (Items that are less than \$5000), tools	2,143	2,500	2,500	2,500	2,500
(39) EQUIPMENT REPAIR large equip.-sweeper, sewer cleaner, grapple truck small equip, lawnmowers, chainsaws, etc.	17,592	20,000	20,000	20,000	20,000
(40) UNIFORMS provided to employees	5,050	4,000	4,000	4,000	4,000
(41) VEHICLE INSURANCE 1/2 premium 01/12 - 06/12	22,524	25,000		3,815	3,815
(64) STREET & SIDEWALK maint.-crushed limestone, concrete, tree trim & removal sidewalk replacement & rep.	12,330	9,500	9,500	34,500	34,500
(66) EQUIP. RENTAL for emergency equip. rental	0	250	250	250	250

CITY OF WALTERBORO
 FY 2011-2012
 CAPITAL REQUEST JUSTIFICATION

7/13/2011

DEPARTMENT:	<i>PUBLIC WORKS</i>	
ITEM:	<i>Street Sweeper</i>	
COST:	<i>\$164,300.00</i>	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" 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	<input type="checkbox"/>	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>To provide adequate continuous service and enhance our ability to keep streets clean.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>Performed by a 2001 regenerate air sweeper that is in poor condition. The present unit will be kept as a backup.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>To keep our streets presentable.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Amick Equipment Co.</i>		

CITY OF WALTERBORO
 FY 2011-2012
 CAPITAL REQUEST JUSTIFICATION

7/13/2011

DEPARTMENT:	PUBLIC WORKS	
ITEM:	<i>Trash Truck w/dump body</i>	
COST:	\$72,000.00	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" 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	<input type="checkbox"/>	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>To provide continuous and adequate yard trash service to the City residents.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>By a 1999 truck in poor condition</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>To provide continuous and adequate yard trash service.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Amick Equipment Co.</i>		

CITY OF WALTERBORO
 FY 2011-2012
 CAPITAL REQUEST JUSTIFICATION

7/13/2011

DEPARTMENT:	PUBLIC WORKS	
ITEM:	<i>Mid-size extended cab pickup</i>	
COST:	\$17,000.00	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" 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	<input type="checkbox"/>	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>To be used by our on call person.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>By a 2001 pickup in poor condition</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>To provide dependable on call service</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>State Contract</i>		

**CITY OF WALTERBORO
2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: PLANNING & CODES		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 154,922	
SWORN		
SUBTOTAL		\$ 154,922
OVERTIME		
CIVILIAN	\$ 3,000	
SWORN		
SUBTOTAL		\$ 3,000
OTHER PAY		
CIVILIAN	\$ -	
SWORN	\$ -	
SUBTOTAL		\$ -
SOCIAL SECURITY		\$ 12,081
WORKERS COMPENSATION		\$ 2,898
STATE RETIREMENT		
CIVILIAN	\$ 14,829	
SWORN		
SUBTOTAL		\$ 14,829
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	4	
EIP		\$ 15,340
MERP		\$ 3,400
EAP		\$ 90
MEDBRIDGE		\$ 168
TOTAL		\$ 206,728

**CITY OF WALTERBORO
2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: PLANNING & CODES					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
11 TRAINING	1,499	1,500	1,500	1,500	1,500
Coastal Code SBCCI					
FEMA Training, SBCCI Annual					
National Electrical Code					
12 TRAVEL	676	2,000	2,000	2,000	2,000
Meetings					
Miscellaneous (food, materials)					
SBCCI Meeting Lodging					
3 @ \$100 plus tax					
15 MEMBERSHIP DUES	47	250	250	250	250
SBCCI/FEMA, Coastal SC					
International Code					
16 OFFICE SUPPLIES	20,817	5,500	15,000	13,000	13,000
Paper, pens, pads, forms, misc					
Code books and copier useage					
software					
17 POSTAGE	860	800	1,000	1,000	1,000
Stamps and certified					
18 PUBLIC NOTICES	1,159	1,000	500	500	500
23 TELEPHONE	1,512	1,200	1,500	1,500	1,500
Mobiles, web, fax & maint cost					
29 SUPPLIES	659	500	500	500	500
30 CONTRACTURAL SER	41	0	0	0	0
33 TIRES	210	400	500	500	500
34 GAS & OIL	4,630	4,500	4,500	3,750	3,750
35 VEHICLE EXPENSE	1,453	2,500	2,500	750	750
39 EQUIPMENT REPAIRS	175	500	500	500	500
41 VEHICLE INSURANCE	2,239	2,500		570	570
1/2 premium 01/12 - 06/12					
89 LEGAL EXPENSE	6,233	0	0	0	0
92 TUITION REIMBURSEMENT	0	3,000	3,000	3,000	3,000
107 EQUIP REPLACE FUND	4,637	4,462	8,404	8,404	8,404
TOTAL	46,847	30,612	41,654	37,724	37,724

**CITY OF WALTERBORO
 FY 2011-2012 BUDGET
 CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	PLANNING & CODES	
ITEM:	<i>Intermediate Size Pickup Truck</i>	
COST:	\$17,000	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT		
PRESENT EQUIPMENT OBSOLETE	X	
TO EXPAND SERVICE		
NEW OPERATION		
TO INCREASE SAFETY		
TO SAVE LABOR COST		
OTHER		
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Building Official</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>2000 Cheverolet S-10 pickup truck.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>To replace old truck which is costley to maintain.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Local dealership estimate (Walterboro Motor Sales)</i>		

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: JUDICIAL		
PERSONNEL LINE ITEMS		
SALARIES		
CIVILIAN	\$	90,530
SWORN		
SUBTOTAL		\$ 90,530
OVERTIME		
CIVILIAN		
SWORN		
SUBTOTAL		\$ -
OTHER PAY		
CIVILIAN	\$	-
SWORN	\$	-
SUBTOTAL		\$ -
SOCIAL SECURITY		\$ 6,926
WORKERS COMPENSATION		\$ 2,898
STATE RETIREMENT		
CIVILIAN	\$	8,501
SWORN		
SUBTOTAL		\$ 8,501
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	3	
EIP		\$ 11,505
MERP		\$ 2,550
EAP		\$ 68
MEDBRIDGE		\$ 126
TOTAL		\$ 123,103

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING BUDGET**

7/13/2011

DEPARTMENT: JUDICAL					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
550-011 TRAINING	865	1,200	1,200	1,200	1,200
SUMMARY COURT - STAFF					
SUMMARY COURT - JUDGE					
550-012 TRAVEL	2,436	4,000	4,000	3,000	3,000
SUMMARY COURT - STAFF/JUDGES					
NEW REQ MTGS FOR STAFF/JDGS					
550-013 AWARDS & CLAIMS	25	0	100	100	100
550-015 MEMBERSHIP DUES	350	300	300	300	300
MASC/SCSCJA					
550-016 OFFICE SUPPLIES	2,974	2,000	2,000	2,000	2,000
copies/paper/ticket cards/pens/stamps					
550-017 POSTAGE	1,889	2,400	5,000	5,000	5,000
increased due to jury & nrvc mail					
550-023 TELEPHONE	2,239	2,200	2,200	2,200	2,200
internet/long distance/credit card line					
550-029 SUPPLIES	160	500	500	250	250
WEST LAW UPDATES					
OTHER COURT RESEARCH PUBS					
550-030 CONTRACTURAL SERVICES	2,927	2,500	2,700	2,700	2,700
QS1 software					
550-079 EMPLOYEE LEASING	24,116	22,516	23,192	23,192	22,966
(2)ASSOCIATE JUDGES					
550-087 LEGAL EXPENSE	94	200	200	200	200
JURY DUTY/SPANISH INTERPRETER					
GUARDIAN/COURT APPOINTMENTS					
101 Credit Card Expense	1,200	1,600	2,000	2,000	2,000
(\$500x12/FIN,US,JUD)					
TOTAL	39,275	39,416	43,392	42,142	41,916

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: PUBLIC SAFETY		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 211,247	
SWORN	\$ 1,332,360	
SUBTOTAL		\$ 1,543,607
OVERTIME		
CIVILIAN	\$ 17,000	
SWORN	\$ 72,000	
SUBTOTAL		\$ 89,000
OTHER PAY		
CIVILIAN	\$ 6,000	
SWORN	\$ 60,570	
SUBTOTAL		\$ 66,570
SOCIAL SECURITY		\$ 129,987
WORKERS COMPENSATION		\$ 105,051
STATE RETIREMENT		
CIVILIAN	\$ 21,996	
SWORN	\$ 168,906	
SUBTOTAL		\$ 190,902
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	46	
EIP		\$ 212,816
MERP		\$ 39,100
EAP		\$ 1,038
MEDBRIDGE		\$ 1,932
TOTAL		\$ 2,380,003

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: PUBLIC SAFETY					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
711-TRAINING	2,367	4,500	4,500	4,500	4,500
Chiefs Assoc. train./Southern					
Police Inst./Comm. Policing/IACP/					
SPCA Assoc./Misc/Public Safety					
Training					
712-TRAVEL	2,147	2,500	2,500	2,500	2,500
Investigations/Prisoner trans./school/					
seminars/mtgs/SCCJA/IACP conf/					
SCPCA mtgs/evid to SLED/misc/					
Public Safety Travel					
713-AWARDS & CLAIMS	1,525	250	500	500	500
Emp perf awards/reserve awards/emp					
safety awards/donations/flowers/					
host SCPCA conf/misc					
715-MEMBERSHIP & DUES	1,400	1,200	1,200	1,200	1,200
City directory/SCLEO subscript					
Professional member dues:					
SCPCA/IACP/IAPE/IALE Firearms/					
USPCA/renewal of Domain of Amer					
(every 5 yrs)					
716 - OFFICE SUPPLIES	183	700	5,000	5,000	5,000
clips/fasteners/binders/staples/prntr					
toner/fax toner/self inking stamps/					
pens/pencils/pads					
717-POSTAGE/SHIPPING	563	800	800	800	800
718-PUBLIC NOTICES	295	200	250	250	250
Legal notices/Newspaper ads					
719 - ELECTRICITY	9,073	6,500	10,000	9,000	9,000
723-TELEPHONE SERVICES	13,890	11,700	13,500	13,500	13,500
Alltel/SC Net/Verizon/Verizon S					
S C NET (LONG DISTANCE)					
726 - BUILDING MAINTENANCE	1,800	1,200	2,500	2,500	2,500
729-SUPPLIES	21,963	30,000	25,000	25,000	25,000
Ammo for train/batteries/clean supp					
for bloodborne path/comp law supp/					
paper/stationary/envelopes/packing					
material/folders/film(35mm)/mug cam					
vhs video (cars)/hand cleaner/gloves/					
law supp ledgers/lumber/mat for bldg					
repair/med supp/misc supplies/oc					
pepper spray/3 tasers/fire foam					
bunker gear/taser cart/computers/					
730-CONTRACTUAL	23,991	45,436	35,000	35,000	35,000
Palmetto 800/700-800mz radio sys/					
Emer man/emer generator maint/					
Carter Elec cont/Annt sat dish fee/					
internet/Xerox/misc/Police Central/					
SLED/NCIC computer system					
new striping/video surv equip(lease)					

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: PUBLIC SAFETY					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
732 - VOLUNTEER EXPENSE	6,418	7,500	7,500	7,000	7,000
Volunteer firemen					
733-TIRES	10,277	6,000	6,500	6,500	6,500
734-GAS AND OIL	103,106	80,000	95,000	95,000	95,000
735-VEHICLE EXPENSES	71,527	50,000	50,000	50,000	50,000
738-TOOLS AND SMALL EQUIP	916	23,440	23,500	7,700	7,700
Replacement/maint equip/commun drug team 4,050					
739-EQUIPMENT REPAIRS	1,528	1,600	2,000	2,000	2,000
Camera/digital (still & video) lights on unit & other emer lights/ radar units/recording device/ sunscreen test devices/veh vid units fire hose					
740-POLICE UNIFORMS	14,773	14,550	20,000	20,000	20,000
Bike uniform/shoes/civilian clothing dispatcher unif/uniforms for new hire/misc repairs to unif/clean prod for unif/replacements unif, badges, boots, shoes, jackets/reserve off unif, badges & equip Khaki unif for new hire as req by SCCJA -- 2 sets each replac unif clothing allowance for det & vic adv					
741-VEHICLE INSURANCE	61,956	74,000		11,900	11,900
1/2 premium 01/12 - 06/12					
742-RADIO SERVICES	10,296	6,500	6,500	6,500	6,500
Misc repairs not covered by contract radio batteries/UHF antenna replac/ radio service - fire radios/pagers					
745-CANINE UNIT	528	800	800	800	800
Cert/food/DHEC lic/vet/supplies					
753-PRISONER CARE	8,475	1,000	14,000	1,000	1,000
Juvenile care					
756-CRIME PREVENTION	2,389	2,000	2,500	2,500	2,500
Crime Aware prog/Home & Prop Protect prog/Neigh Watch prog					
787-LEGAL EXPENSE	586	600	500	500	500
789-INVESTIGATIVE EXPENSE	2,244	2,000	2,500	2,500	2,500
Evid bags, jars, pouches, tags, tape, fingerprint lift tape and pads/misc supp for digi cam					
790-DEBT SERVICE	30,699	22,803	22,803	22,803	22,803
Police cars					

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: PUBLIC SAFETY					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
791-TESTING AND EVALUATIONS	833	1,200	1,200	1,200	1,200
Police exams/drug screen/physical exams/psycho exams					
792-TUITION REIMBURSEMENT	5,094	4,500	4,500	0	0
College tuition and books					
793-PRINTING & FORMS	1,128	1,000	1,000	1,000	1,000
Booking reports/evid forms/parking citations/state citations/stationary warning tickets					
794-CONTINGENCY	0	1,000	1,000	1,000	1,000
Drug buy money/informant exp & pay lodging, food & transp					
795 - PHYSICALS	7,260	7,600	8,000	8,000	8,000
New hires for public safety					
796 - FIRE PREVENTION	1,918	2,000	2,000	2,000	2,000
107 T/S TO EQUIP REPLACEMENT FUND	68,445	90,868	151,925	121,996	121,996
531 - BULLET PROOF VEST PROGRAM	3,000	3,000	3,000	3,000	3,000
628 - PERSONAL PROTECT GEAR	6,363	8,000	8,000	8,000	8,000
TOTAL	498,956	516,947	535,478	482,649	482,649

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	<i>Public Safety</i>	
ITEM:	<i>Pumper Truck with Equipment</i>	
COST:	<i>\$300,000</i>	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" type="checkbox"/>	
PRESENT EQUIPMENT OBSOLETE	<input checked="" type="checkbox"/>	
TO EXPAND SERVICE		
NEW OPERATION		
TO INCREASE SAFETY	<input checked="" type="checkbox"/>	
TO SAVE LABOR COST		
OTHER		
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Purchase a new pumper truck for the fire department</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>With a 1989 pumper truck.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>Constant repair and taking the pumper out of service for the repairs. Normal schedule replacement of the pumpers is a 20 year cycle; it coming up on 22 years.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>E-1 Fire Engines and Anderson Fire Safety and Supplies</i>		

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	<i>Walterboro Public Safety</i>	
ITEM:	<i>Ladder Truck</i>	
COST:	<i>\$350,000</i>	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT		
PRESENT EQUIPMENT OBSOLETE		
TO EXPAND SERVICE	<input checked="" type="checkbox"/>	
NEW OPERATION	<input checked="" type="checkbox"/>	
TO INCREASE SAFETY	<input checked="" type="checkbox"/>	
TO SAVE LABOR COST		
OTHER	<input checked="" type="checkbox"/>	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Purchase a used (refurbished) ladder truck.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>It is not being done now and has been recommended by ISO to help increase the ISO Rating</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>ISO inspections are normally every ten years. The last ISO inspection was October 2001</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Brindlee Mountain Fire Apparatus and Anderson Fire Safety and Supplies</i>		

**CITY OF WALTERBORO
 FY 2011-2012 BUDGET
 CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	<i>Public Safety</i>
ITEM:	<i>Fire Training Building</i>
COST:	<i>\$65,000</i>
PURPOSE OF PURCHASE	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
SCHEDULED REPLACEMENT	
PRESENT EQUIPMENT OBSOLETE	
TO EXPAND SERVICE	X
NEW OPERATION	X
TO INCREASE SAFETY	X
TO SAVE LABOR COST	
OTHER	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?	
<i>Fire and police training (hands-on)</i>	
HOW IS THE JOB PERFORMED NOW?	
<i>Simulations</i>	
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?	
<i>Recommended improvement by ISO Consultant to improve the ISO Rating. Will also provide realistic hands-on training. ISO inspections are normally every ten years. The last ISO inspection was October 2001</i>	
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?	

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	<i>Walterboro Public Safety</i>	
ITEM:	<i>Fire Pickup</i>	
COST:	<i>\$30,000</i>	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" type="checkbox"/>	
PRESENT EQUIPMENT OBSOLETE	<input checked="" type="checkbox"/>	
TO EXPAND SERVICE		
NEW OPERATION		
TO INCREASE SAFETY	<input checked="" type="checkbox"/>	
TO SAVE LABOR COST	<input checked="" type="checkbox"/>	
OTHER		
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Purchase a new pickup truck for the fire department</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>1998 Chevy Pickup truck that constantly needs maintenance and does not run properly. Check engine light stays on, Intake manifold and injectors are the latest issues.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>Replace aging equipment</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>State Contract and West Chatham Warning Devices</i>		

**CITY OF WALTERBORO
 FY 2011-2012 BUDGET
 CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	<i>Walterboro Public Safety</i>	
ITEM:	<i>2 Police Vehicles (Ford Fusions)</i>	
COST:	<i>\$83,000</i>	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT	<input checked="" type="checkbox"/>	
PRESENT EQUIPMENT OBSOLETE	<input checked="" type="checkbox"/>	
TO EXPAND SERVICE	<input type="checkbox"/>	
NEW OPERATION	<input type="checkbox"/>	
TO INCREASE SAFETY	<input type="checkbox"/>	
TO SAVE LABOR COST	<input checked="" type="checkbox"/>	
OTHER	<input type="checkbox"/>	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Replace aging police vehicles</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>With vehilces that are in constant need of repair</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>Scheduled replacement</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Ford Website (No state contract available) and West Chatham Warning Devices</i>		

**CITY OF WALTERBORO
2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: SANITATION		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 145,639	
SWORN		
SUBTOTAL		\$ 145,639
OVERTIME		
CIVILIAN	\$ 15,000	
SWORN		
SUBTOTAL		\$ 15,000
OTHER PAY		
CIVILIAN	\$ -	
SWORN	\$ -	
SUBTOTAL		\$ -
SOCIAL SECURITY		\$ 12,289
WORKERS COMPENSATION		\$ 17,159
STATE RETIREMENT		
CIVILIAN	\$ 15,084	
SWORN		
SUBTOTAL		\$ 15,084
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	5	
EIP		\$ 21,292
MERP		\$ 4,250
EAP		\$ 113
MEDBRIDGE		\$ 210
TOTAL		\$ 231,036

**CITY OF WALTERBORO
2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: SANITATION					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
(13) AWARDS & CLAIMS	64	200	200	200	200
To pay any small claims for damage by garbage truck					
(29) SUPPLIES	272	300	300	300	300
Mechanic shop supplies batteries, belts, hoses decals, notices, etc					
(33) TIRES	8,314	7,000	8,000	8,000	8,000
As needed-new on front recaps on back					
(34) GAS & OIL	24,296	24,000	25,000	25,000	25,000
11,000 gal diesel Oils & fluids					
(35) VEHICLE EXPENSE	6,448	10,000	10,000	7,500	7,500
Outside shops/parts/ Batteries, lights, misc					
(38) TOOLS & SMALL EQU	0	100	100	100	100
Mechanic tools, etc					
(39) EQUIPMENT REPAIR	2,352	2,000	2,000	2,000	2,000
Repair on equipment					
(40) UNIFORMS	1,472	1,400	1,400	1,400	1,400
(41) VEHICLE INSURANCE	15,562	17,120		3,318	3,318
1/2 premium 01/12 - 06/12					
(97) COMM DISPOSAL FEE	89,167	85,000	80,000	78,000	78,000
(107) T/S to Equipment Replacement Fund	79,680	113,044	124,116	124,116	124,116
(801) Roll Carts & Commercial Containers	8,751	10,000	37,500	37,500	37,500
TOTAL	236,378	270,164	288,616	287,434	287,434

**CITY OF WALTERBORO
2011-2012 BUDGET
CAPITAL REQUEST FORM**

7/13/2011

DEPARTMENT:	SANITATION	
ITEM:	<i>Residential Garbage Truck</i>	
COST:	\$183,500	
PURPOSE OF PURCHASE		
<small>(CHECK ONE OR MORE BOXES AS APPROPRIATE)</small>		
SCHEDULED REPLACEMENT	<input checked="" type="checkbox"/>	
PRESENT EQUIPMENT OBSOLETE		
TO EXPAND SERVICE	<input checked="" type="checkbox"/>	
NEW OPERATION		
TO INCREASE SAFETY		
TO SAVE LABOR COST		
OTHER		
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>To collect residential garbage and assist with proposed recycling effort.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>By a 2000 garbage truck in poor condition.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>To provide continuous garbage service and assist with recycling</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>Amick Equipment Co.</i>		

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: PARKS		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 218,567	
SWORN		
SUBTOTAL		\$ 218,567
OVERTIME		
CIVILIAN	\$ 5,000	
SWORN		
SUBTOTAL		\$ 5,000
OTHER PAY		
CIVILIAN	\$ -	
SWORN		
SUBTOTAL		\$ -
SOCIAL SECURITY		
		\$ 17,103
WORKERS COMPENSATION		
		\$ 6,865
STATE RETIREMENT		
CIVILIAN	\$ 20,993	
SUBTOTAL		\$ 20,993
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	10	
EIP		\$ 35,313
MERP		\$ 8,500
EAP		\$ 226
MEDBRIDGE		\$ 420
TOTAL		\$ 312,986

**CITY OF WALTERBORO
FY 2011-2012 BUDGET
OPERATING BUDGET**

7/13/2011

DEPARTMENT: PARKS					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
011 - TRAINING	460	1,500	500	500	500
012 - TRAVEL	0	250	150	150	150
013 - AWARDS & CLAIMS	919	250	150	150	150
016 - OFFICE SUPPLIES	254	100	75	75	75
017 - POSTAGE	44	50	50	50	50
019 - ELECTRICITY Shop & parks	3353	4,500	4,500	3,400	3,400
023 - TELEPHONE mobiles/phone/internet-shop	2432	2,600	2,600	2,600	2,600
026 - BUILDING MAINTENANCE	0	500	250	250	250
027 - PROPERTY INSURANCE Equipment/workshop 1/2 premium 01/12 - 06/12	208	300	200	505	505
029 - SUPPLIES	3589	3,500	3,500	3,500	3,500
030 - CONTRACTURAL SERV mulch contractor	3142	3,500	31,506	31,506	31,506
034 - GAS & OIL	8031	6,500	8,000	8,000	8,000
035 - VEHICLE EXPENSE	3654	3,800	3,800	3,800	3,800
038 - TOOLS & SMALL EQUIP	4508	5,000	5,000	5,000	5,000
039 - EQUIPMENT REPAIR	2949	2,500	2,500	2,500	2,500
040 - UNIFORMS	935	2,450	1,500	1,500	1,500
041 - VEHICLE INSURANCE (3) 1/2 premium 01/12 - 06/12	3340	3,675		1,075	1,075
067 - WATER BILLS	626	1,000	8,500	8,500	8,500
107 - T/S TO EQUIP REPLACE	0	0	4,996	4,996	4,996
110 - PLANT MATERIAL mulch for interstate exit 53 & 57	10,818	12,000	53,000	53,000	53,000
112 - CITY PARK MAINT	17,376	5,000	6,600	6,600	6,600
TOTAL	66,638	58,975	137,377	137,657	137,657

**CITY OF WALTERBORO
 FY 2011-2012 BUDGET
 CAPITAL REQUEST JUSTIFICATION**

7/13/2011

DEPARTMENT:	PARKS	
ITEM:	<i>Lawn Mower w/Edger attachment & Grass Catcher</i>	
COST:	\$12,036	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT		
PRESENT EQUIPMENT OBSOLETE	X	
TO EXPAND SERVICE	X	
NEW OPERATION		
TO INCREASE SAFETY		
TO SAVE LABOR COST	X	
OTHER		
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>We are beginning to maintain the (4) mile out areas of interstate. Bigger mower would be faster & maybe safer. We can also purchase a edger attachment which I think will help speed up our sidewalk project.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>Older mowers</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>We will take over mowing the (4) mile out areas this mowing season.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>(Grasshopper) from State Contract</i>		

**CITY OF WALTERBORO
FY 2011-2012
CAPITAL REQUEST JUSTIFICATION**

7/13/2011

DEPARTMENT:	PARKS	
ITEM:	New Truck	
COST:	\$21,550	
PURPOSE OF PURCHASE		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
SCHEDULED REPLACEMENT		
PRESENT EQUIPMENT OBSOLETE	X	
TO EXPAND SERVICE	X	
NEW OPERATION		
TO INCREASE SAFETY		
TO SAVE LABOR COST		
OTHER	X	
WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?		
<i>Take employees to job site and pull trailers. Small ranger is not big enough for all my employees.</i>		
HOW IS THE JOB PERFORMED NOW?		
<i>Using all 3 trucks. Sometimes, I have to be elsewhere. When needed, I take them and drop them off and go back and pick up. This way we can split up and go separate ways when needed.</i>		
WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?		
<i>Taking on new maintenance responsibility at interstate. Need something large enough to pull all trailers and handle all old & new employees.</i>		
WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?		
<i>State contract.</i>		

**CITY OF WALTERBORO
 FY 2011-2012 BUDGET
 PERSONNEL OPERATING BUDGET**

7/13/2011

DEPARTMENT: TOURISM DEVELOPMENT		
PERSONNEL LINE ITEMS		LINE ITEM TOTAL
SALARIES		
CIVILIAN	\$ 73,807	
SWORN		
SUBTOTAL		\$ 73,807
OVERTIME		
CIVILIAN		
SWORN		
SUBTOTAL		\$ -
OTHER PAY		
CAR ALLOWANCE	\$ 5,000	
SWORN	\$ -	
SUBTOTAL		\$ 5,000
SOCIAL SECURITY		
		\$ 6,029
WORKERS COMPENSATION		
		\$ 2,898
STATE RETIREMENT		
CIVILIAN	\$ 7,400	
SWORN	\$ -	
SUBTOTAL		\$ 7,400
HEALTH INSURANCE		
# OF ELIGIBLE EMPLOYEES	1	
EIP		\$ 3,835
MERP		\$ 850
EAP		\$ 23
MEDBRIDGE		\$ 42
TOTAL		\$ 99,883

**CITY OF WALTERBORO
2011-2012 BUDGET
OPERATING REQUEST**

7/13/2011

DEPARTMENT: TOURISM DEVELOPMENT					
LINE ITEM DESCRIPTION	2009-2010 AUDITED	2010-2011 BUDGETED	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
10 Car Allowance	5000	5,000	5,000	0	0
11 Training	455	800	800	800	800
12 Travel	1301	500	500	500	500
13 Awards & Claims	550	800	500	500	500
Familiarization					
15 Membership & Dues	357	500	500	500	500
16 Office Supplies	1885	1,500	1,000	1,000	1,000
Printing, supplies, etc.					
17 Postage	506	1,200	1,500	1,500	1,500
23 Telephone	2098	2,500	2,100	2,100	2,100
29 Supplies	5146	4,500	6,000	6,000	6,000
Calendar of Events, seed packets, tourism related supplies, press kits					
30 Contractual Services	13863	23,300	25,000	25,000	25,000
Cleaning, web site, PR media					
113 Advertising & Promotion	11918	9,000	12,000	3,000	3,000
Antiques newspaper, Comcast					
Lowcountry Guidebook					
Channel 4 tv, newspaper					
TOTAL	43,079	49,600	54,900	40,900	40,900

**CITY OF WALTERBORO
FY 2008-2015 BUDGET
GENERAL FUND DEBT SERVICE ANALYSIS**

DEBT ITEMS	DEPT. / LINE ITEM	2010-2011	2011-2012	2012-2013	2013-2014	2014- 2015	2015- 2019	2016-2017	2017-2018	2018-2019
2004 GENERAL OBLIGATION BOND	NON-1089	\$ 90,130	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NEW BOND	NON DEPT	\$ -	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000
2004-2005 LEASE Fire Truck (190,000)	FIRE-090	\$ 22,803	\$ 22,803	\$ 22,803	\$ 22,803	\$ 15,202	\$ -	\$ -	\$ -	\$ -
TOTAL CURRENT SCHEDULED DEBT		\$ 112,933	\$ 200,803	\$ 200,803	\$ 200,803	\$ 193,202	\$ 178,000	\$ 178,000	\$ 178,000	\$ 178,000

**City of Waterboro
Equipment Replacement Fund Amoritzation**

Department	Description	Fiscal Year Purchased	Purchase Amount	Replacement Cost	Expected Life	Expended Life	Remaining Life	Replacement Cost	Annual Payment	2011	2012	2013	2014	2015	2016
Plan/Codes	2009 Ford Explorer 16512	2010	\$ 19,246		5	0	5	\$ 22,311	\$ 4,462	\$ 4,462	\$ 4,462	\$ 4,462	\$ 4,462	\$ 669	\$ 689
	Intermediate size pickup	2012	\$ 17,000		5	0	5	\$ 19,708	\$ 3,942	\$ -	\$ 3,942	\$ 3,942	\$ 3,942	\$ 3,942	\$ 3,942
	Total		\$ 19,246						\$ 8,404	\$ 4,462	\$ 8,404	\$ 8,404	\$ 8,404	\$ 4,611	\$ 4,631
Public Safety	2007 Crown Vic 01789	2006	\$ 27,350		5	6	-1	\$ 31,706	\$ 6,341	\$ 951	\$ 980	\$ 1,009	\$ 1,039	\$ 1,071	\$ 1,103
	2007 Crown Vic 01790	2006	27,350		5	6	-1	31,706	6,341	951	980	1,009	1,039	1,071	1,103
	2007 Ford Taurus 33635	2006	12,500		5	6	-1	14,491	2,898	435	448	461	475	489	504
	2008 Ford Crown Vic 108711	2007	26,232		5	5	0	30,410	6,082	6,082	912	940	968	997	1,027
	2008 Ford Crown Vic 108710	2007	26,232		5	5	0	30,410	6,082	6,082	912	940	968	997	1,027
	2007 Ford Explorer 55028	2007	21,340		5	5	0	24,739	4,948	4,948	742	764	787	811	835
	2008 Ford Crown Vic 39926	2008	24,074		5	4	1	27,908	5,582	5,582	5,582	837	862	888	915
	2008 Ford Crown Vic 39924	2008	27,066		5	4	1	31,377	6,275	6,275	6,275	941	970	999	1,029
	2008 Ford Crown Vic 39925	2008	27,066		5	4	1	31,377	6,275	6,275	6,275	941	970	999	1,029
	2009 Ford Escape 19220	2009	19,220		5	3	2	22,281	4,456	4,456	4,456	4,456	668	688	709
	2009 Ford Crown Vic 100428	2009	27,089		5	3	2	31,404	6,281	6,281	6,281	6,281	942	970	999
	2009 Ford Crown Vic 100429	2009	27,089		5	3	2	31,404	6,281	6,281	6,281	6,281	942	970	999
	2010 Ford Crown Vic 116137	2010	32,953		5	2	3	38,202	7,640	7,640	7,640	7,640	7,640	1,146	1,180
	2010 Ford Crown Vic 116138	2010	32,953		5	2	3	38,202	7,640	7,640	7,640	7,640	7,640	1,146	1,180
	2011 Ford Crown Vic 121908	2011	33,474		5	1	4	38,806	7,761	7,761	7,761	7,761	7,761	7,761	1,164
	2011 Ford Crown Vic 121909	2011	33,474		5	1	4	38,806	7,761	7,761	7,761	7,761	7,761	7,761	1,164
	2001 Ford Crown Vic 121910	2011	33,474		5	1	4	38,806	7,761	7,761	7,761	7,761	7,761	7,761	1,164
	Ladder Truck	2012	350,000		15	0	15	545,289	36,353	-	36,353	36,353	36,353	36,353	36,353
	Pickup	2012	30,000		5	0	5	34,778	6,956	-	6,956	6,956	6,956	6,956	6,956
	Total		\$ 838,936						\$ 149,715	\$ 93,163	\$ 121,996	\$ 106,733	\$ 92,503	\$ 79,834	\$ 60,440
PW	Chevy 3500 Shop Trk 89114	2006	\$ 21,900		8	6	2	\$ 27,742	\$ 3,468	\$ 3,468	\$ 3,468	\$ 3,468	\$ 832	\$ 857	\$ 883
	Dump Truck (8 CY) 27746	2006	48,900		8	6	2	61,945	7,743	7,743	7,743	7,743	1,858	1,914	1,972
	Ford Ranger Ext 38033	2007	13,360		5	5	0	15,488	3,098	3,098	465	479	493	508	523
	Ford F250 crew 69224	2008	19,282		5	4	1	22,353	4,471	4,471	4,471	671	691	711	733
	New Holland backhoe 5008	2008	56,537		10	4	6	75,981	7,598	7,598	7,598	7,598	7,598	7,598	7,598
	Ncklbn Grapple F750 090553	2008	88,660		10	4	6	119,152	11,915	11,915	11,915	11,915	11,915	11,915	11,915
	09 F750 dump truck 169714	2009	60,010		8	3	5	76,019	9,502	9,502	9,502	9,502	9,502	9,502	9,502
	2009 Ford Ranger 10130	2009	13,675		5	3	2	15,853	3,171	3,171	3,171	3,171	476	490	505
	New Holland load w/tink claw	2010	101,842		10	2	8	136,867	13,687	13,687	13,687	13,687	13,687	13,687	13,687
	Street Sweeper	2012	105,000		10	0	10	141,111	14,111	-	14,111	14,111	14,111	14,111	14,111
	Trash truck w/body	2012	69,043		6	0	6	82,441	13,740	-	13,740	13,740	13,740	13,740	13,740
	Mid size ext cab pickup	2012	17,000		5	0	5	19,708	3,942	-	3,942	3,942	3,942	3,942	3,942
	Total		\$ 615,209						\$ 96,445	\$ 64,652	\$ 93,812	\$ 90,026	\$ 78,845	\$ 78,976	\$ 79,110
Sanitation	GARBAGE TRUCK 27263	2007	\$ 159,700		5	5	0	\$ 185,136	\$ 37,027	\$ 37,027	\$ 5,554	\$ 5,721	\$ 5,892	\$ 6,069	\$ 6,251
	INTERNATIONAL 47176	2008	166,664		5	4	1	193,209	38,642	38,642	38,642	5,796	5,970	6,149	6,334
	INTERNATIONAL 45735	2010	161,200		5	2	3	186,875	37,375	37,375	37,375	37,375	37,375	5,606	5,774
	Res Garbage Truck	2012	183,500		5	0	5	212,727	42,545	-	42,545	42,545	42,545	42,545	42,545
	Total		\$ 671,064						\$ 155,589	\$ 113,044	\$ 124,116	\$ 91,437	\$ 91,783	\$ 60,370	\$ 60,905
Parks	PICKUP TRUCK	2012	\$ 21,550		5	0	5	\$ 24,982	\$ 4,996	\$ -	\$ 4,996	\$ 4,996	\$ 4,996	\$ 4,996	\$ 4,996
	Total General Fund								\$ 415,149	\$ 275,321	\$ 353,325	\$ 301,596	\$ 276,531	\$ 228,786	\$ 210,082

City of Walterboro

Capital Improvements Program Schedule

FY 2012-2017

<u>DEPARTMENT</u>		<u>FY 12</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u>	<u>FY16</u>	<u>FY17</u>	<u>Funding Source</u>
PUBLIC WORKS								
Trash truck w/dump body		69,000						General Fund
Intermediate size pickup w/extended cab		17,000						General Fund
Street Sweeper		105,000						General Fund
Intermediate size pickup w/extended cab			17,500					General Fund
Small tractor w/bushhog			22,500					General Fund
Crewcab pickup (heavy duty)			23,000					Equipment Replacement Fund
Heavy duty shop truck w/utility body				25,000				Equipment Replacement Fund
Dump truck					55,000			Equipment Replacement Fund
Intermediate size pickup w/extended cab					18,000			Equipment Replacement Fund
PLANNING & CODES								
Intermediate size pickup w/ext cab		17,000						General Fund
PUBLIC SAFETY								
Pumper truck			280,000					General Fund
Fire pickup truck		30,000						General Fund
Used ladder truck		350,000						GO BOND
3 Patrol Vehicles			100,604					General Fund
Fire station renovation for ceiling in bay at station 3		7,500						General Fund
Dispatch mapping & gps			25,000					General Fund
3 Patrol Vehicles				100,604				General Fund
3 Patrol Vehicles					100,604			General Fund
Fire station renovation for training room					15,000			General Fund
3 Patrol Vehicles						100604		General Fund
SANITATION								
Residential sideload garbage truck		183,500						General Fund
Residential sideload garbage truck				190,000				General Fund
Commerical Frontload garbage truck					225,000			General Fund
Residential sideload garbage truck						195,000		Equipment Replacement Fund

City of Walterboro

Capital Improvements Program Schedule

FY 2012-2017

<u>DEPARTMENT</u>		<u>FY 12</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u>	<u>FY16</u>	<u>FY17</u>	<u>Funding Source</u>
PARKS								
Truck to expand service		21,550						General Fund
Lawnmower w/edger & catcher		12,036						General Fund
Truck to expand service			22,000					General Fund
Lawnmower to expand service			14,000					General Fund
Greenhouse & accessories			11,000					General Fund
Truck to replace F250				23,000				General Fund
New mower					14,000			General Fund
Gater (utility vehicle)					7,000			General Fund
Gater (utility vehicle)						7000		General Fund
New mower							14000	General Fund
Small tractor w/front end loader							26000	General Fund
WATER								
Trailblazer (suv)			19,000					Water Fund
Service truck w/utility body			24,150					Water Fund
Ext cab pickup					17,000			Water Fund
SEWER								
Bobcat		13,900						Water Fund
Lawnmower		8,800						Water Fund
Ext cab pickup			15,000					Water Fund
Spare pumps (foxcroft, country club, jackson, etc)			15,000					Water Fund
Backup pump repair			20,000					Water Fund
John Deere 6403 - spray field			48,000					Water Fund
Ext cab pickup			16,450					Water Fund
Ext cab pickup					17,000			Water Fund
		835,286	673,204	338,604	468,604	302,604		