

## FISCAL YEAR 2016-2017 BUDGET CALENDAR

ACTIVITY	DATE
BUDGET CALENDAR PRESENTED TO COUNCIL (CITY MANAGER)	DECEMBER 8, 2015
BUDGET MEMORANDUM, CALENDAR AND FORMS DISTRIBUTED TO DEPARTMENT HEADS (FINANCE DEPARTMENT)	JANUARY 11, 2016
FY <u>2015-2016</u> YEAR END REVENUE AND EXPENDITURE PROJECTIONS PREPARED (FINANCE DEPARTMENT )	FEBRUARY 8 – 12, 2016
FY 2016-2017 DEPARTMENTAL BUDGET REQUEST DUE	FEBRUARY 12, 2016
FY 2016-2017 DEPARTMENT EXPENDITURE REQUEST CONSOLIDATED AND ENTERED INTO MASTER BUDGET FILE (FINANCE DEPARTMENT)	FEBRUARY 15–19, 2016
FY 2016-2017 REVENUE PROJECTIONS PREPARED (FINANCE DEPARTMENT)	FEBRUARY 22–26, 2016
FY 2016-2017 DRAFT BUDGET REVIEWED (MANAGER AND DEPARTMENT HEADS)	FEB 29 – MAR 18, 2016
FY 2016-2017 REVENUE PROJECTIONS AND DEPARTMENT EXPENDITURE REQUESTS CONSOLIDATED ( FINANCE DEPARTMENT)	MARCH 21 – 25, 2016
DEPARTMENT REQUEST REVIEWED FOR ACCURACY AND JUSTIFICATION FOR REQUEST (MANAGER AND FINANCE DIRECTOR)	MAR 28 – APR 8, 2016
FY 2016-2017 DRAFT BUDGET PREPARED (MANAGER AND FINANCE DIRECTOR)	APRIL 11 –22, 2016
1ST DRAFT OF 2016 – 2017 BUDGET DISTRIBUTED TO COUNCIL	APRIL 22, 2016
1ST DRAFT OF BUDGET PRESENTED TO BUDGET COMMITTEE	APRIL 26, 2016
REVISED BUDGET DRAFT PREPARED BY STAFF	APRIL 27 – MAY 6, 2016
BUDGET COMMITTEE MEETING (IF NECESSARY)	MAY 10, 2016
BUDGET COMMITTEE REPORT AND 1ST READING OF PROPOSED BUDGET	MAY 24, 2016
NOTICE FOR BUDGET PUBLIC HEARING PUBLISHED	MAY 26, 2016
FINAL 2016-2017 BUDGET PREPARED BY STAFF	MAY 25 – JUNE 3, 2016
FINAL BUDGET DISTRIBUTED TO COUNCIL	JUNE 14, 2016
PUBLIC HEARING AND FINAL READING OF THE 2016-2017 BUDGET	JUNE 14, 2016

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
SUMMARY SHEET BY CATEGORY**

06/07/16

LINE ITEM	APPROVED FY 2015-2016 BUDGET AS AMENDED	FY 2016-2017 DEPARTMENT REQUEST	FY 2016-2017 MANAGER'S RECOMMENDATION	FY 2016-2017 COUNCIL APPROVED
<b><u>REVENUE</u></b>				
<b>GENERAL FUND</b>	<b>\$ 7,217,109</b>	<b>\$ 5,895,766</b>	<b>\$ 6,747,362</b>	<b>\$ 6,747,362</b>
<b><u>EXPENDITURES</u></b>				
<b>CITY COUNCIL</b>				
PERSONNEL	\$ 133,697	\$ 135,789	\$ 132,640	\$ 132,640
OPERATING	\$ 39,000	\$ 45,300	\$ 41,300	\$ 41,300
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 172,697</b>	<b>\$ 181,089</b>	<b>\$ 173,940</b>	<b>\$ 173,940</b>
<b>CITY MANAGER</b>				
PERSONNEL	\$ 206,288	\$ 208,111	\$ 206,092	\$ 206,092
OPERATING	\$ 10,550	\$ 11,000	\$ 10,500	\$ 10,500
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 216,838</b>	<b>\$ 219,111</b>	<b>\$ 216,592</b>	<b>\$ 216,592</b>
<b>FINANCE</b>				
PERSONNEL	\$ 249,769	\$ 99,866	\$ 181,603	\$ 181,603
OPERATING	\$ 146,925	\$ 135,080	\$ 137,498	\$ 137,498
CAPITAL	\$ 430,000	\$ -	\$ 53,000	\$ 53,000
<b>SUBTOTAL</b>	<b>\$ 826,694</b>	<b>\$ 234,946</b>	<b>\$ 372,101</b>	<b>\$ 372,101</b>
<b>PUBLIC WORKS</b>				
PERSONNEL	\$ 481,689	\$ 508,174	\$ 498,187	\$ 498,187
OPERATING	\$ 388,950	\$ 440,000	\$ 393,230	\$ 393,230
CAPITAL	\$ 123,000	\$ 145,300	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 993,639</b>	<b>\$ 1,093,474</b>	<b>\$ 891,417</b>	<b>\$ 891,417</b>
<b>PLANNING &amp; CODES</b>				
PERSONNEL	\$ 231,581	\$ 271,064	\$ 235,528	\$ 235,528
OPERATING	\$ 24,050	\$ 27,300	\$ 25,050	\$ 25,050
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 255,631</b>	<b>\$ 298,364</b>	<b>\$ 260,578</b>	<b>\$ 260,578</b>
<b>POLICE</b>				
PERSONNEL	\$ 2,075,615	\$ 2,138,951	\$ 2,091,476	\$ 2,091,476
OPERATING	\$ 335,595	\$ 359,652	\$ 335,016	\$ 335,016
CAPITAL	\$ 125,400	\$ 125,400	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 2,536,610</b>	<b>\$ 2,624,003</b>	<b>\$ 2,426,492</b>	<b>\$ 2,426,492</b>
<b>JUDICIAL</b>				
PERSONNEL	\$ 135,149	\$ 161,481	\$ 157,069	\$ 157,069
OPERATING	\$ 43,377	\$ 40,062	\$ 37,914	\$ 37,914
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 178,526</b>	<b>\$ 201,543</b>	<b>\$ 194,983</b>	<b>\$ 194,983</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
SUMMARY SHEET BY CATEGORY**

06/07/16

LINE ITEM	APPROVED FY 2015-2016 BUDGET AS AMENDED	FY 2016-2017 DEPARTMENT REQUEST	FY 2016-2017 MANAGER'S RECOMMENDATION	FY 2016-2017 COUNCIL APPROVED
<b>FIRE</b>				
PERSONNEL	\$ 887,288	\$ 1,069,012	\$ 924,619	\$ 924,619
OPERATING	\$ 221,950	\$ 245,575	\$ 222,351	\$ 222,351
CAPITAL	\$ -	\$ 430,000	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 1,109,238</b>	<b>\$ 1,744,587</b>	<b>\$ 1,146,970</b>	<b>\$ 1,146,970</b>
<b>SANITATION</b>				
PERSONNEL	\$ 232,717	\$ -	\$ -	\$ -
OPERATING	\$ 201,416	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 434,133</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PARKS</b>				
PERSONNEL	\$ 300,078	\$ 314,653	\$ 308,666	\$ 308,666
OPERATING	\$ 112,420	\$ 131,245	\$ 127,695	\$ 127,695
CAPITAL	\$ 31,000	\$ 44,000	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 443,498</b>	<b>\$ 489,898</b>	<b>\$ 436,361</b>	<b>\$ 436,361</b>
<b>TOURISM</b>				
PERSONNEL	\$ 94,412	\$ 109,595	\$ 102,866	\$ 102,866
OPERATING	\$ 34,025	\$ 53,500	\$ 36,500	\$ 36,500
<b>SUBTOTAL</b>	<b>\$ 128,437</b>	<b>\$ 163,095</b>	<b>\$ 139,366</b>	<b>\$ 139,366</b>
<b>NON DEPARTMENTAL</b>	<b>\$ 211,657</b>	<b>\$ 211,657</b>	<b>\$ 211,657</b>	<b>\$ 211,657</b>
<b>RESERVE ACCOUNTS</b>	<b>\$ 301,250</b>	<b>\$ 276,905</b>	<b>\$ 276,905</b>	<b>\$ 276,905</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 7,808,848</b>	<b>\$ 7,738,672</b>	<b>\$ 6,747,362</b>	<b>\$ 6,747,362</b>
<b>TRANSFER FROM GENERAL FUND - FUND BALANCE</b>	<b>\$ 591,739</b>			
<b>BALANCE</b>	<b>\$ -</b>	<b>\$ (1,842,906)</b>	<b>\$ -</b>	<b>\$ -</b>

<u>GRADE</u>		<u>JOB TITLE</u>	<u>SALARY RANGE</u>	
			<u>MINIMUM</u>	<u>MAXIMUM</u>
5	A	LABORER	\$ 19,169	\$ 31,225
6	A	EQUIPMENT OPERATOR	\$ 20,490	\$ 33,376
6	B	TRUCK DRIVER	\$ 20,490	\$ 33,376
6	C	UNCERTIFIED WATER/SEWER TECHNICIAN	\$ 20,490	\$ 33,376
6	D	RECEPTIONIST	\$ 20,490	\$ 33,376
6	E	SKILLED LABORER	\$ 20,490	\$ 33,376
6	F	PARK ATTENDANT	\$ 20,490	\$ 33,376
7	A	CLERK/CASHIER	\$ 21,812	\$ 35,530
8	A	POLICE - COMMUNICATIONS TECHNICIANS	\$ 23,135	\$ 37,685
8	B	POLICE-CRIMINAL INFORMATION COORDINATOR	\$ 23,135	\$ 37,685
8	C	VICTIM/WITNESS ADVOCATE	\$ 23,135	\$ 37,685
8	D	SANITATION DRIVER	\$ 23,135	\$ 37,685
8	E	DEPARTMENT SECRETARY	\$ 23,135	\$ 37,685
8	F	LAB TECH OPERATOR	\$ 23,135	\$ 37,685
8	G	CERTIFIED WATER/SEWER TECHNICIAN	\$ 23,135	\$ 37,685
9	A	SENIOR ACCOUNTS/ PAYABLE CLERK	\$ 24,453	\$ 39,832
9	B	SENIOR EQUIPMENT OPERATOR	\$ 24,453	\$ 39,832
10	A	COMMERCIAL SANITATION DRIVER	\$ 25,780	\$ 41,992
10	B	MECHANIC	\$ 25,780	\$ 41,992
10	C	FIREFIGHTER	\$ 25,780	\$ 41,992
11	A	CHIEF MECHANIC	\$ 27,099	\$ 44,141
11	B	DRIVER OPERATOR	\$ 27,099	\$ 44,141
12	A	CODE ENFORCEMENT OFFICER	\$ 28,424	\$ 46,299
13	A	HUMAN RESOURCES SPECIALIST	\$ 29,746	\$ 48,452
13	B	PUBLIC WORKS/STREET/PARKS SUPERVISOR	\$ 29,746	\$ 48,452
13	C	EXECUTIVE SECRETARY/CITY CLERK	\$ 29,746	\$ 48,452
13	E	MUNICIPAL COURT CLERK	\$ 29,746	\$ 48,452
13	F	POLICE PATROL OFFICER	\$ 29,746	\$ 48,452
13	G	FIRE CAPTAIN	\$ 29,746	\$ 48,452
13	H	FIRE ENGINEER - INSPECTOR	\$ 29,746	\$ 48,452
15	A	WATER/SEWER UTILITY FOREMAN	\$ 32,387	\$ 52,755
15	C	POLICE/PUBLIC SAFETY OFFICER	\$ 32,387	\$ 52,755
15	D	POLICE CORPORAL	\$ 32,387	\$ 52,755
15	E	FINANCE OFFICE MANAGER	\$ 32,387	\$ 52,755
16	A	POLICE SERGEANT	\$ 33,710	\$ 54,911
17	A	POLICE/PUBLIC SAFETY CORPORAL	\$ 35,030	\$ 57,060
17	B	DRIVER OPERATOR/PUBLIC SAFETY OFFICER	\$ 35,030	\$ 57,060
17	C	FIRE INSPECTOR/TRAINING OFFICER	\$ 35,030	\$ 57,060
18	A	POLICE/PUBLIC SAFETY SERGEANT	\$ 36,430	\$ 59,341
18	B	POLICE/FIRE CAPTAIN	\$ 36,430	\$ 59,341
19	A	POLICE/PUBLIC SAFETY LIEUTENANT	\$ 37,328	\$ 60,803
20	A	POLICE/PUBLIC SAFETY CAPTAIN	\$ 38,997	\$ 63,522
20	B	CITY BUILDING OFFICIAL	\$ 38,997	\$ 63,522
20	C	STREET SUPERINTENDENT	\$ 38,997	\$ 63,522
20	D	POLICE MAJOR	\$ 38,997	\$ 63,522
21	A	WASTEWATER TREATMENT PLANT SUPERINTENDENT	\$ 40,558	\$ 66,065
22	A	PUBLIC SAFETY MAJOR	\$ 41,640	\$ 67,827
24	A	DEPUTY POLICE CHIEF	\$ 45,039	\$ 73,364
27	A	PARKS DIRECTOR	\$ 48,273	\$ 78,632
27	B	DIRECTOR OF PLANNING & CODES	\$ 48,273	\$ 78,632
28	B	TOURISM DIRECTOR	\$ 49,573	\$ 80,750
31	A	FIRE CHIEF	\$ 53,780	\$ 87,602
31	B	PUBLIC SAFETY DIRECTOR	\$ 53,780	\$ 87,602
34	A	DIRECTOR OF FINANCE AND ADMINISTRATION	\$ 57,501	\$ 93,664
34	B	PUBLIC WORKS DIRECTOR	\$ 57,501	\$ 93,664
34	C	UTILITIES DIRECTOR	\$ 57,501	\$ 93,664

GRADE	SALARY STEPS 2016-2017									
	BEGIN	STEP 1	STEP 1.5	STEP 2	STEP 2.5	STEP 3	STEP 3.5	STEP 4	STEP 4.5	STEP 5
5	\$ 19,169	\$ 20,128	\$ 20,631	\$ 21,134	\$ 21,663	\$ 22,191	\$ 22,746	\$ 23,301	\$ 23,883	\$ 24,466
6	20,490	21,515	22,052	22,590	23,155	23,720	24,313	24,906	25,528	26,151
7	21,812	22,903	23,475	24,048	24,649	25,250	25,881	26,513	27,176	27,838
8	23,135	24,292	24,900	25,507	26,145	26,782	27,452	28,121	28,824	29,527
9	24,453	25,676	26,318	26,960	27,634	28,308	29,016	29,723	30,466	31,209
10	25,780	27,069	27,745	28,422	29,132	29,843	30,589	31,335	32,119	32,902
11	27,099	28,454	29,165	29,876	30,623	31,370	32,155	32,939	33,762	34,586
12	28,424	29,845	30,591	31,337	32,120	32,904	33,726	34,549	35,413	36,277
13	29,746	31,233	32,014	32,795	33,614	34,434	35,295	36,156	37,060	37,964
14	30,934	32,480	33,292	34,104	34,957	35,809	36,705	37,600	38,540	39,480
15	32,387	34,006	34,856	35,707	36,599	37,492	38,429	39,366	40,351	41,335
16	33,710	35,396	36,281	37,166	38,095	39,024	40,000	40,975	41,999	43,024
17	35,030	36,781	37,701	38,620	39,586	40,551	41,565	42,579	43,643	44,708
18	36,430	38,252	39,208	40,165	41,169	42,173	43,227	44,281	45,388	46,495
19	37,888	39,782	40,777	41,772	42,816	43,860	44,957	46,053	47,204	48,356
20	38,997	40,947	41,971	42,994	44,069	45,144	46,273	47,401	48,586	49,771
21	40,558	42,586	43,651	44,716	45,833	46,951	48,125	49,299	50,531	51,764
22	41,640	43,722	44,815	45,908	47,055	48,203	49,408	50,613	51,879	53,144
23	43,306	45,471	46,608	47,745	48,939	50,132	51,386	52,639	53,955	55,271
24	45,039	47,291	48,473	49,655	50,897	52,138	53,442	54,745	56,114	57,482
25	46,839	49,181	50,411	51,640	52,931	54,222	55,578	56,934	58,357	59,780
26	46,867	49,210	50,441	51,671	52,963	54,254	55,611	56,967	58,391	59,815
27	48,273	50,687	51,954	53,221	54,552	55,882	57,280	58,677	60,144	61,610
28	49,573	52,052	53,353	54,655	56,021	57,387	58,822	60,257	61,763	63,269
29	51,058	53,611	54,952	56,292	57,699	59,107	60,584	62,062	63,613	65,165
30	52,215	54,825	56,196	57,567	59,006	60,445	61,956	63,467	65,054	66,640
31	53,780	56,469	57,881	59,292	60,775	62,257	63,813	65,370	67,004	68,638
32	55,394	58,163	59,618	61,072	62,598	64,125	65,728	67,332	69,015	70,698
33	56,182	58,991	60,466	61,941	63,489	65,038	66,664	68,290	69,997	71,704
34	57,501	60,376	61,886	63,395	64,980	66,565	68,229	69,893	71,641	73,388

NOTE:\* The above chart for 2016-2017 has been calculated with a 1.5% COLA.

SALARY STEPS 2016-2017										
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	\$ 25,077	\$ 25,689	\$ 26,331	\$ 26,973	\$ 27,648	\$ 28,322	\$ 29,030	\$ 29,738	\$ 30,481	\$ 31,225
6	26,805	27,459	28,145	28,832	29,552	30,273	31,030	31,787	32,581	33,376
7	28,534	29,230	29,961	30,692	31,459	32,226	33,032	33,838	34,684	35,530
8	30,266	31,004	31,779	32,554	33,368	34,182	35,036	35,891	36,788	37,685
9	31,990	32,770	33,589	34,408	35,269	36,129	37,032	37,935	38,884	39,832
10	33,725	34,547	35,411	36,274	37,181	38,088	39,040	39,993	40,992	41,992
11	35,450	36,315	37,223	38,131	39,084	40,037	41,038	42,039	43,090	44,141
12	37,183	38,090	39,043	39,995	40,995	41,995	43,044	44,094	45,197	46,299
13	38,913	39,862	40,859	41,855	42,901	43,948	45,047	46,145	47,299	48,452
14	40,467	41,454	42,490	43,527	44,615	45,703	46,845	47,988	49,188	50,387
15	42,368	43,402	44,487	45,572	46,711	47,850	49,046	50,243	51,499	52,755
16	44,099	45,175	46,304	47,434	48,620	49,806	51,051	52,296	53,603	54,911
17	45,825	46,943	48,117	49,290	50,522	51,755	53,049	54,342	55,701	57,060
18	47,658	48,820	50,041	51,261	52,543	53,824	55,170	56,516	57,928	59,341
19	49,565	50,774	52,043	53,312	54,645	55,978	57,377	58,777	60,246	61,716
20	51,016	52,260	53,566	54,873	56,245	57,616	59,057	60,497	62,010	63,522
21	53,058	54,352	55,711	57,070	58,496	59,923	61,421	62,919	64,492	66,065
22	54,473	55,801	57,196	58,591	60,056	61,521	63,059	64,597	66,212	67,827
23	56,653	58,034	59,485	60,936	62,459	63,983	65,582	67,182	68,862	70,541
24	58,919	60,356	61,865	63,374	64,959	66,543	68,206	69,870	71,617	73,364
25	61,275	62,769	64,338	65,908	67,555	69,203	70,933	72,663	74,480	76,296
26	61,311	62,806	64,376	65,947	67,595	69,244	70,975	72,706	74,524	76,341
27	63,151	64,691	66,308	67,925	69,624	71,322	73,105	74,888	76,760	78,632
28	64,851	66,433	68,094	69,755	71,498	73,242	75,073	76,904	78,827	80,750
29	66,794	68,423	70,134	71,844	73,641	75,437	77,323	79,208	81,189	83,169
30	68,307	69,973	71,722	73,471	75,308	77,145	79,073	81,002	83,027	85,052
31	70,354	72,070	73,872	75,674	77,566	79,458	81,444	83,430	85,516	87,602
32	72,466	74,233	76,089	77,945	79,893	81,842	83,888	85,934	88,082	90,231
33	73,497	75,289	77,172	79,054	81,030	83,006	85,082	87,157	89,336	91,515
34	75,223	77,057	78,984	80,910	82,933	84,956	87,079	89,203	91,433	93,664

NOTE:\* The above chart for 2016-2017 has been calculated with a 1.5% COLA.

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
2015-2017 REVENUE**

GENERAL FUND	2014-2015	2014-2015	2015-2016	2015-2016	PROJECTED	2015-2016	2016-2017
	YTD (PR7)	YTD (PR7)	BUDGETED	YTD (PR7)	2015-2016	PROJECTED	RECOMMEND
					YEAR END	VS BUDGETED	ED REVENUE
PROPERTY TAX (CAPITAL IMPROVEMENT 4 MILLS) (UNFUNDED MANDATE/RADIO 2.86 MILLS)	1,669,926	866,803	1,650,000	1,032,563	1,700,000	50,000	1,650,000
FINES + FEES	170,641	76,361	200,000	78,809	180,000	(20,000)	175,000
STATE SHARED REVENUE	118,158	65,070	116,000	34,246	116,000	0	116,000
BUSINESS LICENSE	1,506,076	122,509	1,450,000	86,409	1,450,000	0	1,500,000
FRANCHISE REVENUE	779,226	8,669	745,000	17,733	755,000	10,000	755,000
PERMITS	50,357	30,579	45,000	47,707	60,000	15,000	40,000
MISCELLANEOUS	72,824	39,245	65,000	52,835	70,000	5,000	54,155
SOLID WASTE COLLECTION FEE	423,963	283,381	420,000	282,161	423,000	3,000	0
LOST REVENUE- LOCATION/POPULATION PROPERTY TAX FUND CREDIT	456,065 791,641	283,747 302,921	430,000 785,000	241,004 444,053	470,000 830,000	40,000 45,000	470,000 830,000
VICTIM ASSISTANCE FUND	23,500	-	25,000	-	25,000	0	23,000
TRANSFER FROM UTILITY FUND	1,050,000	300,000	1,106,109	275,000	1,106,109	0	954,207
REIMBURSEMENT GRANTS	11,750	0	0	0	50,000	50,000	0
LOCAL HOSPITALITY TRANSFER	90,000	45,000	90,000	45,000	90,000	0	90,000
LOCAL ATAX TRANSFER	90,000	45,000	90,000	45,000	90,000	0	90,000
<b>GENERAL FUND TOTALS</b>	<b>7,304,127</b>	<b>2,469,285</b>	<b>7,217,109</b>	<b>2,682,520</b>	<b>7,415,109</b>	<b>198,000</b>	<b>6,747,362</b>





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: CITY COUNCIL</b>		
<b>PERSONNEL LINE ITEMS</b>		
<b>SALARIES</b>		
CIVILIAN	\$	68,957
SWORN		
<b>SUBTOTAL</b>		<b>\$ 68,957</b>
<b>OVERTIME</b>		
CIVILIAN	\$	-
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>OTHER PAY</b>		
CIVILIAN	\$	-
27TH PAYROLL	\$	-
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		<b>\$ 5,275</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 1,536</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$	7,627
SWORN		
<b>SUBTOTAL</b>		<b>\$ 7,627</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	8	
EIP/AARP (primary health insurance)	44,389	
Medical Bridge Hospitalization (Colonial)	425	
Employee Assistance Program (First Sun)	181	
Medical Employee Reimbursement Program (MERP)	4,250	
		<b>\$ 49,246</b>
<b>TOTAL</b>		<b>\$ 132,640</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: CITY COUNCIL</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>10-011 Training</b>	7,500	5,525	10,000	7,500	7,500
Retreat, MASC, MISC					
NLC (1) & (2)					
<b>10-012 Travel</b>	7,500	11,266	10,000	10,000	10,000
Retreat, MASC, MISC					
NLC (1) & (2)					
<b>10-013 Awards &amp; Claims</b>	0	0	0	0	0
<b>10-014 Medical Expense</b>	200	0	0	0	0
Wellness prevention					
<b>10-015 Membership &amp; Dues</b>	3,800	3,783	3,800	3,800	3,800
MASC, NLC					
<b>10-021 Christmas Reception</b>	10,000	11,556	11,500	10,000	10,000
Boards and Commissions receipt					
Employee lunch, town decorations					
<b>10-030 Contractual Services</b>	5,000	0	0	0	0
Legal services - City Attorney					
<b>10-055 Mayor &amp; Council Exp.</b>	5,000	3,715	5,000	5,000	5,000
Postage, printing, flowers, gifts, plaquest, advertising, misc					
<b>10-087 Legal Expense</b>	0	4,200	5,000	5,000	5,000
<b>Totals</b>	<b>39,000</b>	<b>40,045</b>	<b>45,300</b>	<b>41,300</b>	<b>41,300</b>





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: CITY MANAGER</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 148,547	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 148,547</b>
<b>OVERTIME</b>		
CIVILIAN		
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>OTHER PAY</b>		
CAR ALLOWANCE	\$ 7,800	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ 7,800</b>
<b>SOCIAL SECURITY</b>		<b>\$ 11,961</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 439</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 17,292	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 17,292</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	2	
EIP (primary health insurance)	\$ 13,202	
Medical Bridge Hospitalization (Colonial)	\$ 106	
Employee Assistance Program (First Sun)	\$ 45	
Medical Employee Reimbursement Program (MERP)	\$ 1,700	
Deferred Compensation Program	\$ 5,000	
		<b>\$ 20,054</b>
<b>TOTAL</b>		<b>\$ 206,092</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: CITY MANAGER</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11 TRAINING</b>	1,000	0	1,000	1,000	1,000
Misc meetings, books, mags, software, clerical training					
<b>12 TRAVEL</b>	1,000	978	1,500	1,500	1,500
MFOCTA, NLC (1) & (2), ICMA					
<b>13 AWARDS &amp; CLAIMS</b>	0	0	0	0	0
<b>14 MEDICAL EXPENSE</b>	50	0	0	0	0
Wellness prevention					
<b>15 MEMBERSHIP DUES</b>	2,000	1,392	2,000	2,000	2,000
SCCCMA, ICMA, ROTARY, IMC NLC, MFOCTA					
<b>16 OFFICE SUPPLIES</b>	2,000	5,185	2,000	2,000	2,000
Computer upgrades, copier expense & paper, misc letterhead/envelopes					
<b>17 POSTAGE</b>	400	216	400	400	400
<b>23 TELEPHONE</b>	2,700	1,362	2,700	2,700	2,700
<b>29 SUPPLIES</b>	400	0	400	400	400
<b>30 CONTRACTUAL SERVICE</b>	1,000	211	1,000	500	500
IT support					
<b>TOTAL</b>	<b>10,550</b>	<b>9,344</b>	<b>11,000</b>	<b>10,500</b>	<b>10,500</b>





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: FINANCE</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 128,842	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 128,842</b>
<b>OVERTIME</b>		
CIVILIAN		
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ -	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 9,856</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 1,097</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 14,250	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 14,250</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	3	
EIP (primary health insurance)	\$ 24,780	
Medical Bridge Hospitalization (Colonial)	\$ 159	
Employee Assistance Program (First Sun)	\$ 68	
Medical Employee Reimbursement Program (MERP)	\$ 2,550	
		<b>\$ 27,557</b>
<b>TOTAL</b>		<b>\$ 181,603</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: FINANCE</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>111 Training</b> MASC mtgs, seminars, workshops EIP, SCRS, SHRM	1,000	3,036	600	1,500	1,500
<b>112 Travel</b> Meals/mileage for mtgs and training	2,500	2,324	1,000	2,000	2,000
<b>113 Awards &amp; Claims</b>	100	119	100	100	100
<b>114 Medical Expense</b> drug tests supplies	625	0	400	400	400
<b>115 Membership &amp; Dues</b> MASC/SHRM	1,000	5	200	1,000	1,000
<b>116 Office Supplies</b> Toner/Envelope/W2 & 1099 Subscriptions/paper/ribbon/misc	6,200	3,841	5,000	5,000	5,000
<b>117 Postage</b> Stamped Envelopes/Stamps	4,000	2,067	3,500	3,500	3,500
<b>118 Public Notices</b> Bus Lic/Job Announ/Misc	100	0	300	300	300
<b>120 Tort Ins &amp; Bond Coverage</b> 2% increase	85,900	85,769	89,000	88,698	88,198
<b>123 Telephone</b>	7,200	3,989	6,680	7,200	7,200
<b>126 Building Maintenance</b> renovate 300 Hampton St	9,000	8,087	500	500	500
<b>129 Supplies</b>	400	257	500	500	500
<b>130 Contractual Services</b> QS1 hard/soft; Lanier; Xerox	10,600	4,287	7,000	7,000	7,000
<b>180 Audit</b>	16,700	13,961	18,500	18,500	18,500
<b>187 Legal Expense</b>	0	0	0	0	0
<b>192 Tuition Reimbursement</b>	0	0	0	0	0
<b>101 Credit Card Expense</b> credit card fees	1,600	1,600	1,800	1,800	1,800
<b>TOTAL</b>	<b>146,925</b>	<b>129,342</b>	<b>135,080</b>	<b>137,998</b>	<b>137,498</b>



**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
CAPITAL REQUEST JUSTIFICATION**

<b>DEPARTMENT:</b>	<i>Finance Dept</i>
<b>ITEM:</b>	<i>300 Hampton St - renovation</i>
<b>COST:</b>	<i>\$53,000.00</i>

<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<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 checked="" type="checkbox"/>
<b>TO INCREASE SAFETY</b>	<input type="checkbox"/>
<b>TO SAVE LABOR COST</b>	<input type="checkbox"/>
<b>OTHER</b>	<input type="checkbox"/>

**WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?**

*The structure will house the water department, planning and codes department, judicial department and the finance department.*

**HOW IS THE JOB PERFORMED NOW?**

*248 Hampton Street*

**WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?**

*To operate the above departments within the same structure.*

**WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)**





**CITY OF WALTERBORO  
FY 2016-2017  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PUBLIC WORKS</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 309,957	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 309,957</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 25,000	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 25,000</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ -	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 25,624</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 21,252</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 32,903	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 32,903</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	11	
EIP (primary health insurance)	\$ 73,266	
Medical Bridge Hospitalization (Colonial)	\$ 585	
Employee Assistance Program (First Sun)	\$ 249	
Medical Employee Reimbursement Program (MERP)	\$ 9,350	
		<b>\$ 83,450</b>
<b>TOTAL</b>		<b>\$ 498,187</b>

**CITY OF WALTERBORO  
FY 2016-2017  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PUBLIC WORKS</b>					
LINE ITEM DESCRIPTION	2015-2016 BUDGETED	2015-2016 YTD ACTUAL	DEPARTMENT REQUESTED LINE ITEM TOTAL	MANAGER'S RECOMMENDATION	COUNCIL APPROVED
<b>(11) TRAINING</b>	500	0	500	500	500
CEU'S-wastewater safety seminars					
<b>(12) TRAVEL</b>	200	0	200	200	200
travel for training, etc.					
<b>(13) AWARDS &amp; CLAIMS</b>	500	23	500	500	500
to pay small damage claims filed against the City					
<b>(14) MEDICAL EXPENSE</b>	775	313	525	525	525
Non wc bandages & medication first aid, drug testing, and flu shots					
<b>(15) MEMBERSHIP &amp; DUES</b>	300	320	300	300	300
dues & membership in APWA, wastewater renewal					
<b>(16) OFFICE SUPPLIES</b>	200	185	200	200	200
Computer supplies, paper Notebook, pads, time book Pens, pencils etc					
<b>(17) POSTAGE</b>	25	0	50	50	50
shipping & mailing					
<b>(18) PUBLIC NOTICE</b>	200	340	400	400	400
notices of public hearings, garbage, etc					
<b>(22) ALARM SYSTEM</b>	1,500	720	1,500	1,500	1,500
burglar alarm-City shop					
<b>(23) TELEPHONE</b>	5,000	1,967	5,000	5,000	5,000
cellular phones telephone-City shop agreement tele. Mainte.					
<b>(25) JANITORIAL SUPPLIES</b>	2,000	1,141	2,000	2,000	2,000
handsoap, tissue, towels					

**CITY OF WALTERBORO  
FY 2016-2017  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PUBLIC WORKS</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
cleaners disinfect, mops and brooms etc.					
<b>(26) BLDG. MAINTENANCE</b>	25,000	9,756	25,000	25,000	25,000
floor clean, strip wax, pest cont, htg & air, carpet clean/twice yr elevator maintenance, shop drs includes Welcome Center min repairs for Shop & City					
<b>(27) BLDG. INSURANCE</b>	14,500	12,659	13,000	13,000	13,000
<b>(29) SUPPLIES</b>	13,500	9,050	16,000	16,000	16,000
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					
<b>(30) CONTRACTUAL SERV</b>	0	0	0	0	0
engineer cost for possible upcoming projects					
<b>(31) GROUNDS MAINTEN.</b>	22,000	7,415	24,000	24,000	24,000
Brd of Disability-Main St					
<b>(33) TIRES</b>	7,500	2,364	7,500	7,500	7,500
replace & repair tires					
<b>(34) GAS &amp; OIL</b>	70,000	21,899	50,000	50,000	50,000
<b>(35) VEHICLE EXPENSE</b>	12,000	8,718	14,000	14,000	14,000
outside shops, parts batteries, lights, filters					
<b>(38) TOOLS &amp; SMALL EQ.</b>	3,000	2,636	3,000	3,000	3,000
small equipment (Items that are less than \$5000), tools					
<b>(39) EQUIPMENT REPAIR</b>	20,000	6,071	20,000	20,000	20,000

**CITY OF WALTERBORO  
FY 2016-2017  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PUBLIC WORKS</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
large equip.-sweeper, sewer cleaner, grapple truck					
small equip, lawnmowers, chainsaws, etc.					
<b>(40) UNIFORMS</b>	<b>4,500</b>	<b>1,890</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
provided to employees					
<b>(41) VEHICLE INSURANCE</b>	<b>11,500</b>	<b>10,805</b>	<b>11,600</b>	<b>10,805</b>	<b>10,805</b>
<b>(64) STREET &amp; SIDEWALK</b>	<b>9,000</b>	<b>1,086</b>	<b>70,000</b>	<b>9,000</b>	<b>9,000</b>
maint.-crushed limestone, concrete, tree trim & removal sidewalk replacement & rep. includes paving @ city hall*					
<b>(66) EQUIP. RENTAL</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>250</b>
for emergency equip. rental					
<b>(67) WATER BILLS</b>	<b>4,000</b>	<b>1,505</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
for City bldg. & cemeteries					
<b>(75) TRAFFIC &amp; STREET SI.</b>	<b>2,000</b>	<b>-50</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
for traffic & st. signs repair & replacement					
<b>(81) ELECT. CITY HALL</b>	<b>20,000</b>	<b>7,407</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>(82) ELECT. WORK CENT.</b>	<b>8,000</b>	<b>2,409</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>(84) ELECT. STREET LIGHT</b>	<b>110,000</b>	<b>57,464</b>	<b>115,000</b>	<b>130,000</b>	<b>130,000</b>
<b>(85) ELECT. OTHER</b>	<b>21,000</b>	<b>6,893</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>
<b>(87) LEGAL EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>388,950</b>	<b>174,986</b>	<b>440,025</b>	<b>393,230</b>	<b>393,230</b>



CITY OF WALTERBORO  
 FY 2016-2017  
 CAPITAL REQUEST JUSTIFICATION

6/15/2016

<b>DEPARTMENT:</b>	<i>Public Works</i>	
<b>ITEM:</b>	<i>Grapple Loader</i>	
<b>COST:</b>	<i>\$145,300.00</i>	
<b>PURPOSE OF PURCHASE</b>		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
<b>SCHEDULED REPLACEMENT</b>	<input checked="" type="checkbox"/>	
<b>PRESENT EQUIPMENT OBSOLETE</b>	<input checked="" 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>	<input type="checkbox"/>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>		
<i>To collect yard debris and other large items.</i>		
<b>HOW IS THE JOB PERFORMED NOW?</b>		
<i>2004 Grappler loader.</i>		
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>		
<i>To collect yard debris and increase productivity.</i>		
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>		
<i>Amick Equipment Co.</i>		





**CITY OF WALTERBORO  
2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PLANNING DEPT</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 170,710	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 170,710</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 3,500	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 3,500</b>
<b>OTHER PAY</b>		
CIVILIAN	\$ -	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 13,327</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 1,392</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 19,268	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 19,268</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	4	
EIP (primary health insurance)	\$ 23,628	
Medical Bridge Hospitalization (Colonial)	\$ 213	
Employee Assistance Program (First Sun)	\$ 91	
Medical Employee Reimbursement Program (MERP)	\$ 3,400	
		<b>\$ 27,331</b>
<b>TOTAL</b>		<b>\$ 235,528</b>

**CITY OF WALTERBORO  
2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: PLANNING DEPT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11 TRAINING</b>	1,500	69	1,500	1,500	1,500
Coastal Code SBCCI					
FEMA Training, SBCCI Annual					
National Electrical Code					
<b>12 TRAVEL</b>	1,500	0	1,500	1,000	1,000
Meetings					
Miscellaneous (food, materials)					
SBCCI Meeting Lodging					
3 @ \$100 plus tax					
Miscellaneous (food, materials)					
<b>13 MEDICAL EXPENSE</b>	100	0	100	100	100
Wellness prevention					
<b>15 MEMBERSHIP DUES</b>	400	100	400	400	400
SBCCI/FEMA, Coastal SC					
International Code					
<b>16 OFFICE SUPPLIES</b>	6,500	5,295	9,500	9,500	9,500
Paper, pens, pads, forms, misc					
Code books and copier usage					
software					
<b>17 POSTAGE</b>	1,500	525	1,500	1,500	1,500
Stamps and certified					
<b>18 PUBLIC NOTICES</b>	500	83	500	500	500
<b>23 TELEPHONE</b>	2,700	1,269	2,700	2,700	2,700
Mobiles, web, fax & maint cost					
<b>29 SUPPLIES</b>	250	0	1,500	250	250
Batteries/city maps/misc					
Dot-Matrix Printer - Permits					
Film and Disk for Camera					
<b>30 CONTRACTUAL SER</b>	1,300	1,300	1,300	1,300	1,300
software agreement					
<b>33 TIRES</b>	500	128	500	500	500
<b>34 GAS &amp; OIL</b>	4,000	1,081	3,000	3,000	3,000

**CITY OF WALTERBORO  
2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: PLANNING DEPT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>35 VEHICLE EXPENSE</b>	500	150	500	500	500
<b>39 EQUIPMENT REPAIRS</b>	500	0	500	250	250
<b>40 UNIFORMS</b>	200	0	200	200	200
<b>41 VEHICLE INSURANCE</b>	1,400	2,017	1,400	1,400	1,400
moved Explorer					
<b>89 LEGAL EXPENSE</b>	0	0	0	0	0
<b>92 TUITION REIMBURSEMENT</b>	0	0	0	0	0
<b>1011 BRD OF ZONING APPLS</b>	0	0	0	0	0
<b>1015 MUNI PLANNING COMM</b>	500	0	500	250	250
<b>1016 CLEAN CITY COMM</b>	200	0	200	200	200
<b>1020 HISTORIC PRESERV CO</b>	0	0	0	0	0
<b>TOTAL</b>	<b>24,050</b>	<b>12,017</b>	<b>27,300</b>	<b>25,050</b>	<b>25,050</b>





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
SALARY WORKSHEET**

6/15/2016

DEPARTMENT: PUBLIC SAFETY (SWORN PERSONNEL ONLY)								
EMPLOYEE NAME (LAST, FIRST, MIDDLE INITIAL)	GRADE	STEP IN GRADE	YEARS IN SERVICE	CURRENT BUDGETED SALARY	CURRENT APPROVED SALARY	DEPARTMENT REQUESTED SALARY	MANAGER'S RECOMMENDED SALARY	COUNCIL APPROVED SALARY
POLICE CHIEF				\$ 68,850	\$ 68,850	\$ 68,850	\$ 69,883	\$ 69,883
DEPUTY CHIEF				\$ 55,284	\$ 55,284	\$ 55,284	\$ 56,114	\$ 56,114
CAPTAIN				\$ 52,775	\$ 52,775	\$ 52,775	\$ 53,566	\$ 53,566
26 POSITIONS				\$ 925,229	\$ 927,397	\$ 961,650	\$ 973,576	\$ 973,576
<b>TOTAL</b>				<b>1,102,138</b>	<b>1,104,306</b>	<b>1,138,559</b>	<b>1,153,139</b>	<b>1,153,139</b>



**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: POLICE DEPARTMENT</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 199,427	
SWORN	\$ 1,153,139	
<b>SUBTOTAL</b>		<b>\$ 1,352,566</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 15,000	
SWORN	\$ 60,000	
<b>SUBTOTAL</b>		<b>\$ 75,000</b>
<b>OTHER PAY (HOLIDAY)</b>		
CIVILIAN	\$ 7,000	
SWORN	\$ 45,000	
27TH PAYROLL		
<b>SUBTOTAL</b>		<b>\$ 52,000</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 113,187</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 40,453</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 24,490	
SWORN	\$ 172,868	
<b>SUBTOTAL</b>		<b>\$ 197,358</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	36	
EIP (primary health insurance)	\$ 225,349	
Medical Bridge Hospitalization (Colonial)	\$ 4,146	
Employee Assistance Program (First Sun)	\$ 816	
Medical Employee Reimbursement Program (MERP)	\$ 30,600	
		<b>\$ 260,912</b>
<b>TOTAL</b>		<b>\$ 2,091,476</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: POLICE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 TYD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11-TRAINING</b>	<b>5,000</b>	<b>4,038</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
SCCJA, SCFA, SCLEO Training,					
Public Agency Training Council,					
Sirchie, Reid Interview/Interrogation,					
Misc Public Safety Training					
<b>12-TRAVEL</b>	<b>7,500</b>	<b>1,440</b>	<b>6,000</b>	<b>5,000</b>	<b>5,000</b>
SCPCA, Hostage Negotiation					
SCCJA meals, Prisoner					
transport, IACP, IAFC Conferences					
Misc Public Safety Travel					
<b>13-AWARDS &amp; CLAIMS</b>	<b>500</b>	<b>139</b>	<b>750</b>	<b>750</b>	<b>750</b>
Officer / Civilian of Year and Quarter					
Flowers, Host training/misc					
<b>14-MEDICAL EXPENSE</b>	<b>1,400</b>	<b>297</b>	<b>1,400</b>	<b>1,000</b>	<b>1,000</b>
drug tests					
<b>15-MEMBERSHIP &amp; DUES</b>	<b>575</b>	<b>325</b>	<b>700</b>	<b>700</b>	<b>700</b>
City directory/SCLEO subscript					
IACP, IAFC, SCPCA, SCFCA mbrs					
IAPE, Hostage Neg., Drug Intradi.					
Train Coun, Invest Assoc, E911 cert					
<b>16 - OFFICE SUPPLIES</b>	<b>2,000</b>	<b>1,530</b>	<b>2,500</b>	<b>2,000</b>	<b>2,000</b>
clips, fasteners, binders, staples,					
toner, paper, pens, pencils, pads					
laminates, id cards					
<b>17-POSTAGE/SHIPPING</b>	<b>500</b>	<b>247</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>18-PUBLIC NOTICES</b>	<b>1,000</b>	<b>110</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>23-TELEPHONE SERVICES</b>	<b>23,000</b>	<b>17,261</b>	<b>33,912</b>	<b>33,912</b>	<b>33,912</b>
Verizon/PTC all stations/Great Swp					
VC3/Spirit/PRTC city hall/Static IP					
data cards & transition					
<b>26 - BUILDING MAINTENANCE</b>	<b>1,000</b>	<b>641</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>27-BLDG/MOB EQUIP INSURANCE</b>	<b>3,900</b>	<b>3,950</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: POLICE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 TYD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>29-SUPPLIES</b>	10,000	5,204	12,200	10,000	10,000
Ammunition, batteries, cleaning supplies, gemicide, replacement cameras, usb flash drives, SD cards					
vhs video, gloves, carpet cleaner, vacuum, PPE kits, traffic cones, tasers and cartridges, fire foam, computers and laptops, monitors, cat 5 cable, medical & misc supplies					
reloc dispatcher (addtl supplies)					
<b>30-CONTRACTUAL</b>	35,920	15,151	35,920	35,920	35,920
Palmetto 800, Generator Maint, Carter Elect, Police Central, RICOH, SLED/NCIC system, Marlin Camera, Advanced Public Safety, COMCAST, Firehouse Software, Verizon, Quantum (DCS) Technology, Replay Safe Air Sys, Diversified Inspect. GPS system on cars					
<b>33-TIRES</b>	5,000	2,772	5,000	5,000	5,000
<b>34-GAS AND OIL</b>	80,200	29,884	80,200	80,200	80,200
<b>35-VEHICLE EXPENSES</b>	30,000	16,427	30,000	30,000	30,000
<b>39-EQUIPMENT REPAIRS</b>	10,000	2,175	10,000	5,000	5,000
IT person repair computers, servers and car cameras/computers knowledge of police central, mobile					
<b>40-POLICE UNIFORMS</b>	7,500	3,333	24,500	10,000	10,000
Officer, Dispatcher, Bicycle Patrol replace and/or repair includes boots, jackets, badges shirts, pants, Khaki for SCCJA, Blue Cargo for SCFA Clothing allowances for VA & Evid new uniforms for road patrol (17)					
<b>41-VEHICLE INSURANCE</b>	35,000	25,137	28,370	27,334	27,334

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: POLICE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 TYD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
add new vehicles & Explorer					
<b>42-RADIO SERVICES</b>	500	342	500	500	500
Misc repairs not covered by contract radio batteries, antenna replacement, chargers, hand mikes, etc					
<b>45-CANINE SUPPLIES</b>	1,400	1,743	2,000	2,000	2,000
Cert/food/DHEC lic/vet/supplies					
<b>63-PRISONER CARE</b>	1,000	0	1,000	1,000	1,000
Juvenile care					
<b>66-CRIME PREVENTION</b>	2,500	2,013	2,500	2,500	2,500
Crime Aware prog/Home & Prop Protect prog/Neigh Watch prog					
<b>87-LEGAL EXPENSE</b>	1,000	75	1,000	1,000	1,000
<b>89-INVESTIGATIVE EXPENSE</b>	3,000	707	3,000	3,000	3,000
Evid bags, jars, pouches, tags, tape, fingerprint lift tape and pads/misc all investigative supplies					
<b>90-DEBT SERVICE</b>	56,200	0	56,200	56,200	56,200
800 Radio					
<b>91-TESTING AND EVALUATIONS</b>	2,000	0	1,000	1,000	1,000
Physical & Psychological exams, Drug screen, promotion & candidate					
<b>92-TUITION REIMBURSEMENT</b>	3,000	0	2,500	2,500	2,500
College tuition and 1/2 books					
<b>93-PRINTING &amp; FORMS</b>	1,500	780	1,500	1,500	1,500
Booking reports,evid forms,parking statements, citations, stationary					
<b>94-CONTINGENCY</b>	500	0	500	500	500
Drug /informant exp & pay lodging, food & transp / all misc expenses					
<b>631 - BULLET PROOF VEST PROGRAM</b>	3,000	3,000	3,000	3,000	3,000

CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST

6/15/2016

<b>DEPARTMENT: POLICE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 TYD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>TOTAL</b>	<b>335,595</b>	<b>138,721</b>	<b>359,652</b>	<b>335,016</b>	<b>335,016</b>



**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
CAPITAL REQUEST FORM**

6/15/2016

<b>DEPARTMENT:</b>	<b>POLICE</b>
<b>ITEM:</b>	<b>(2) Marked police cars</b>
<b>COST:</b>	<b>\$93,400</b>
<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<b>SCHEDULED REPLACEMENT</b>	<b>X</b>
<b>PRESENT EQUIPMENT OBSOLETE</b>	<b>X</b>
<b>TO EXPAND SERVICE</b>	
<b>NEW OPERATION</b>	
<b>TO INCREASE SAFETY</b>	<b>X</b>
<b>TO SAVE LABOR COST</b>	<b>X</b>
<b>OTHER</b>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>The funds will be used to purchase new police cars and additional equipment.</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<i>The job is currently being performed with older cars that are high mileage and out of date equipment.</i>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<i>The department is experiencing increased maintenance and repair bills as well as more downtime for maintenance. These cars will replace unit #18, a 2008 Crown Vic with 144,346 miles and unit #32, a 2008 Crown Vic with 158,678 miles.</i>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?</b>	
<i>Walterboro Ford, Butler Dodge and Rizer Chevrolet.</i>	

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
CAPITAL REQUEST FORM**

6/15/2016

<b>DEPARTMENT:</b>	<b>POLICE</b>
<b>ITEM:</b>	<b>(1) Admin police car</b>
<b>COST:</b>	<b>\$32,000</b>
<b>PURPOSE OF PURCHASE</b>	
<small>(CHECK ONE OR MORE BOXES AS APPROPRIATE)</small>	
<b>SCHEDULED REPLACEMENT</b>	<b>X</b>
<b>PRESENT EQUIPMENT OBSOLETE</b>	<b>X</b>
<b>TO EXPAND SERVICE</b>	
<b>NEW OPERATION</b>	
<b>TO INCREASE SAFETY</b>	<b>X</b>
<b>TO SAVE LABOR COST</b>	<b>X</b>
<b>OTHER</b>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>	
<i>Purchase of new police car and equipment.</i>	
<b>HOW IS THE JOB PERFORMED NOW?</b>	
<i>The job is currently being performed with older cars that are high mileage and out of date equipment.</i>	
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>	
<i>The department is experiencing increased maintenance and repair bills as well as more down time for maintenance. This car will replace unit #14, a 2008 Crown Vic with 141,680 miles.</i>	
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?</b>	
<i>Walterboro Ford, Butler Dodge and Rizer Chevrolet.</i>	





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: JUDICIAL</b>		
<b>PERSONNEL LINE ITEMS</b>		
<b>SALARIES</b>		
CIVILIAN	\$	106,260
SWORN		
<b>SUBTOTAL</b>		<b>\$ 106,260</b>
<b>OVERTIME</b>		
CIVILIAN	\$	2,000
SWORN		
<b>SUBTOTAL</b>		<b>\$ 2,000</b>
<b>OTHER PAY</b>		
CIVILIAN	\$	-
27TH PAYROLL	\$	-
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>SOCIAL SECURITY</b>		<b>\$ 8,282</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 658</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$	11,974
SWORN		
<b>SUBTOTAL</b>		<b>\$ 11,974</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES		4
EIP (primary health insurance)	\$	24,192
Medical Bridge Hospitalization (Colonial)	\$	213
Employee Assistance Program (First Sun)	\$	91
Medical Employee Reimbursement Program (MERP)	\$	3,400
		<b>\$ 27,895</b>
<b>TOTAL</b>		<b>\$ 157,069</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: JUDICAL</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>550-011 TRAINING</b>	1,200	345	500	500	500
SUMMARY COURT - STAFF & JUDGE					
<b>550-012 TRAVEL</b>	3,000	843	2,500	1,500	1,500
SUMMARY COURT - STAFF/JUDGES					
NEW REQ MTGS FOR STAFF/JDGS					
<b>550-013 AWARDS &amp; CLAIMS</b>	100	0	100	100	100
<b>550-014 MEDICAL EXPENSE</b>	75	0	0	0	0
Wellness prevention					
<b>550-015 MEMBERSHIP DUES</b>	200	55	150	150	150
MASC/SCSCJA					
<b>550-016 OFFICE SUPPLIES</b>	4,000	1,924	4,000	3,000	3,000
copies/paper/ticket cards/pens/stamps					
<b>550-017 POSTAGE</b>	3,000	1,385	3,000	2,500	2,500
<b>550-023 TELEPHONE</b>	850	456	1,000	1,000	1,000
internet/long distance					
<b>550-029 SUPPLIES</b>	300	0	160	160	160
Election Commission					
<b>550-030 CONTRACTUAL SERVICES</b>	7,000	3,500	5,000	5,000	5,000
Court manage system/Public Defender					
<b>550-079 EMPLOYEE LEASING</b>	23,452	11,712	23,452	23,804	23,804
(2)ASSOCIATE JUDGES					
<b>550-087 LEGAL EXPENSE</b>	200	0	200	200	200
JURY DUTY/SPANISH INTERPRETER					
<b>TOTAL</b>	<b>43,377</b>	<b>20,220</b>	<b>40,062</b>	<b>37,914</b>	<b>37,914</b>





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: FIRE DEPARTMENT</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN		
SWORN	\$ 557,638	
<b>SUBTOTAL</b>		<b>\$ 557,638</b>
<b>OVERTIME</b>		
CIVILIAN		
SWORN	\$ 35,000	
<b>SUBTOTAL</b>		<b>\$ 35,000</b>
<b>OTHER PAY</b>		
VOLUNTEER	\$ 17,000	
HOLIDAY PAY ALLOWANCE	\$ 26,600	
EDUCATION INCENTIVE	\$ 10,097	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ 53,697</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 49,445</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 38,655</b>
<b>STATE RETIREMENT</b>		
CIVILIAN		
SWORN	\$ 88,806	
<b>SUBTOTAL</b>		<b>\$ 88,806</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	14	
EIP (primary health insurance)	88,416	
Medical Bridge Hospitalization (Colonial)	744	
Employee Assistance Program (First Sun)	317	
Medical Employee Reimbursement Program (MERP)	11,900	
		<b>\$ 101,378</b>
<b>TOTAL</b>		<b>\$ 924,619</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: FIRE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11-TRAINING</b>	5,000	4,963	7,000	5,000	5,000
National & SC Fire Academy training					
<b>12-TRAVEL</b>	2,000	1,213	3,000	2,000	2,000
National & SC Fire Academy training					
<b>13-AWARDS &amp; CLAIMS</b>	175	0	200	200	200
gift for retiring personnel					
<b>14-MEDICAL EXPENSE</b>	700	470	700	500	500
<b>16-MEMBERSHIP &amp; DUES</b>	475	155	475	475	475
<b>16 - OFFICE SUPPLIES</b>	2,500	1,228	2,500	2,000	2,000
<b>17-POSTAGE/SHIPPING</b>	200	60	200	200	200
<b>18-PUBLIC NOTICES</b>	1,000	323	1,000	0	0
<b>19 - ELECTRICITY</b>	9,000	3,581	9,000	9,000	9,000
<b>23-TELEPHONE SERVICES</b>	5,400	2,624	5,400	5,400	5,400
<b>26 - BUILDING MAINTENANCE</b>	10,000	15,557	20,000	10,000	10,000
renovate station #1/replace furniture					
<b>27- BLDG/MOB EQUIP INSURANCE</b>	600	518	600	600	600
<b>29-SUPPLIES</b>	8,000	2,467	8,000	7,000	7,000
<b>30-CONTRACTUAL</b>	10,000	4,625	10,000	10,000	10,000
<b>32 - VOLUNTEER EXPENSE</b>	15,000	19,959	0	0	0
moved to personnel					
<b>33-TIRES</b>	3,000	2,046	3,000	3,000	3,000
<b>34-GAS AND OIL</b>	20,000	8,337	20,000	20,000	20,000
<b>35-VEHICLE EXPENSES</b>	40,000	8,878	40,000	40,000	40,000
<b>38-TOOLS AND SMALL EQUIP</b>	18,500	17,636	18,500	18,500	18,500
them image camera - used to locate fire, victims and firefighters; hose; nozzles, CO2 detector					
<b>39-EQUIPMENT REPAIRS</b>	5,000	4,791	5,000	5,000	5,000
3 new firefighters equipment					
<b>40- UNIFORMS</b>	8,000	6,230	9,000	6,000	6,000

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT:FIRE DEPARTMENT</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>41-VEHICLE INSURANCE</b>	8,400	8,957	12,000	12,000	12,000
addtl fire truck					
<b>42-RADIO SERVICES</b>	1,000	0	21,000	1,000	1,000
purchase (5) 800 radios for on-call					
<b>90-DEBT SERVICE</b>	18,800	0	18,800	45,776	45,776
800 radio debt / new pumper/equip					
<b>91-TESTING &amp; EVALUATIONS</b>	200	0	200	200	200
<b>93-PRINTING &amp; FORMS</b>	500	0	500	0	0
<b>94-CONTINGENCY</b>	500	35	500	500	500
<b>95 - PHYSICALS</b>	9,500	0	9,500	6,000	6,000
<b>96 - FIRE PREVENTION</b>	2,000	1,757	3,000	2,000	2,000
expand community risk reduction program					
<b>628 - PERSONAL PROTECT GEAR</b>	16,500	12,578	16,500	10,000	10,000
<b>TOTAL</b>	<b>221,950</b>	<b>128,988</b>	<b>245,575</b>	<b>222,351</b>	<b>222,351</b>



**CITY OF WALTERBORO  
FY 2016-2017  
CAPITAL REQUEST FORM**

<b>DEPARTMENT:</b>	<b>FIRE DEPARTMENT</b>
<b>ITEM:</b>	<b>Fire Pumper with equipment</b>
<b>COST:</b>	<b>\$380,000</b>

<b>PURPOSE OF PURCHASE</b>	
(CHECK ONE OR MORE BOXES AS APPROPRIATE)	
<b>SCHEDULED REPLACEMENT</b>	
<b>PRESENT EQUIPMENT OBSOLETE</b>	<b>X</b>
<b>TO EXPAND SERVICE</b>	
<b>NEW OPERATION</b>	
<b>TO INCREASE SAFETY</b>	<b>X</b>
<b>TO SAVE LABOR COST</b>	<b>X</b>
<b>OTHER</b>	<b>X</b>

**WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?**

*A Fire Pumper is the primary truck we use for fire suppression and responds to all emergency calls. Our fleet is aging rapidly. We have a 2004 pumper (12 years old), 1999 pumper (17 years old) and 1989 pumper (27 years old) at this time. The plan is to replace the 1989 pumper with a new pumper and use the 1989 pumper as a reserve. A reserve pumper is needed to place into service when a first responding truck is placed out of service due to scheduled maintenance or repair. We have a 1984 pumper (32 years old) that served as our reserve however it was converted into a service truck when the metal water tank rusted through in several areas. There were problems with the fire pump as well. The 1989 pumper has served the City well however the engine is burning an excessive amount of oil weekly. Finding replacement parts is also becoming a challenge due to the age however by limiting the amount of calls the truck responds to can keep the truck in use for a few more years.*

**HOW IS THE JOB PERFORMED NOW?**

*We have a 2004, 1999 and 1989 fire pumpers.*

**WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?**

*Fire Pumpers are designed and used for emergency situations. Our 1989 truck is 28 years old and experiencing mechanical issues*

**WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)**

*Fireline, Inc. The authorized E-One dealer in South and North Carolina. The cost of the Fire Pumper with equipment \$380,000.00. The Pumper is \$260,000.00 and the equipment is \$120,000.00. We have (3) Fire Pumpers and (1) Ladder Truck that were built by E-One. The E-One factory is located in Ocala Florida.*

**CITY OF WALTERBORO  
FY 2016-2017  
CAPITAL REQUEST FORM**

<b>DEPARTMENT:</b>	<b>FIRE DEPARTMENT</b>	
<b>ITEM:</b>	<b>Self Contained Breathing Air Purification Compressor</b>	
<b>COST:</b>	<b>\$50,000</b>	
<b>PURPOSE OF PURCHASE</b>		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
<b>SCHEDULED REPLACEMENT</b>		
<b>PRESENT EQUIPMENT OBSOLETE</b>	<b>X</b>	
<b>TO EXPAND SERVICE</b>		
<b>NEW OPERATION</b>		
<b>TO INCREASE SAFETY</b>	<b>X</b>	
<b>TO SAVE LABOR COST</b>	<b>X</b>	
<b>OTHER</b>	<b>X</b>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>		
<p><i>Our Eagle Air Purification Compressor and filling station was purchased in 1987 and is 29 years old. This equipment is used to fill our Self Contained Breathing Apparatus cylinders that are used during emergency situations to protect fire personnel. Over the past several years we have experienced many maintenance issues with this equipment. Many parts have become obsolete due the age of the equipment. This system was not designed with an explosion proof cabinet to protect fire personnel when filling the high pressure cylinders. Should a cylinder malfunction during the filling process personnel may be seriously injured.</i></p>		
<b>HOW IS THE JOB PERFORMED NOW?</b>		
<p><i>With our Eagle Air Purification Compressor and filling station was purchased in 1987 and is 29 years old.</i></p>		
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>		
<p><i>This system was not designed with an explosion proof cabinet to protect fire personnel .</i></p>		
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>		
<p><i>Rhinehart Fire Services. The System is made by Scott. The Compressor, Charging station, Storage &amp; Racks \$50,000.00</i></p>		





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PARKS</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 209,930	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 209,930</b>
<b>OVERTIME</b>		
CIVILIAN	\$ 5,000	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 5,000</b>
<b>OTHER PAY</b>		
INCENTIVE	\$ 1,000	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ 1,000</b>
<b>SOCIAL SECURITY</b>		
		<b>\$ 16,519</b>
<b>WORKERS COMPENSATION</b>		
		<b>\$ 5,493</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 23,882	
<b>SUBTOTAL</b>		<b>\$ 23,882</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	7	
EIP (primary health insurance)	\$ 40,362	
Medical Bridge Hospitalization (Colonial)	\$ 372	
Employee Assistance Program (First Sun)	\$ 159	
Medical Employee Reimbursement Program (MERP)	\$ 5,950	
		<b>\$ 46,843</b>
<b>TOTAL</b>		<b>\$ 308,666</b>

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PARKS</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>11 - TRAINING</b>	1,500	655	1,500	1,500	1,500
<b>12 - TRAVEL</b>	100	0	100	100	100
<b>13 - AWARDS &amp; CLAIMS</b>	100	0	100	100	100
<b>14 - MEDICAL EXPENSE</b>	775	27	600	600	600
Wellness prevention/drug tests/hep B					
<b>15 - MEMBERSHIP DUES</b>	800	0	800	800	800
<b>16 - OFFICE SUPPLIES</b>	400	0	400	400	400
<b>17 - POSTAGE</b>	100	0	100	100	100
<b>18 - PUBLIC NOTICES</b>	300	270	300	300	300
<b>19 - ELECTRICITY</b>	6,500	3,670	7,000	7,000	7,000
Shop/parks/irrigation					
<b>23 - TELEPHONE</b>	4,000	1,908	4,000	4,000	4,000
mobiles/phone/internet-shop					
<b>26 - BUILDING MAINTENANCE</b>	200	174	200	200	200
<b>27 - BLDG/MOB EQUIP INSUR</b>	900	1,335	1,400	1,350	1,350
<b>29 - SUPPLIES</b>	6,000	6,155	6,500	6,500	6,500
<b>30 - CONTRACTUAL SERV</b>	4,000	2,895	4,000	4,000	4,000
<b>33 - TIRES</b>	1,000	1,170	1,000	1,000	1,000
<b>34 - GAS &amp; OIL</b>	13,000	5,497	13,000	13,000	13,000
<b>35 - VEHICLE EXPENSE</b>	3,500	2,853	3,500	3,500	3,500
<b>38 - TOOLS &amp; SMALL EQUIP</b>	6,500	6,160	6,500	6,500	6,500
<b>39 - EQUIPMENT REPAIR</b>	3,500	5,478	4,000	4,000	4,000

**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: PARKS</b>					
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2015-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>
<b>40 - UNIFORMS</b>	4,500	2,069	4,500	4,500	4,500
<b>41 - VEHICLE INSURANCE (5)</b>	2,745	2,129	2,745	2,745	2,745
added new vehicle					
<b>67 - WATER BILLS</b>	10,000	5,064	10,500	10,500	10,500
irrigation in rennov parks					
<b>87 - LEGAL EXPENSE</b>	0	0	0	0	0
<b>92 - TUITION REIMBURSEMENT</b>	4,500	1,852	8,000	4,500	4,500
<b>110 - PLANT MATERIAL</b>	27,500	8,890	27,500	27,500	27,500
<b>112 - CITY PARK MAINT</b>	10,000	5,811	13,000	18,000	18,000
add signage at parks					
<b>NEW - SANCTUARY MAINT</b>	0	0	10,000	5,000	5,000
<b>TOTAL</b>	<b>112,420</b>	<b>64,062</b>	<b>131,245</b>	<b>127,695</b>	<b>127,695</b>



**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
CAPITAL REQUEST JUSTIFICATION**

6/15/2016

<b>DEPARTMENT:</b>	<b>PARKS</b>		
<b>ITEM:</b>	<i>Sixty Inch Zero Turn Mower</i>		
<b>COST:</b>	<b>\$12,000</b>		
<b>PURPOSE OF PURCHASE</b>			
(CHECK ONE OR MORE BOXES AS APPROPRIATE)			
<b>SCHEDULED REPLACEMENT</b>	<input checked="" 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 checked="" type="checkbox"/>		
<b>TO SAVE LABOR COST</b>	<input type="checkbox"/>		
<b>OTHER</b>	<input type="checkbox"/>		
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>			
<i>To perform daily operations.</i>			
<b>HOW IS THE JOB PERFORMED NOW?</b>			
<i>2006 zero turn mower (when it is in service) or with the two other units we have.</i>			
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>			
<i>We have a 2006 zero turn mower that needs a new deck and numerous repairs.</i>			
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)?</b>			
<i>Joh Deere/Blanchard Equipment.</i>			

**CITY OF WALTERBORO  
FY 2016-2017  
CAPITAL REQUEST JUSTIFICATION**

6/15/2016

<b>DEPARTMENT:</b>	<b>PARKS</b>	
<b>ITEM:</b>	<b>F-250/2500 Pickup Truck</b>	
<b>COST:</b>	<b>\$32,000</b>	
<b>PURPOSE OF PURCHASE</b>		
(CHECK ONE OR MORE BOXES AS APPROPRIATE)		
<b>SCHEDULED REPLACEMENT</b>	<input checked="" 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 checked="" type="checkbox"/>	
<b>TO SAVE LABOR COST</b>	<input type="checkbox"/>	
<b>OTHER</b>	<input type="checkbox"/>	
<b>WHAT WILL THE EQUIPMENT OR CAPITAL ITEM BE USED FOR?</b>		
<i>To have the capability to pull all equipment trailers to perform daily operations.</i>		
<b>HOW IS THE JOB PERFORMED NOW?</b>		
<i>With the 2003 F-250 (when it is available) or hauling the small equipment trailer with the 2001 F-150 (if it is available).</i>		
<b>WHY IS THIS ITEM NEEDED THIS BUDGET YEAR?</b>		
<i>We have a 2001 F-150 (that cannot pull the heavier trailers) and a 2003 F-250 pickup that are not dependable. The fiscal year (2014-2015) we have spent over \$12,000 in vehicle repairs between these two trucks and \$7,500 this year (2015-2016). We went 2 weeks operating with only one vehicle, and several weeks with just two vehicles. These vehicles were purchased by the city used.</i>		
<b>WHAT IS THE SOURCE OF YOUR COST ESTIMATE (INCLUDE SALES TAX AND DELIVERY COST IF APPLICABLE)</b>		
<i>State Contract.</i>		





**CITY OF WALTERBORO  
FY 2016-2017 BUDGET  
PERSONNEL OPERATING BUDGET**

6/15/2016

<b>DEPARTMENT: TOURISM DEVELOPMENT</b>		
<b>PERSONNEL LINE ITEMS</b>		<b>LINE ITEM TOTAL</b>
<b>SALARIES</b>		
CIVILIAN	\$ 75,276	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 75,276</b>
<b>OVERTIME</b>		
CIVILIAN		
SWORN		
<b>SUBTOTAL</b>		<b>\$ -</b>
<b>OTHER PAY</b>		
CAR ALLOWANCE	\$ 2,400	
27TH PAYROLL	\$ -	
<b>SUBTOTAL</b>		<b>\$ 2,400</b>
<b>SOCIAL SECURITY</b>		<b>\$ 5,942</b>
<b>WORKERS COMPENSATION</b>		<b>\$ 878</b>
<b>STATE RETIREMENT</b>		
CIVILIAN	\$ 8,591	
SWORN		
<b>SUBTOTAL</b>		<b>\$ 8,591</b>
<b>HEALTH INSURANCE</b>		
# OF ELIGIBLE EMPLOYEES	1	
EIP (primary health insurance)	\$ 8,853	
Medical Bridge Hospitalization (Colonial)	\$ 53	
Employee Assistance Program (First Sun)	\$ 23	
Medical Employee Reimbursement Program (MERP)	\$ 850	
		<b>\$ 9,779</b>
<b>TOTAL</b>		<b>\$ 102,866</b>

**CITY OF WALTERBORO  
2016-2017 BUDGET  
OPERATING REQUEST**

6/15/2016

<b>DEPARTMENT: TOURISM DEVELOPMENT</b>						
<b>LINE ITEM DESCRIPTION</b>	<b>2015-2016 BUDGETED</b>	<b>2016-2016 YTD ACTUAL</b>	<b>DEPARTMENT REQUESTED LINE ITEM TOTAL</b>	<b>MANAGER'S RECOMMENDATION</b>	<b>COUNCIL APPROVED</b>	
<b>11 Training</b>	1,500	695	3,000	2,500	2,500	
STS, SCNBT, Gov conf, Marketing coll						
<b>12 Travel</b>	1,500	599	2,500	2,500	2,500	
STS, SCNBT, Gov conf, Marketing coll						
<b>13 Awards &amp; Claims</b>	500	0	500	500	500	
Familiarization, outreach						
<b>14 Medical Expense</b>	25	0	0	0	0	
Wellness prevention						
<b>15 Membership &amp; Dues</b>	1,000	635	1,000	1,000	1,000	
sts, scnbt, travel & tourism coalition regional tourism						
<b>16 Office Supplies</b>	1,000	560	1,000	1,000	1,000	
Printing, supplies, etc.						
<b>17 Postage</b>	1,000	29	1,000	1,000	1,000	
<b>23 Telephone</b>	2,500	1,160	2,500	2,500	2,500	
<b>26 Building Maintenance</b>	2,000	14	2,000	2,000	2,000	
<b>29 Supplies</b>	4,000	399	4,000	2,000	2,000	
Calendar of Events, seed packets, tourism related supplies, press kits						
<b>30 Contractual Services</b>	14,000	4,993	26,000	14,000	14,000	
Addtl cleaning, web site, PR media extra carpet/floor/window cleaning website						
<b>113 Advertising &amp; Promotion</b>	5,000	4,888	10,000	7,500	7,500	
Antiques newspaper, Comcast Lowcountry Guidebook, WCIV 4 local newspapers, BRAG campaign						
<b>TOTAL</b>	<b>34,025</b>	<b>13,972</b>	<b>53,500</b>	<b>36,500</b>	<b>36,500</b>	





**CITY OF WALTERBORO  
FY 2015-2024 BUDGET  
GENERAL FUND DEBT SERVICE ANALYSIS**

DEBT ITEMS	DEPT. / LINE ITEM	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
2011 GO BOND \$630,000 @ 2.21% 96 mos	NON DEPT 1090	\$ 90,130	\$ 90,130	\$ 90,130	\$ 90,130	\$ -	\$ -	\$ -	\$ -	\$ -
2011 GO BOND \$1,370,000 @ 3.49% 180 mos	NON DEPT 1090	\$ 115,528	\$ 115,528	\$ 115,528	\$ 115,528	\$ 129,882	\$ 129,882	\$ 129,882	\$ 129,882	\$ 129,882
Police Band Radios \$312,000 @ 1.55% 60 mos	500 & 600 / 090	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2015 Garbage Truck \$204,957 @ 1.61% 60 mos - moved to Enterprise Fund	800-090	\$ 42,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>NEW</b> 2016 Fire Truck \$380,000 @ 2.5% 60 months	600-090	\$ -	\$ 26,976	\$ 80,928	\$ 80,928	\$ 80,928	\$ 80,928	\$ 53,952	\$ -	\$ -
<b>TOTAL CURRENT SCHEDULED DEBT</b>		\$ 323,349	\$ 307,634	\$ 361,586	\$ 286,586	\$ 210,810	\$ 210,810	\$ 183,834	\$ 129,882	\$ 129,882