



TOWN OF MONCK'S CORNER

Adopted Budget

FY 2020 - 2021

TOWN OF MONCK'S CORNER SOUTH CAROLINA

October 1, 2020 - September 30, 2021

MAYOR

Michael Locklear

MAYOR PRO TEM
David Dennis, Jr

COUNCIL MEMBERS

Charlotte Cruppenink
Dewayne Kitts
James Law, Jr.
James Ware, III

TOWN ADMINISTRATOR

Jeffrey Lord

MANAGEMENT

The Lowcountry's Hometown.

Marilyn Baker, Administrative Services
Director - Clerk to Council
Robert Gass, Fire Chief
Rebecca Ellison, Recreation Director
Logan Faulkner, Public Service Director
Ehrichs Ollic, Police Chief
Douglas Polen, Community Development Director
Robert Watson, Municipal Judge

Town of Moncks Corner
FY 2021 Budget
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STATE OF SOUTH CAROLINA)

COUNTY OF BERKELEY) ORDINANCE 2020 -19

TOWN OF MONCK'S CORNER)

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE TOWN OF MONCK'S CORNER, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021.

WHEREAS, Sub-section 3 of Section 5-7-260, and Section 5-21-110 of the Code of Laws of South Carolina, 1976, as amended, provide that municipalities have the authority to adopt budgets and levy taxes,

BE IT ORDAINED by the Town Council of the Town of Moncks Corner in Council duly assembled and by the authority of the same as follows:

SECTION 1.

That the prepared budget and estimated revenue for payment of the same is hereby adopted and is made a part hereof as fully as if incorporated herein and a copy thereof is hereto attached.

SECTION 2.

That a tax to cover the period from the first day of October 2020, to the last day of September 2021, both inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the Town of Moncks Corner for the use and services thereof: i.e., a tax of six and 71/100 (\$6.71) Dollars (67.1 Mills) on every One Hundred and No/100 (\$100.00) Dollars in assessed value of real estate and personal property of every description owned and used in the Town of Moncks Corner except such as exempt from taxation under the Constitution and laws of the State of South Carolina, is and shall be levied and paid into the Town treasury for the credit of the Town of Moncks Corner for the corporate purposes, permanent improvements, current expenses and the payment of interest and

retirement of outstanding bonds and debts of said municipality. The total tax levy of sixty-seven point one (67.1) mills is apportioned as follows: Sixty-four point one (64.1) mills for the general operation of the Town and three (3) mills for outstanding bonds and debt service.

SECTION 3.

Local Option Sales Tax anticipated collections in the amount of one million six hundred twenty-one thousand dollars (\$1,621,000) derived from the Local Option Sales Tax (LOST) Fund shall be distributed as follows: Eight hundred eleven thousand dollars (\$811,000) of Local Option Sales Tax will be used for property tax relief. Tax Credits are based on 0.000684 (ratio) as applied to the total appraised property values of one billion one hundred eighty-six million three-hundred seventy-five thousand eight hundred forty dollars (\$1,186,375,840). Eight hundred ten thousand dollars (\$810,000) of Local Option Sales Tax Revenues will be used for general operating purposes.

SECTION 4.

The Clerk-Treasurer shall be responsible for the collection of delinquent taxes from Berkeley County.

SECTION 5.

Annual residential sanitation fees will be set at \$166.92 on the property tax bills. Commercial roll cart fees will be set at \$19.61 per month.

SECTION 6.

Annual residential stormwater fees will be set at \$36.00 for all single-family residential units and all annual non-residential property fees will be set at \$36.00 per ERU for all other properties on the property tax bills.

SECTION 7.

The Mayor shall administer the budget and may authorize the transfer of appropriate funds within and between departments as may be necessary to achieve the goals of the budget. Funds expended from the Contingency account require prior approval of the Mayor and Town Council.

SECTION 8.

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

SECTION 9.

This Ordinance shall take effect upon final reading and approval of Town Council.

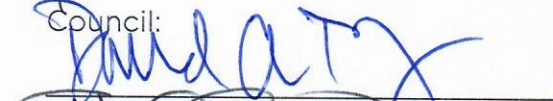

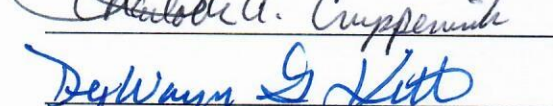
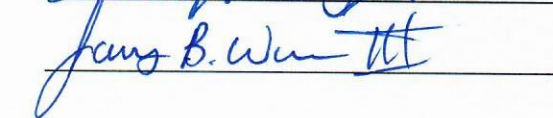
APPROVED, this 15th day of September, 2020.


Michael Locklear, Mayor

First Reading: August 18, 2020

Second Reading: September 15, 2020

Council:



Charlotte A. Cruppen

DeWayne G. Little

James B. Wynn III

Attest:


Marilyn Baker, Clerk Treasurer

Viewed by Town Attorney and approved as to form.


John West, Town Attorney

PUBLIC NOTICE

Pursuant to Section 6-1-80 of the SC Code of Laws, a Public Hearing on the proposed 2020 - 2021 fiscal year budget for the Town of Moncks Corner will be held on September 15, 2020 at 6:00 pm at the Moncks Corner Municipal Complex, 118 Carolina Avenue. The following budget is proposed and is subject to changes by the Mayor and Town Council.

General Fund

Current FY Adopted Budgeted Revenue	Projected Revenue 2020 - 2021	Percentage Change in Revenue	Current Fiscal Year Millage
\$11,033,715	\$12,044,721	9.2%	67.1

Current FY Adopted Budgeted Expenditures	Projected Expenditures 2020 -2021	Percentage Change in Expenditures	Estimated Millage for 2020 -2021
\$11,033,715	\$12,044,721	9.2%	67.1

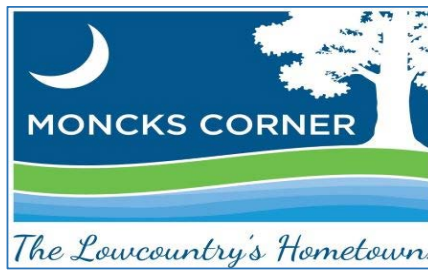
The millage for 2020 - 2021 equals \$67.10/\$1,000 of assessed property value.

Stormwater Enterprise Fund

Current Fiscal Year Budgeted Revenue	Projected Revenue 2020 - 2021	Percentage Change in Revenue
\$425,000	\$594,410	39.9%

Current Fiscal Year Budgeted Expenditures	Projected Expenditures 2020 -2021	Percentage Change in Expenditures
\$425,000	\$594,410	39.9%

For additional information, please contact Marilyn Baker, Administrative Services Director - Clerk to Council at (843) 719-7906



Town Administrator's Budget Message

FY 2020 - 2021 Budget

August 18, 2020

Honorable Mayor and Council Members:

It is my pleasure to submit a balanced budget for the Town of Moncks Corner, covering fiscal year 2021. This is a performance based budget as implemented three fiscal years ago and I applaud Town Council for instituting such an innovative, priority-focused approach to the budgeting process.

Preliminary Processes

A precursor to the budget process is an identification of strategic goals that guide the budget in the implementation process. Council's Vision, Mission, Values and short and long-term goals were the guiding standard followed in the preparation of this proposed budget.

Town of Moncks Corner Long-term Goals

Clean-up / Improve Town Appearance

If we are to ask others to invest in our community and call it home, we need to show that we are willing to do the same. The appearance of the Town is essential in creating a sense of place.

Promote the Town's Sense of Safety

People and businesses go where they feel they and their investments are safe. Once a community gets a reputation as unsafe, it can be nearly impossible to reverse it. Therefore, maintaining and improving the community's sense of safety is vital.

Improve Operations / Communications

The more efficiently and effectively the Town can use its resources to meet the service demand expectations of its citizens and businesses, the more opportunities it has to meet those expectations. And better communication will promote a better understanding of the services provided and our efforts to meet expectations.

Expand Town Services / Diversify Revenue Base

If the Town is going to be protected from future unplanned changes in revenue, it must grow and diversify its base. This will also help improve the Town's ability to provide services and reduce the burden for our citizens and businesses.

Improve Business Development Environment

Businesses need to know the opportunities that are available to them in the Town of Moncks Corner. The Town should act to remove all barriers, whether they be actual or perceived to development.

Expand Enrichment Activities that Improve Quality of Life

The creation of a sense of place, where there are activities and events people want, will increase the development pressure and bring customers to our businesses.

Leverage Intergovernmental Partnerships

The Town serves as the collective voice of its citizens to all levels of government: Special Districts, County, State and Federal. And while we share citizens, we often provide them with different or duplicative services such as: roads, animal control, stormwater, fire, and police protection. Therefore, the Town should communicate and work with our partners to promote the provision of these services.

Growth

Moncks Corner is a community that has grown significantly over the past year at 5.05%. It is anticipated that the population will continue to grow as Moncks Corner becomes more integrated into the urbanized area of the region and new employment uses are developed. In the last year, the CPI increased 1.81% in Moncks Corner indicating the market's growth.

Both residential and commercial developments within the Town have increased significantly. Based on this recent and anticipated continued growth, the Town is taking proactive steps to nurture, guide and direct future growth to maintain its high quality of life for Moncks Corner residents.

Budget Overview

The FY 2021 budget reflects the adversity of the environment due to COVID-19. Both revenue and expenditures were budgeted conservatively to reflect these conditions. Fiscal Year 2021 revenue and other financing sources are projected to be \$12,044,721 which represents an increase of 9.2% over FY 2020 adopted budget. The increase is primarily due to anticipated grant revenue and transfers from the Local Tax and Stormwater Funds. Budget expenditures and other financing uses are expected to be \$12,044,721 which is a 9.2% increase from last fiscal year's adopted budget. The increase is primarily due to personnel and debt service expenditures related to the Public Service Department's Sanitation and Stormwater divisions.

As the Town continues a Performance Measurement Program, you will find department level goals and measures in the appropriate sections of this document. During this fiscal year these measures will be broken down to the employee level for performance review. The FY 2021 budget allows for a merit increase to reflect measured employee performance.

General Fund Revenues

Although the primary increase in General Fund revenues for FY 2021 is due to anticipated grant revenue, the Town's property tax collections and business license, permits and franchise fees are anticipated to increase 11.4%. Charges for services are expected to decrease slightly at 1.5%.

The following table depicts the Town's top three revenue sources:

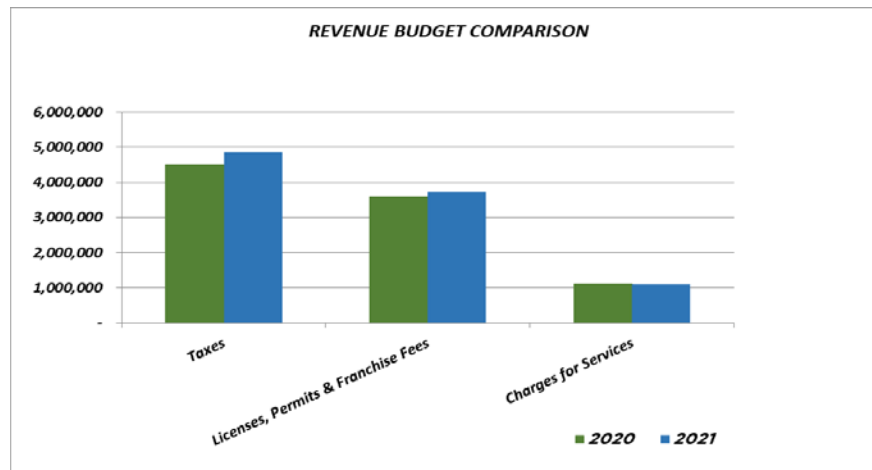
History and Projection of Top Revenue Sources - General Fund

	Audited			Budget	Proposed
<i>Top Three Sources</i>	2017	2018	2019	2020	2021
Taxes	3,517,758	3,823,796	3,904,887	4,509,889	4,846,396
Business License, permits and franchise fees	3,284,327	3,498,062	3,622,900	3,591,500	3,734,300
Charges for Services	726,833	1,072,349	1,126,250	1,113,900	1,097,500
Total - Top 3 Sources	7,530,935	8,396,225	8,656,056	9,217,309	9,680,217
<i>% Increase</i>	14.49%	11.49%	3.09%	6.48%	5.02%
<i>Other Sources</i>	\$896,518	\$1,518,505	\$1,591,969	\$2,437,406	\$2,364,504
Total	\$8,427,453	9,914,730	10,248,025	11,654,715	12,044,721
Total General Fund Revenues					
<i>% from top three sources</i>	89%	85%	84%	79%	80%
<i>% from all other sources</i>	11%	15%	16%	21%	20%

Taxes The Town's total tax revenue is projected to increase 7.5% from FY 2020. The increase is primarily due to an anticipated increase in the Town's property taxes as annexed areas have been included in the revenue base. The Town's operating tax millage for FY 2021 will remain the same as FY 2020 at 64.1 mills. The Town also anticipates an increase in Local Option Sales Tax Relief by 3.3%. This increase allows the Town to provide a larger property tax credit to local taxpayers. In FY 2021, the Town anticipates to distribute \$811,000 in local option sales tax credits to local taxpayers on their tax bills.

Business License, Permits and Franchise Fees These fees combined are expected to increase slightly at 4% from last fiscal year's budget. Business license fees are anticipated to remain the same as some businesses have faced financial hardship during the pandemic. Building permits and franchise fees are expected to increase from FY 2020. These increases are due to building construction and services provided in annexed areas.

Charges for Services The Town's charges for services include: sanitation fees, recreation fees, facility rental fees, and fire response and rescue fees. The Town anticipates a minor decrease of 1.5% from last fiscal year's budget. The Town's top three revenue sources budget comparison is depicted below.



Property Taxes The Town's General Fund will receive 64.1 mills of general property tax for operating purposes. As the Town's largest revenue stream, property taxes provide 40% of General Fund revenues. The Town's assessed value grew 9.61% with a value of a mill at \$63,363.32. Real property assessed value increased \$5,330,470 or 11%; personal property increased \$18,020; and motor vehicles increased \$207,390 or 4% primarily due to the addition of annexed areas on the property tax bill. The assessed valuation history is detailed below.

Assessed Valuation of Property within the Town of Moncks Corner

Fiscal Year	Real Estate	Personal Property	Motor Vehicles	Total	Increase Over Prior Year
2017	33,551,160	4,350,670	5,720,130	43,621,960	3.30%
2018	37,143,680	4,967,060	4,583,710	46,694,450	7.04%
2019	40,224,010	4,958,270	4,327,120	49,509,400	6.03%
2020	46,885,360	5,771,530	5,150,550	57,807,440	16.76%
2021	52,215,830	5,789,550	5,357,940	63,363,320	9.61%



General Fund Expenditures

The General Fund's fiscal year 2021 department expenditures are projected at \$11,630,368, which is a 7% increase from FY 2020. Departments are minimizing expenditures in an effort to reserve funds during the economic uncertainty due to the pandemic. The largest portion of the General Fund's expenditures are personnel services at \$7,558,105 or 65% of total department expenditures. This is an increase of 13% from FY 2020 and is primarily due to the addition of employees for the Sanitation and Stormwater divisions in the Public Service Department. These additional services correlate with the increase in debt service as equipment is needed for operations. Operating expenses are projected to be \$2,445,061 or 21% of the overall department expenditures. This is a 13% decrease from FY 2020 as departments make an effort to reduce spending. The General Fund expenditures budget comparison by categories is shown below.

General Fund Expenditures - Budget Comparison by Categories

	FY 2020	FY 2021
Personnel Services	6,700,303	7,558,105
Contractual Services	524,091	570,700
Operating	2,819,737	2,445,061
Grants	220,500	315,465
Capital Outlay	359,000	336,553
Debt Service	55,934	270,784
Other	142,200	133,700
Total Expenditures	\$ 10,821,765	\$11,630,368

Fund Balance

The Town's General Fund ending balance for fiscal year 2020 is projected to be \$4,275,469 which is 35% of the year's expenditures and other financing uses. As the chart indicates below, projected year end fund balance is anticipated to remain the same in FY 2021. As such no fund balance is needed to balance the FY 2021 budget. The trends in the General Fund ending balance through the upcoming year are shown below.

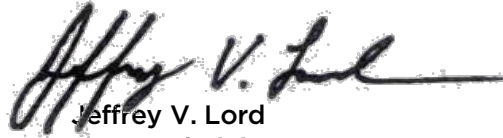
General Fund - Fund Balance Trends

	Audited FY 2019	Projected FY 2020	Budget FY 2021
Ending Fund Balance	\$4,703,055	\$4,275,469	\$4,275,469
Expenditures & Uses	10,108,761	12,082,301	12,044,721
Fund Balance %	46.52%	35.39%	35.50%

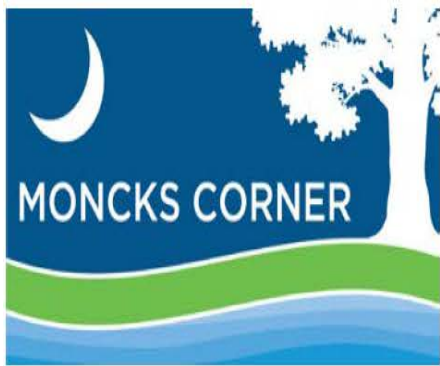
Summary

The Town of Moncks Corner's 2021 fiscal year budget is able to meet the needs of residents by providing services with a small increase in expenditures. While the Town continues to grow at this time, we have incorporated a resiliency budget analysis if a downturn would occur. We strive to complete goals that provide a quality of life and comforts for our citizens. The proposed budget emphasizes measurements and goals that will allow the Town to continue to provide such services to our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey V. Lord". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jeffrey V. Lord
Town Administrator



The Lowcountry's Hometown

PO Box 700 | Moncks Corner, SC 29461 | 843.719.7900 | monckscornersc.gov

Vision Statement

Moncks Corner is an attractive, thriving community which provides opportunity for its citizens and businesses while remaining safe and fiscally sound.

Mission Statement

The Town's mission is to provide reliable, quality services, protect our citizens and property, improve the quality of life and promote development through managed growth.

Values Statement

The purpose of the Town is to provide safe, quality services. Therefore customer service, and professionalism are the highest priorities. For everyone we meet, we are the Town of Moncks Corner. In everything we do, we will look the part, act the part and do our part.



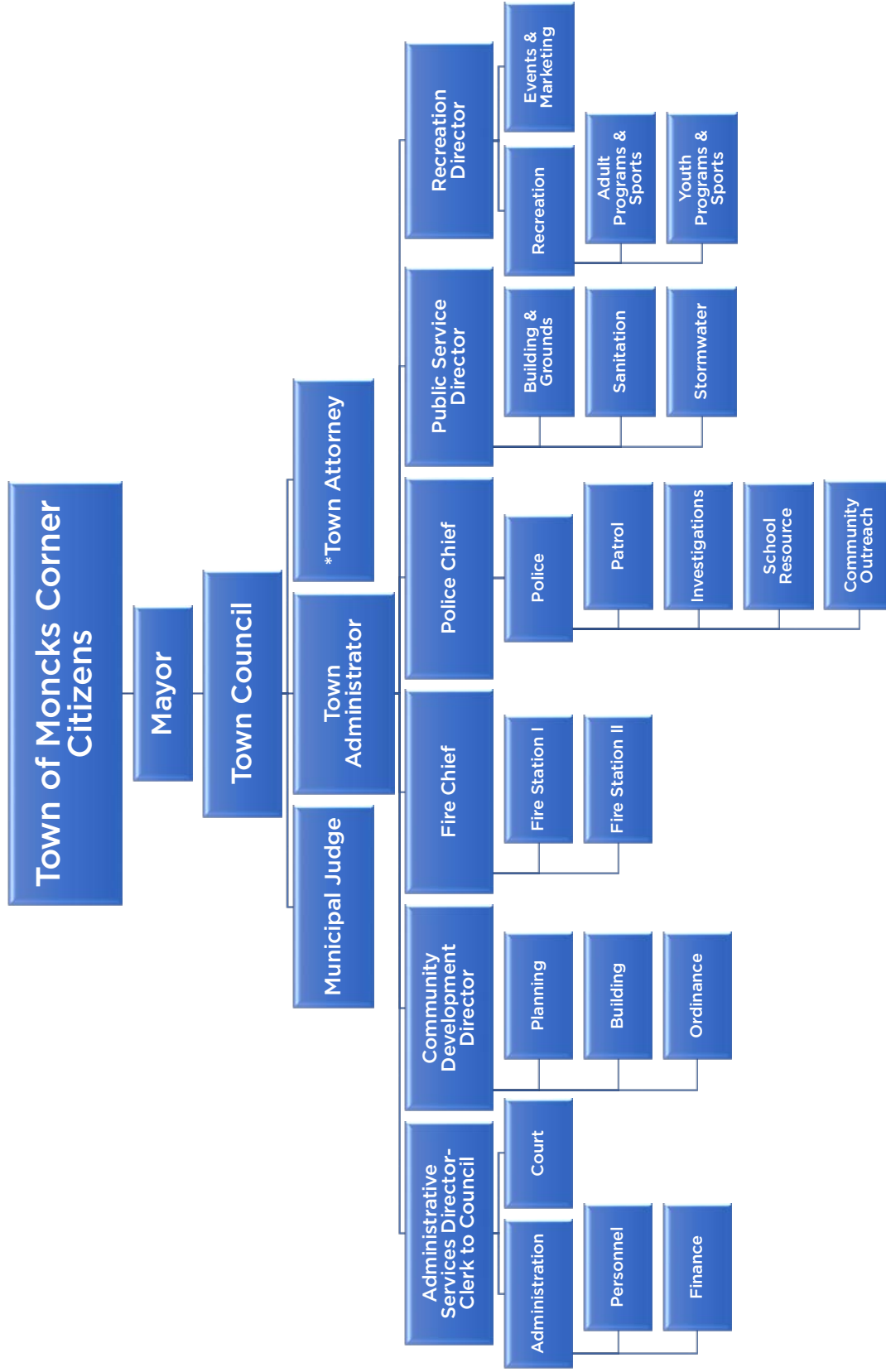
The Lowcountry's Hometown

PO Box 700 | Moncks Corner, SC 29461 | 843.719.7900 | monckscornersc.gov

Strategic Goals

- 1. Clean-up / Improve Town Appearance** - If we are to ask others to invest in our community and call it home, we need to show that we are willing to do the same
- 2. Expand Town Services / Diversify Revenue Base** - If the Town is going to be protected from future unplanned changes in revenue, it must grow and diversify its base. This will also help improve the Town's ability to provide services and reduce the burden for our citizens and businesses.
- 3. Promote the Town's Sense of Safety** - People and businesses go where they feel they and their investments are safe. Once a community gets a reputation as unsafe it can be nearly impossible to reverse it. Therefore, maintaining and improving the community's sense of safety is vital.
- 4. Improve Business Development Environment** - Businesses need to know the opportunities that are available to them in Moncks Corner. The Town should act to remove all barriers whether they be actual or perceived to development.
- 5. Improve Operations / Communications** - The more efficiently and effectively the Town can use its resources to meet the service demands of its citizens and businesses, the more opportunities it has to meet those expectations. And the better communication will promote a better understanding of those services provided and our efforts to meet expectations.
- 6. Expand Enrichment Activities that Improve Quality of Life** - The creation of sense of place, where there are activities and events people want, will increase the development pressure and bring customers to our businesses.
- 7. Leverage Intergovernmental Partnerships** - The Town serves as the collective voice of its citizens to all levels of government; Special Districts, County, State, and Federal. And while we share citizens, we often provide them different or duplicative services; like roads, animal control, storm water, fire, and police protection. Therefore, the Town should communicate and work with our partners to promote the provision of these services.

TOWN OF MONCKS CORNER ORGANIZATIONAL CHART



*Services contracted outside the organization

TOWN OF MONCKS CORNER

Authorized Regular Full Time Positions

Town Council has long recognized that employees are the Town's most important asset and has invested substantially in employees' training and development over the years. Town Council has adopted the position that the Town should limit the number of employees to the absolute minimum "to get the job done" while ensuring that employees are fairly compensated and receive ample opportunities for professional growth. This policy has resulted in having well trained and highly motivated employees providing excellent services to the citizens of the Town of Moncks Corner.

Department - Function	FY17	FY18	FY19	FY20	FY21
Administration	7	7	7	7	7
Community Development	4	4	5	5	6
Court	2	2	2	2	2
Fire	14	14	22	20	21
Police	30	30	31	31	32
Police - SRO	4	4	4	5	6
Police - Hwy Safety Traffic Grant	0	1	1	1	1
Public Service - Building & Grounds	11	11	13	13	13
Public Service - Sanitation	0	0	0	7	10
Public Service - Stormwater	0	0	0	3	3
Recreation	2	3	5	7	7
Total Full Time Positions	74	76	90	101	108

Town of Moncks Corner

FOIA Salary Disclosure

The following compensation disclosures are made per Section 30-4-40 (a) (6)

<i>Department</i>	<i>Position</i>	<i>Number</i>	<i>Range</i>	<i>Actual</i>
Administration	Mayor	1		\$ 18,420
	Councilmember	6		\$ 6,648
	Town Administrator	1		\$ 140,508
	Administrative Services Director - Clerk to Council	1		\$ 87,320
	Accountant	1		\$ 64,185
	Administrative Coordinator	1	\$ 42,000 - \$ 46,000	
	Administrative Assistant	1	\$ 30,000 - \$ 34,000	
	Administrative Support Specialist	1	\$ 30,000 - \$ 34,000	
Community Development	Community Development Director	1		\$ 81,805
	Building Official / Fire Marshal	1		\$ 64,640
	Deputy Building Official	1	\$ 46,000 - \$ 50,000	
	Main Street Director, PIO	1	\$ 45,000 - \$ 49,000	
	Building Inspector	1	\$ 41,000 - \$ 45,000	
	Permitting Technician	1	\$ 32,000 - \$ 36,000	
Court	Municipal Court Judge	1	\$ 41,000 - \$ 45,000	
	Clerk of Court	1		\$ 57,649
	Court Clerk	1	\$ 26,000 - \$ 30,000	
Fire	Fire Chief	1		\$ 71,109
	Battalion Chief	1		\$ 64,687
	Battalion Chief	1		\$ 63,046
	Captain	1		\$ 64,106
	Captain	1		\$ 51,821
	Captain	4	\$ 46,000 - \$ 50,000	
	Engineer	1	\$ 36,000 - \$ 40,000	
	Engineer	5	\$ 34,000 - \$ 38,000	
	Firefighter 2 / EMT 2	1	\$ 34,000 - \$ 38,000	
	Firefighter 2 / EMT 2	3	\$ 26,000 - \$ 30,000	
	Firefighter 2	1	\$ 26,000 - \$ 30,000	
	Firefighter 1 / EMT	1	\$ 26,000 - \$ 30,000	
Police	Police Chief	1		\$ 107,301
	Captain	1		\$ 77,231
	Lieutenant	1		\$ 56,763
	Lieutenant	1		\$ 56,700
	Lieutenant	1		\$ 55,669
	Sergeant	3	\$ 45,000 - \$ 49,000	
	Corporal	3	\$ 42,000 - \$ 46,000	
	Corporal	2	\$ 36,000 - \$ 40,000	
	Officer - Certified	1	\$ 42,000 - \$ 46,000	
	Officer - Certified	8	\$ 38,000 - \$ 42,000	
	Officer - Certified	9	\$ 34,000 - \$ 38,000	
	Officer - Uncertified	1	\$ 36,000 - \$ 40,000	
	Officer - Uncertified	3	\$ 30,000 - \$ 34,000	
	Accreditation Manager	1	\$ 34,000 - \$ 38,000	
	Assistant to Chief of Police	1	\$ 36,000 - \$ 40,000	
	Administrative Assistant	1	\$ 34,000 - \$ 38,000	
	Clerk	1	\$ 20,000 - \$ 24,000	
	Victims Advocate	1	\$ 38,000 - \$ 42,000	
Public Service	Public Service Director	1		\$ 77,665
	Sanitation Supervisor	1		\$ 50,400
	Maintenance / Facilities Manager	1	\$ 45,000 - \$ 49,000	
	Stormwater Supervisor	1	\$ 42,000 - \$ 46,000	
	Maintenance Foreman - Roadside	1	\$ 38,000 - \$ 42,000	
	Sanitation Operator II	3	\$ 30,000 - \$ 34,000	
	Equipment Operator II	1	\$ 30,000 - \$ 34,000	
	Equipment Operator II	4	\$ 25,000 - \$ 29,000	
	Equipment Operator I	5	\$ 23,500 - \$ 27,500	
	Refuse Collector	1	\$ 28,000 - \$ 32,000	
	Refuse Collector	5	\$ 23,500 - \$ 27,500	
	Grounds Technician	2	\$ 3,000 - \$ 7,000	
	Custodian	1	\$ 23,500 - \$ 27,500	
Recreation	Recreation Director	1		\$ 71,400
	Athletic Director	1		\$ 54,621
	Athletic Director	1	\$ 45,000 - \$ 49,000	
	Program & Event Manager	1	\$ 38,000 - \$ 42,000	
	Equipment Operator II	2	\$ 25,000 - \$ 29,000	
	Recreation Coordinator	3	\$ 3,800 - \$ 4,200	
	Grounds Technician	1	\$ 3,000 - \$ 7,000	
	Concession Stand Supervisor	1	\$ 25,000 - \$ 29,000	
	Concession Stand Attendant	7	\$ 2,800 - \$ 3,200	
Total (minus Council)		121		

TOWN OF MONCK'S CORNER

Description of Budgeted Funds

Annual budgets are adopted each fiscal year for the funds described below. The Town's budgeted funds include six governmental funds and one proprietary fund. Governmental funds are budgeted and accounted for using the modified accrual basis of accounting. In which, revenues are recognized when they become available and measurable and with a few exceptions, expenditures are recorded when liabilities are incurred. Proprietary funds are budgeted and accounted for using the accrual basis of accounting. In which, revenues are recognized when earned and expenses are recorded when the liability is incurred.

Governmental Funds

General Fund - Fund 10

is the general operating fund of the Town. It accounts for all financial resources except those required to be accounted for in another fund. All departmental expenditures are recorded in this fund.

Abatements & Improvements Fund - Fund 82

is a *Special Revenue* fund that records approved Council allocations of excess General Fund revenues to be used for Town improvements and abatements.

Bond Sinking Fund - Fund 80

is a *Debt Service* fund that records the tax revenues from the imposed debt millage for the Town's General Obligation bond payments.

Capital Improvements Fund - Fund 84 is a *Capital Projects* fund that records transfers from other funds to be used for capital projects.

Community Recreation Complex Fund - Fund 83

is a *Debt Service* fund that records transfers from the Local Tax Fund for the Revenue Bond payments. The bond was issued in 2010 in the amount of \$6,925,000 for the land and construction of the Moncks Corner Recreation Complex.

Local Tax Fund - Fund 81 is a *Special Revenue* fund that records the 2% hospitality tax revenues in which a portion is restricted for the revenue debt service payments. The fund also records the 1% local accommodations tax revenues.

SC State Accommodations Tax Fund- Fund 15

is a *Special Revenue* fund that accounts for the 2% A-Tax collected from the State and distributed to the municipality. The first \$25,000 and 5% of the balance is transferred to the General Fund for operating purposes. The remainder must be used for tourism related activities. The Town allocates 65% to Events & Marketing for tourism events and 35% for advertising and promotion.

Victim's Advocate Fund - Fund 17

is a *Special Revenue* fund that is funded by court fees collected for victims. The victim's advocate assists domestic violence, sexual assault and other victims by giving them the resources they need to protect themselves.

Proprietary Funds

Stormwater Utilities Fund - Fund 62

is an *Enterprise* fund that accounts for the stormwater fees imposed on tax payers on their tax bill; and stormwater permit fees collected by the Town. Transfers are made to the General Fund for personnel and other expenditures that are not recorded in the Stormwater Fund.

STATEMENT OF ACTIVITIES - GENERAL FUND (modified accrual)
BUDGET FISCAL YEAR 202

FUNCTIONS / PROGRAMS		PROGRAM REVENUES			NET (EXPENSE) REVENUE AND CHANGES IN FUND BALANCE
		Charges For Services	Operating Grants And Contributions	Capital	Governmental Activities
PRIMARY GOVERNMENT	Expenses				
Governmental Activities:					
Administration	1,742,023	2,355,000			612,977
Community Development	558,207	582,300			24,093
Court	214,439				(214,439)
Fire Department	2,216,693	15,000	238,299	-	(1,963,394)
Police Department	2,930,427	47,500	45,000		(2,837,927)
Police - SRO	370,191		332,832		(37,359)
Police - Traffic	173,154		173,154		-
Public Service - Building & Grounds	1,327,863				(1,327,863)
Public Service - Sanitation	748,117	740,500			(7,617)
Public Service - Stormwater	219,124				(219,124)
Recreation	1,130,130	334,500	85,500		(710,130)
Transfers Out	414,353				(414,353)
TOTAL PRIMARY GOVERNMENT	\$ 12,044,721	\$ 4,074,800	\$ 874,785	\$ -	\$ (7,095,136)
General Revenues:					
Taxes:					
Property Taxes Levied for General Purposes					3,115,922
Local Option Sales Taxes					1,621,000
Homestead Reimbursement					65,900
Inventory Tax					43,574
Alcohol Permit Taxes					18,000
Franchise Fees					779,000
Intergovernmental					186,949
Miscellaneous					85,100
Sale of Equipment					10,000
Transfers In					1,169,691
Total General Revenues					<u>7,095,136</u>
CHANGE IN FUND BALANCE					-
Beginning Fund Balance					<u>4,275,469</u>
Ending Fund Balance					\$ <u>4,275,469</u>

GENERAL FUND FY 2021 DISCRETIONAL BUDGET ITEMS

Discretionary Budget Items				
GENERAL FUND	Operating	Capital	Other	Total
Administration Department				
2% Merit increases for all departments	57,734			57,734
401K Match	65,000			65,000
Audit Services	500			500
Codification	225			225
Legal Services - Town Attorney increase	12,000			12,000
Computer - Software maintenance increase	4,000			4,000
Computer - IT services increase	7,800			7,800
Computer - Multi-Factor Authentication & Omnikey Readers	4,600			4,600
Computer - Municode meetings software	3,800			3,800
Computer - miscellaneous	2,000			2,000
Computer - Domain Controller	4,500			4,500
Computer - RMS Server is non compliant / end of life	14,000			14,000
Dues / Subscriptions	405			405
Equipment Maintenance	900			900
FEMA Claims - anticipated FEMA expenditures due to pandemic/storms	30,000			30,000
Fuel	200			200
Liability Insurance	62,400			62,400
Printing	300			300
Professional Development	1,940			1,940
Property Taxes / Stormwater Fees	9,500			9,500
Sales Tax	1,000			1,000
Community Development Department				
Personnel - Main Stree Director position Grade E-109 includes benefits	65,374			65,374
Personnel - change Ordinance Officer Grade N-106 to Building Inspector Grade N-107 includes benefits	9,728			9,728
Professional Services - Comp Plan Phase I (BCDCOG)	25,000			25,000
Equipment Maintenance - equipment needed for stormwater	1,000			1,000
Dues / Subscriptions - additional organizations	1,000			1,000
Computer for new personnel	2,000			2,000
Vehicle	1,000			1,000
Fire Department				
Personnel - Batallion Chief position Grade N-111 includes benefits	89,737			89,737
Personnel - Overtime	10,000			10,000
Physical Exams / vaccines	200			200
Contractual Services	41,000			41,000
Professional Development	3,000			3,000
Equipment Maintenance - hose and other fire equipment	20,000			20,000
Vehicle	5,050			5,050
Miscellaneous	1,000			1,000
FEMA Grant - SAFER 1st Year Share	76,788			76,788
FEMA Grant - AFG Share	378			378
Police Department				
Personnel - Lieutenant position Grade E-110 includes benefits	86,114			86,114
Computer - five laptops	12,696			12,696
Computer - four desktops	8,000			8,000
Computer - five UPS/ battery backup	1,725			1,725
Dues / Subscriptions	2,500			2,500
Equipment & Maintenance - five body cameras	5,570			5,570
Equipment & Maintenance - traffic Camera (RC Dennis & Hwy 52)	3,000			3,000
Equipment & Maintenance - traffic Camera (Perry Hill & 17A)	3,000			3,000
Supplies	5,000			5,000
Telephone	15,000			15,000
Vehicle	5,000			5,000
Capital - Four Marked Replacement Vehicles w/ equipment		190,000		190,000

Discretionary Budget Items Continued

GENERAL FUND continued

Public Service Department- Building & Grounds

	Operating	Capital	Other	Total
Capital - 96" Zero Turn Mower		36,000		36,000
Computer	200			200
Equipment & Maintenance - Xerox copier lease	6,500			6,500
Office Supplies	600			600
Uniform	1,500			1,500
Vehicle	200			200

Public Service Department - Sanitation

Vehicle	8,333			8,333
Fuel	1,667			1,667
Debt service - spare garbage truck (\$203,000 5yr lease @ 4.25%)		45,150		45,150
Debt service - grapple truck (\$160,000 5yr lease @ 4.25%)		35,600		35,600

Public Service Department - Stormwater

Fuel	1,000			1,000
Vehicle	500			500
Capital - cutter head for bobcat		9,000		9,000
Capital - dump truck and accessories		31,000		31,000

Recreation Department

Personnel - change full-time contract laborer position to full-time Equipment Operator				
II Grade N-103 position - includes benefits	5,489			5,489
Contract Labor - change part-time Concession Stand Attendants employees to Contract Labor positions	6,513			6,513
Contract Labor - Add part-time contract laborer to assist during summer	8,819			8,819
Computer	200			200
Equipment & Maintenance - five trash receptacles at Rec Complex	4,000			4,000
Field Maintenance	5,000			5,000
Professional Development- combined account with Marketing & Events Manager's professional development	1,000			1,000
Supplies- combined account with Marketing & Events Manager's supplies	2,500			2,500
Telephone	4,176			4,176
Uniform - staff shirts	1,000			1,000

Transfers

Transfer out - Abatements & Improvements Fund			414,353	
Total	\$ 841,861	\$ 346,750	\$ 414,353	\$ 1,188,611

GENERAL FUND FY 2021 DISCRETIONARY NON-BUDGET ITEMS

Discretionary Non-Budget Items

GENERAL FUND

Administration Department

Building Maintenance - floor mat cleaning	2,050			2,050
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Community Development Department

Computer- new software for building permits, fire inspections & stormwater	50,000			50,000
Professional Development	3,000			3,000

Fire Department

Personnel - Six Firefighter /EMT 2 positions Grade N-104 includes benefits	267,534			267,534
Physical Exams / vaccines (contingent on hiring six firefighters)	2,300			2,300
Equipment & Maintenance - six sets of bunker gear (contingent on hiring six firefighters)	20,000			20,000
Professional Development (contingent on hiring six firefighters)	9,000			9,000
Uniform (contingent on hiring six firefighters)	3,200			3,200

Police Department

Personnel - Four Certified Patrol Officers Grade N-106 includes benefits	232,818			232,818
Computer - four laptops (contingent on new officers)	9,000			9,000
Equipment & Maintenance - four body cameras (contingent on new officers)	4,700			4,700
Uniform -(contingent on new officers)	6,000			6,000
Capital - Two Unmarked Replacement Vehicles w/ equipment		69,000		69,000
Capital - Four Marked Vehicles w/ equipment (contingent on new officers)		190,000		190,000

Public Service Department - Sanitation

Capital - spare garbage truck

			65,000			65,000
Total	\$	609,602	\$	324,000	\$	933,602

OTHER FUNDS FY 2021 DISCRETIONAL BUDGET ITEMSDiscretionary Budget Items**ABATEMENTS & IMPROVEMENTS FUND**

Public Abatements

Banners

	Operating	Capital	Other	Total
			100,000	100,000
		14,000		14,000
Total	\$	-	\$	114,000

Discretionary Budget Items**SC STATE ACCOMMODATIONS TAX FUND**

Advertising & Promotion - Chamber of Commerce

	Operating	Capital	Other	Total
	6,000			6,000
Total	\$	6,000	\$	6,000

Discretionary Budget Items**LOCAL TAX FUND**

Transfer to General Fund

	Operating	Capital	Other	Total
	850,000			850,000
Total	\$	850,000	\$	850,000

Discretionary Budget Items**STORMWATER FUND**

Contractual Services - Engineering

Contractual Services - System Repair

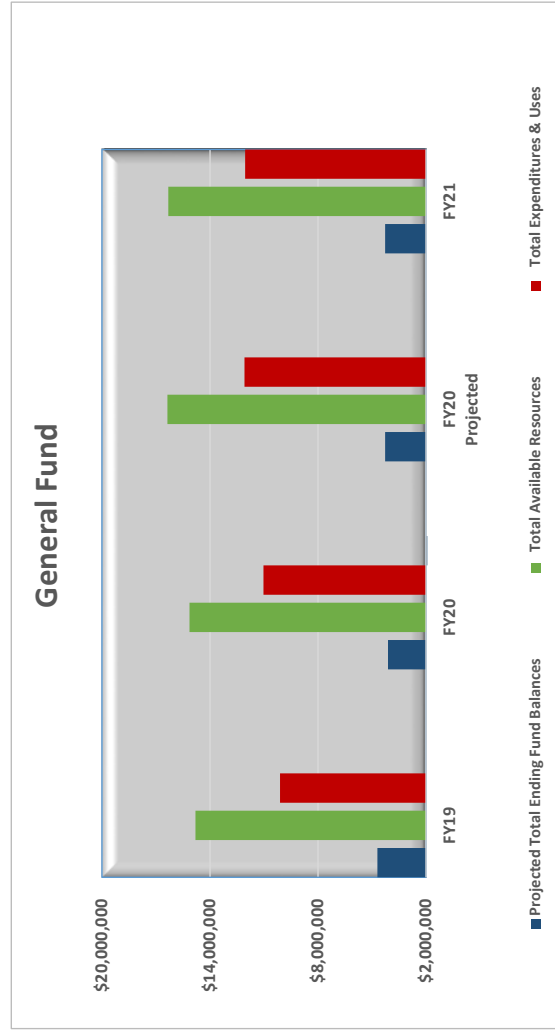
Transfer to General Fund - Public Service

Transfer to General Fund - Community Development

	Operating	Capital	Other	Total
	120,000			120,000
	187,019			187,019
	219,124			219,124
	68,267			68,267
Total	\$	594,410	\$	594,410

Town of Moncks Corner
General Fund - Overview of Changes in Fund Balance
Adopted Budget FY 21

	Actual FY19	Budgeted FY20	Projected FY20 Projected	Adopted Budget FY21
Projected Beginning Fund Balances	\$ 4,111,402	\$ 4,107,326	\$ 4,703,055	\$ 4,275,469
Revenues	9,740,882	10,047,844	10,018,844	10,865,030
Other Financing Sources (OFS)	959,532	985,871	1,635,871	1,179,691
	10,700,414	11,033,715	11,654,715	12,044,721
Total Available Resources	14,811,816	15,141,041	16,357,770	16,320,190
Expenditures	9,545,861	10,821,765	11,051,073	11,630,368
Other Financing Uses (OFU)	562,900	211,950	1,031,228	414,353
Total Expenditures & Uses	10,108,761	11,033,715	12,082,301	12,044,721
Projected Total Ending Fund Balances	\$ 4,703,055	\$ 4,107,326	\$ 4,275,469	\$ 4,275,469
Projected Total Ending Fund Balances as a percent of Expenditures and Other Financing Uses	46.52%	37.23%	35.39%	35.50%



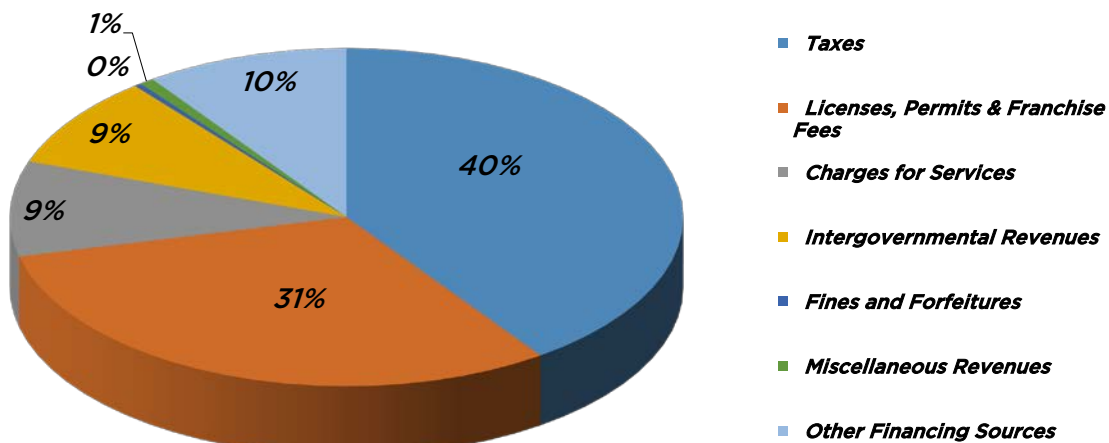
Town of Moncks Corner
General Fund - Overview of Projected Revenues

Projected Revenues

Taxes	\$ 4,846,396	40.24%
Licenses, Permits & Franchise Fees	3,734,300	31.00%
Charges for Services	1,097,500	9.11%
Intergovernmental Revenues	1,061,734	8.81%
Fines and Forfeitures	40,000	0.33%
Miscellaneous Revenues	85,100	0.71%
Other Financing Sources	1,179,691	9.79%
Total projected revenues and other sources	12,044,721	99.99%

<i>Projected beginning fund balance</i>	<i>4,275,469</i>
Total projected available resources	\$ 16,320,190

FY 2021 REVENUE BUDGET



Town of Moncks Corner

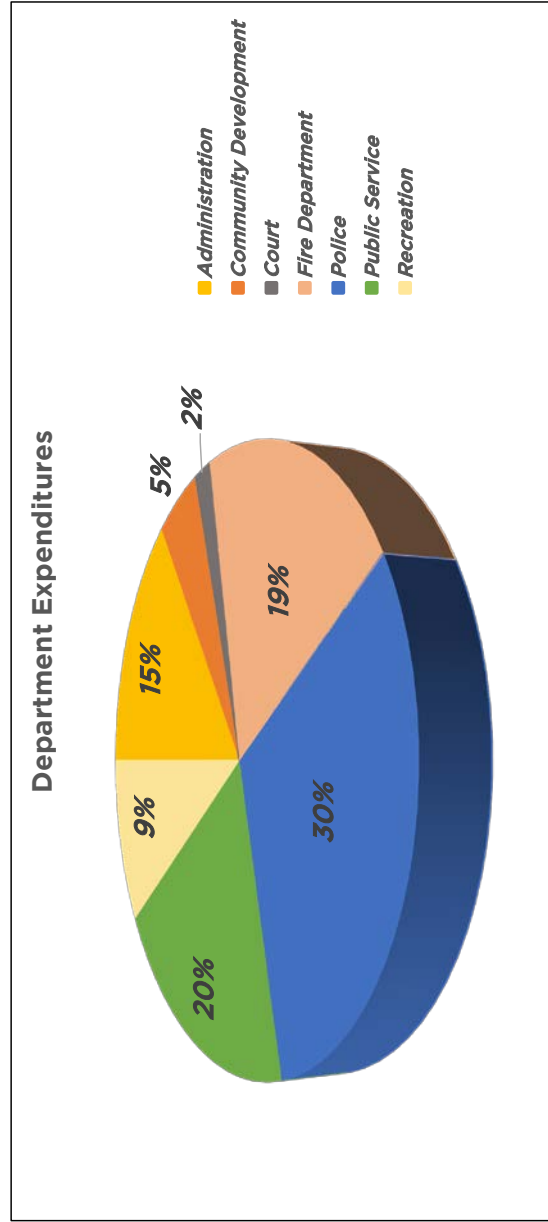
Detail of Projected Revenues – General Fund

Description	FY 17 Actual Audited	FY 18 Actual Audited	FY 19 Actual Audited	FY 20 Budget	FY 21 Adopted Budget	Increase (Decrease) Over FY20 Budget	
						Amount	As a %
Current Taxes	2,094,098	2,270,526	2,459,370	2,727,315	3,035,422	308,107	11.30%
Current Tax Penalties	5,433	4,667	3,976	5,000	5,000	-	0.00%
Prior Year Taxes	72,652	68,899	98,586	65,500	65,500	-	0.00%
Prior Year Tax Penalties	11,891	11,040	11,332	10,000	10,000	-	0.00%
Local Option Sales Tax Revenues	578,060	685,755	702,842	810,000	810,000	-	0.00%
Local Option Sales Tax Relief	650,000	678,159	818,115	785,000	811,000	26,000	3.31%
Federal Housing in Lieu	-	-	834	-	-	-	0.00%
Homestead Reimbursement	62,050	61,176	63,937	63,500	65,900	2,400	3.78%
Inventory Tax	43,574	43,574	43,574	43,574	43,574	-	0.00%
Tax Revenue	\$ 3,517,758	\$ 3,823,796	\$ 4,202,566	\$ 4,509,889	\$ 4,846,396	\$ 336,507	7.46%
Business License	1,910,609	2,055,861	2,429,512	2,330,000	2,330,000	-	0.00%
Business License Penalty	22,355	34,721	29,690	20,000	25,000	5,000	25.00%
Building Permits	456,466	433,332	364,547	318,550	390,000	71,450	22.43%
Miscellaneous Permits	320	290	430	300	300	-	0.00%
Plan Review Receipts	174,038	196,004	158,807	150,650	185,000	34,350	22.80%
Inspection Fee Receipts	24,554	10,524	7,200	3,000	6,000	3,000	100.00%
Zoning Receipts	1,902	2,250	3,600	1,000	1,000	-	0.00%
Alcohol Permits	-	16,650	19,650	18,000	18,000	-	0.00%
Santee Cooper Franchise	317,197	335,422	322,554	325,000	325,000	-	0.00%
Berkeley Electric Co-op	281,545	315,322	344,822	320,000	345,000	25,000	7.81%
Berkeley Cable Franchise	81,786	78,593	79,177	80,000	80,000	-	0.00%
Dominion Energy Franchise	13,555	19,093	26,591	25,000	29,000	4,000	16.00%
Licenses, Permits and Franchise Fees	\$ 3,284,327	\$ 3,498,062	\$ 3,786,580	\$ 3,591,500	\$ 3,734,300	\$ 142,800	3.98%
Aid to Subdivisions	174,099	178,099	182,501	178,000	186,949	8,949	5.03%
Berkeley County SRO Grant	194,912	201,237	201,237	207,065	284,273	77,208	37.29%
SC Dept. of Education SRO Grant	-	-	-	-	48,559	48,559	0.00%
PD Athletic Events / BC Schools	22,198	32,691	54,941	45,000	45,000	-	0.00%
FEMA GRANT	155,429	-	-	210,000	238,299	28,299	13.48%
Traffic Grant - Highway Safety	-	112,067	74,427	91,434	173,154	81,720	89.38%
Recreation Grants-Net Gen/AgSouth	-	-	900	-	500	500	0.00%
A-Tax Grant	-	-	-	-	85,000	85,000	0.00%
Intergovernmental Revenues	\$ 578,857	\$ 524,094	\$ 514,006	\$ 731,499	\$ 1,061,734	\$ 330,235	45.14%

Description	FY 17 Actual Audited	FY 18 Actual Audited	FY 19 Actual Audited	FY 20 Budget	FY 21 Adopted Budget	Increase (Decrease) Over FY20 Budget	
						Amount	As a %
Sanitation Fees	507,294	729,067	645,711	711,000	735,000	24,000	3.38%
Roll Cart Fees	15,915	14,665	11,130	5,500	5,500	-	0.00%
Recreation Fees	58,190	57,768	93,622	68,000	68,000	-	0.00%
Sponsorships	19,000	25,177	27,300	22,000	22,000	-	0.00%
Concession Receipts	75,068	100,732	122,430	100,000	100,000	-	0.00%
Class / Camp Receipts	990	12,395	15,052	12,000	12,000	-	0.00%
Facilities Rental	25,725	30,075	35,030	30,000	30,000	-	0.00%
Police Summer Camp	9,946	9,754	7,309	7,500	7,500	-	0.00%
Vendor / Entry Fees	7,339	6,959	7,423	7,500	7,500	-	0.00%
Retail Sales	1,901	5,450	5,060	5,000	5,000	-	0.00%
Admissions	-	30,207	37,662	40,000	40,000	-	0.00%
Special Event Receipts	-	50,100	44,074	50,000	50,000	-	0.00%
Fire Response & Rescue Fees	-	-	-	50,000	15,000	(35,000)	-70.00%
Fire Station Rental Fees	-	-	-	5,400	-	(5,400)	-100.00%
Charges for Services	\$ 726,833	\$ 1,072,349	\$ 1,051,803	\$ 1,113,900	\$ 1,097,500	\$ (16,400)	-1.47%
Criminal & Traffic Fines	113,800	80,767	38,986	50,000	40,000	(10,000)	-20.00%
Fines and Forfeitures	\$ 113,800	\$ 80,767	\$ 38,986	\$ 50,000	\$ 40,000	\$ (10,000)	-20.00%
Interest Earned	3,394	9,943	13,808	10,000	10,000	-	0.00%
Sale of Documents	800	24	23	100	100	-	0.00%
Miscellaneous Income	6,237	11,055	22,231	6,956	15,000	8,044	115.64%
FEMA Disaster Receipts	-	200,083	56,085	-	30,000	30,000	0.00%
Insurance Receipts	77,582	70,985	53,748	-	25,000	25,000	0.00%
Donations	12,275	3,826	102	-	-	-	0.00%
Donations - Community Outreach	983	1,350	400	5,000	5,000	-	0.00%
Donations - Police Discretionary	-	3,469	525	-	-	-	0.00%
Fire Discretionary	40	150	20	-	-	-	0.00%
Miscellaneous Revenues	\$ 101,311	\$ 300,885	\$ 146,942	\$ 22,056	\$ 85,100	\$ 63,044	285.84%
Sale of Equipment	15,977	27,580	17,187	10,000	10,000	-	0.00%
Transfer in - Local Tax Fund	60,402	136,000	400,000	667,600	850,000	182,400	0.00%
Transfer in - SC Accommod. Tax Fund	26,171	36,884	58,950	36,681	32,300	(4,381)	-11.94%
Transfer in - Stormwater Fund	-	-	-	271,590	287,391	15,801	0.00%
Bond / Loan Proceeds	-	383,615	483,395	650,000	-	(650,000)	0.00%
Other Financing Sources	\$ 102,550	\$ 612,759	\$ 959,532	\$ 1,635,871	\$ 1,179,691	\$ (456,180)	-27.89%
TOTAL REVENUES	\$ 8,425,436	\$ 9,912,712	\$ 10,700,415	\$ 11,654,715	\$ 12,044,721	\$ 390,006	3.35%

Town of Moncks Corner
Detail of Expenditures General Fund by Department and Category
Budget - FY21

Department	Personnel Services	Contractual Services	Operating	Grants	Capital Outlay	Debt Service	Other	Totals
Administration	988,424	117,750	635,849	-	-	-	-	1,742,023
Community Development	461,507	25,000	60,000	-	-	-	11,700	558,207
Court	183,539	20,500	10,400	-	-	-	-	214,439
Fire	1,515,084	141,000	189,210	315,465	-	55,934	-	2,216,693
Police	2,284,681	30,000	425,746	-	190,000	-	-	2,930,427
Police - SRO	357,691	-	12,500	-	-	-	-	370,191
Police - Traffic	73,211	-	29,390	-	70,553	-	-	173,154
Public Service - Building & Grounds	625,209	95,554	571,100	-	36,000	-	-	1,327,863
Public Service - Sanitation	446,167	-	87,100	-	-	214,850	-	748,117
Public Service - Stormwater	147,624	-	31,500	-	40,000	-	-	219,124
Recreation	474,968	140,896	392,266	-	-	-	122,000	1,130,130
Department Totals	\$ 7,558,105	\$ 570,700	\$ 2,445,061	\$ 315,465	\$ 336,553	\$ 270,784	\$ 133,700	\$ 11,630,368
Other Financing Uses								
Transfer Out - Abatements & Improvements Fund	414,353							
Total Other Financing Uses	\$ 414,353							
Total Expenditures & OFU's	\$ 7,558,105	\$ 570,700	\$ 2,445,061	\$ 315,465	\$ 336,553	\$ 270,784	\$ 133,700	\$ 12,044,721



Aministration Department
Marilyn Baker, Director

Mission

Our goal is to continue to perform consistently and deliver superior customer service to the citizens of the Town of Moncks Corner with the highest level of quality.

Measures

1. Sustain zero customer service complaints.
2. Maintain 0-5 accounting services adjusting journal entries at year-end close out.
3. How many monthly on-site visits were conducted to businesses throughout Town - approximately 20 per month.
4. How many unlicensed vendors were licensed within the corporate limits - approximately 58

FY 2021 Goals

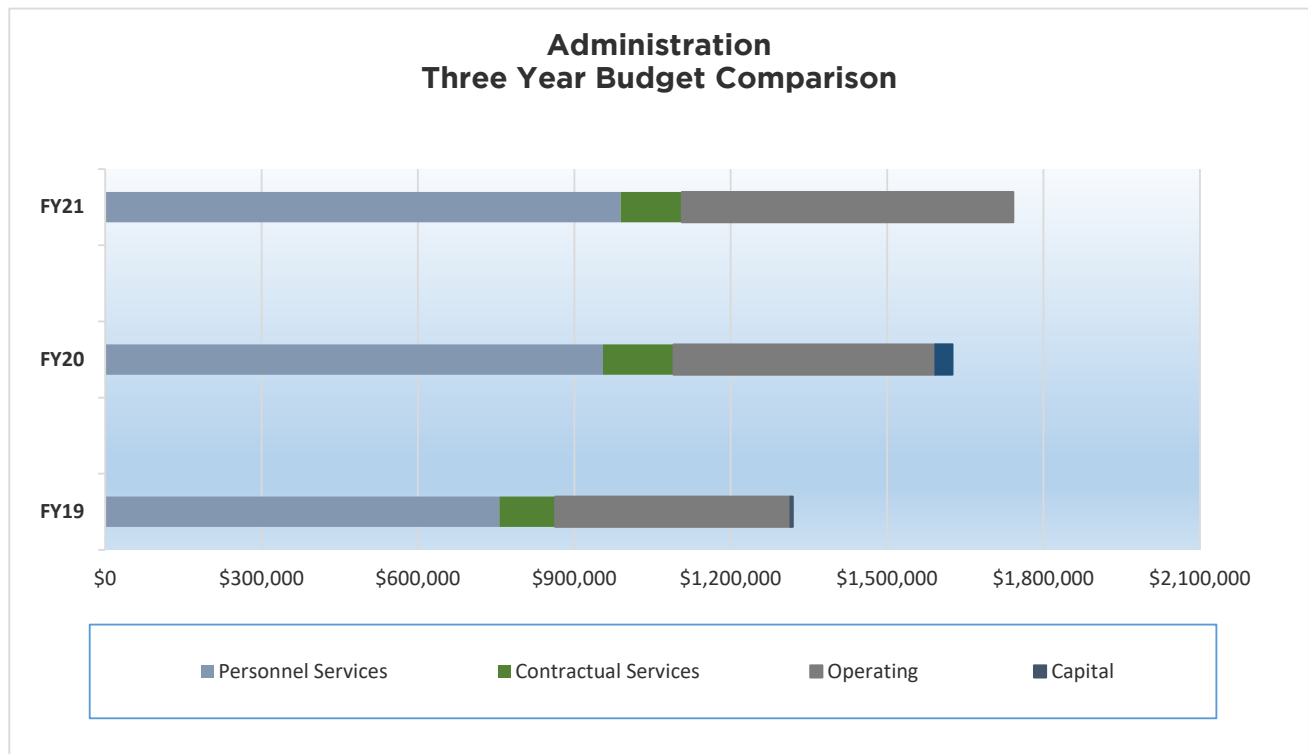
1. Create a financial policy and guidelines for the Town.
2. Update the Town's purchasing policy to a more simplified process.
3. As part of continued records management - staff will continue to scan business license and application documents and monthly financial reports into PDF files for archival purposes. Scanning these types of records will save staff time and free up physical records storage. Our goal is to complete 50% of prior year records and 95% of current year records by year end.
4. Update the records retention policy for the Town.



**Adminstration Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual FY19	Budget FY20	Budget FY21
Personnel Services	756,016	954,750	988,424
Contractual Services	106,693	135,209	117,750
Operating	451,641	502,495	635,849
Capital	5,000	33,000	0
Totals	\$1,319,350	\$1,625,454	\$1,742,023



Comparitive Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	7	7	7

ADMINISTRATION DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY21
	<i>Personnel Services</i>			
10.4120.0101	Salaries & Wages	421,954	465,150	473,011
10.4120.0102	Social Security / Medicare	30,262	36,005	36,425
10.4120.0103	Regular State Retirement	62,385	72,805	73,651
10.4120.0104	Overtime	7,118	5,500	5,500
10.4120.0105	Health Insurance	105,269	120,720	127,953
10.4120.0106	SC Employment Security Comm	8,150	6,000	6,000
10.4120.0107	Worker's Compensation	101,416	177,000	125,000
10.4120.0108	Physical Exams	252	150	150
10.4120.0109	Other Postemployment Benefits	18,764	20,000	18,000
10.4120.1004	Personnel Increases	-	51,420	57,734
10.4120.0110	Emergency Pay	446	-	-
	401K Match	-	-	65,000
	Total Personnel Services	\$ 756,016	\$ 954,750	\$ 988,424
	<i>Contractual Services</i>			
10.4120.0202	Audit Services	18,000	21,500	22,000
10.4120.0203	Codification	1,225	13,275	13,500
10.4120.0200	Cost of Issuance	1,500	29,434	-
10.4120.0201	Legal Services	18,575	25,000	37,000
10.4120.0204	Professional Services	67,393	46,000	45,250
	Total Contractual Services	\$ 106,693	\$ 135,209	\$ 117,750
	<i>Operating</i>			
10.4120.0702	Advertising	6,550	6,500	6,500
10.4120.0601	Building Maintenance	42,918	32,500	28,380
10.4120.0712	Computer	110,779	110,050	146,030
10.4120.1002	Contingency	-	50,000	50,000
10.4120.0701	Dues / Subscriptions	5,491	6,285	6,690
10.4120.0602	Equipment Maintenance	9,710	8,900	9,800
10.4120.0751	FEMA Claims	7,852	-	30,000
10.4120.0719	Fuel	974	800	1,000
10.4120.0902	GIS Consortium	5,328	5,330	5,734
10.4120.0750	Insurance Claims	1,001	5,000	5,000
10.4120.0706	Liability Insurance	143,688	151,000	213,400
10.4120.1001	Miscellaneous	9,193	18,000	15,000
10.4120.0402	Other Meetings	2,159	5,000	5,000
10.4120.0703	Postage	8,207	10,000	9,000
10.4120.0704	Printing	907	900	1,200
10.4120.0401	Professional Development	19,673	21,275	23,215
10.4120.0903	Property Taxes	-	2,500	12,000
10.4120.1003	Sales Tax	9,620	7,000	8,000
10.4120.0901	Solid Waste Fees	2,400	2,955	3,000
10.4120.0708	Supplies	8,366	10,000	10,000
10.4120.0709	Telephone	19,802	22,000	20,400
10.4120.0501	Utilities	36,878	26,000	26,000
10.4120.0713	Vehicle	145	500	500
	Total Operating	\$ 451,641	\$ 502,495	\$ 635,849
10.4121.0705	<i>Capital Outlay</i>	5,000	33,000	-
	Total Capital Outlay	\$ 5,000	\$ 33,000	\$ -
	Total Administration	\$ 1,319,350	\$ 1,625,454	\$ 1,742,023

Administration Department Account Detail

**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Advertising	Advertising for public notices, holidays and employment notices	6,500
Audit Services	Financial and Court Audit by The Baird Group	9,000
	Accounting Services by Greene Finney (includes CAFR)	13,000
Building Maintenance	Cleaning Supplies - Town Hall	-
	Floor Mat Cleaning (52 Wks @ \$39.42)	2,050
	Misc Repairs - Town Hall	17,500
	Pest Control - Town Hall	660
	Music - Town Hall	700
	Bottled Water for Offices	950
	Backflow Testing of Buildings	70
	Painting/Improvements - Town Hall	2,500
Codification	Re-Codification/update of Town ordinances	12,000
	Annual Web Host/Admin Fee	1,500
Computer	MS Office Upgrade (Annual fee)	2,000
	IT Services	70,800
	Tyler Technologies Maint	36,000
	Battery Backups -6	450
	Domain Renewal	450
	Monitors (Thornhill and Burbage)	400
	Miscellaneous Ins. Deductibles	2,000
	Sonic Wall (Annual fee) Thru TSC	2,700
	Website Hosting Fee (VC3)	1,390
	Stingrays Branding (Mobile App)	540
	Municode (Meetings Software)	3,800
	Dotgov Annual Renewal	400
	Domain Controller	4,500
	RMS Server	14,000
	Miscellaneous Computer Expense	2,000
	Multi-Factor Authentication & Omnikey Readers	4,600
Contingency	Unexpected expenditures - Council Approval is required for all funds spent from this account	50,000
Dues / Subscriptions	Business License Dues	55
	Association of SC Mayors Dues	100
	SC Coalition of Mayors	300
	MHRA	60
	MCTI	70
	SCPRA	85
	MFOCTA	70
	GFOA Dues and CAFR submission	825
	IIMC (Mem and CMC Certification)	360
	Sam's	45
	SCCCMA - Administrator	100
	Lion's Club - Administrator	170
	ICCMA - Administrator	1,150
	MASC Annual Dues	2,200
	Annual ASCAP Dues	350
	Credit Card Annual Fee	100
	Escren	300
	Other Subscriptions	350
Legal Services	Legal Services provided by Town Attorney	30,000
	Personnel Matters and other legal fees	7,000
Miscellaneous	Expenses for framing, lapel pins, shirts, flowers/gift baskets, employee Christmas party, credit card fees	15,000
Other Meetings	Expenses for Council, Department Head Meetings and other meetings as needed.	5,000
Personnel Increases	Merit increases to begin April 2021	57,816

Administration Department Account Detail continued

Account Name	Account Detail	Adopted Amount
Professional Development	Legislative Action Day	3,000
	MHRA	1,000
	MASC Annual Meeting -Hilton Head	13,500
	Business License Training	1,200
	MFOCTA/MCTI	750
	GFOA	690
	SCPRA - (virtual)	150
	ICCMMA Conference-Administrator	1,000
	SCCCMA - Administrator	1,500
	SC Municipal Attorney Asso	125
	Chamber Meetings/Legislative Lunches	300
Professional Services	Retail Strategies Consulting Services	30,000
	Data Max business license collections	5,000
	Other services as needed such as background checks	10,250
Sales Tax	Sales / Use Tax on items purchased in all departments	8,000
Solid Waste Fees	Rec Complex and Farmers Market	1,500
	Old Land Fill	10
	Lacey Park	740
	Fire Station 1 and 2	170
	Youth Fields	400
	East Main Street Properties	100
	Railroad Avenue Parking Lot	35
Utilities	Santee Cooper electric building usage at Town Hall and Dupree House	26,000

Community Development Department
Doug Polen, Director

Mission

To enhance the quality of life for citizens, business & property owners, and visitors by adhering to a vision of quality growth, improving and maintaining the developed environment while protecting its natural counterpart, and serving the public in a fair, consistent, and timely manner.

Measures

1. 100% of inspections scheduled by 4:00 p.m. conducted by close of business on next business day.
2. 100% of residential plan reviews conducted within two business days of submittal
3. 100% of commercial plan reviews conducted within five business days of submittal
4. Obtain 95% voluntary abatement within 30 days for all nuisances, including tall grass, vermin infestation, dilapidated and unsafe conditions, vehicles, equipment, buildings, structures, signs and displays.
5. 80% of enforced violations remedied within 60 days; 100% within 6 months
6. 100% of inspection staff to comply with individual training plans
7. Social media engagement increased by 5%

FY 2021 Goals

1. Complete initial stages of 2022 Comprehensive Plan; i.e. hire a consultant, set out timeline, begin public information campaign.
2. Design and implement commercial real estate marketing plan
3. Develop multi-channel public information plan covering all departments
4. Have at least one in-house stormwater plan inspector
5. Conduct annual inspections on all post-construction stormwater BMPs
6. All inspection staff complete Post-Construction BMP inspector
7. Resolve code enforcement issues at Fairground Road Mobile Home Park
8. Revise the Zoning Ordinance for greater clarity and applicability. Areas of revision to include CONEX Boxes and Heavy Duty Vehicles



Corner Renaissance

TBA, Director

Mission

To stimulate and sustain economic development in Downtown Moncks Corner by encouraging cooperation and building leadership; by advancing a positive image of downtown and promoting it as an exciting place to live, shop, and invest; by sustaining and improving the appearance of downtown; and by strengthening and expanding the economic base of downtown.

Measures

1. Maintain vacancy rate of 5% or less
2. Schedule eight downtown shopping nights
3. See an increase in hospitality tax income among Main Street businesses year on year

FY 2021 Goals

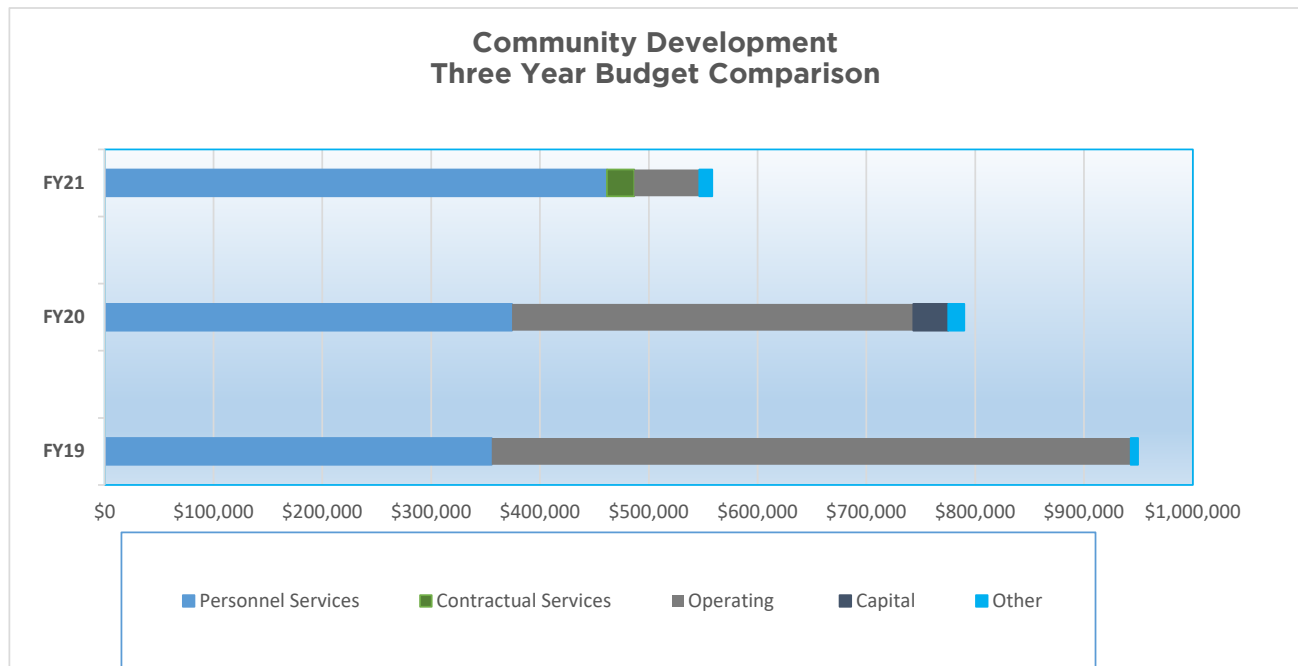
1. Hire a Main Street Director
2. Develop a Main Street Plan of Action
3. See the construction of one new building in the downtown area
4. Create a welcome packet for new residents that covers the whole Town while focusing on downtown shopping and amenities.



**Community Development Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY19	FY20	FY21
Personnel Services	355,632	374,216	461,507
Contractual Services	0	0	25,000
Operating	587,292	369,000	60,000
Capital	0	32,000	0
Other	6,686	14,700	11,700
Totals	\$949,610	\$789,916	\$558,207



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	5	5	6

COMMUNITY DEVELOPMENT DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4125.0101	Salaries & Wages	250,466	260,955	323,109
10.4125.0102	Social Security / Medicare	17,966	20,078	24,650
10.4125.0103	Regular State Retirement	37,577	42,155	51,494
10.4125.0104	Overtime	597	1,500	1,500
10.4125.0105	Health Insurance	47,728	49,128	60,354
10.4125.0108	Physical Exams	-	400	400
10.4125.0110	Emergency Pay	1,298	-	-
	Total Personnel Services	\$ 355,632	\$ 374,216	\$ 461,507
	<i>Contractual Services</i>			
10.4125.0204	Professional Services	-	-	25,000
	Total Contractual Services	\$ -	\$ -	\$ 25,000
	<i>Operating</i>			
10.4125.0401	Computer	10,416	10,000	12,000
10.4125.0602	Dues / Subscriptions	1,161	3,000	4,000
10.4125.0701	Equipment and Maintenance	433	10,000	11,000
10.4125.0708	Fuel	4,969	5,000	5,000
10.4125.0709	Professional Development	15,651	15,000	15,000
10.4125.0712	Sanitation Contract	542,116	312,000	-
10.4125.0713	Sanitation Fees	-	1,000	-
10.4125.0715	Supplies	3,300	3,000	2,500
10.4125.0719	Telephone	4,830	6,500	6,000
10.4125.0725	Uniform	805	1,500	1,500
10.4125.0730	Vehicle	3,611	2,000	3,000
	Total Operating	\$ 587,292	\$ 369,000	\$ 60,000
	<i>Capital Outlay</i>			
10.4125.0705	Capital Outlay	-	32,000	-
	Total Capital Outlay	\$ -	\$ 32,000	\$ -
	<i>Other - Main Street Expenses</i>			
10.4125.2001	Advertising	632	5,000	5,000
10.4125.2002	Professional Development	3,775	7,000	4,000
10.4125.2004	Professional Services	2,150	1,200	1,200
10.4125.2008	Supplies	129	1,500	1,500
	Total Other	\$ 6,686	\$ 14,700	\$ 11,700
	Total Community Development	\$ 949,610	\$ 789,916	\$ 558,207

Community Development Department Account Detail**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Equipment and Maintenance	Inspection and other equipment	5,000
	Stormwater equipment	6,000
Professional Services	Comp Plan - Phase I (BCDCOG)	25,000
Professional Development	Planning Commision meetings (\$30/meeting)	3,600
	Staff annual conferences	5,000
	Staff regualr training	2,400
	Stormwater training	4,000
Computer	Community Core permitting software	10,000
	OpenGov software includes setup and annual fees	-
	Computer for Planner	2,000
	Personnel Matters and other legal fees	7,000

Court Department
Marilyn Baker, Director

Mission

As the gateway to justice in the Town of Moncks Corner, the Municipal Court is dedicated to the administration of justice in a fair and impartial manner. This court will adhere to the South Carolina Code of Laws, court orders and regulations as set forth by the South Carolina Court Administration. We will respect the dignity of every person, regardless of race, class, gender or other characteristics and apply the law appropriately to the circumstances of each individual case. The Moncks Corner Municipal Court shall conduct the court with integrity, competence and with a commitment to excellence in order to promote public trust and confidence in the judicial system.

Measures

1. Number of tickets / cases pending that are disposed of each month.
2. Increase court proceedings from once per week to twice per week.

FY 2021 Goals

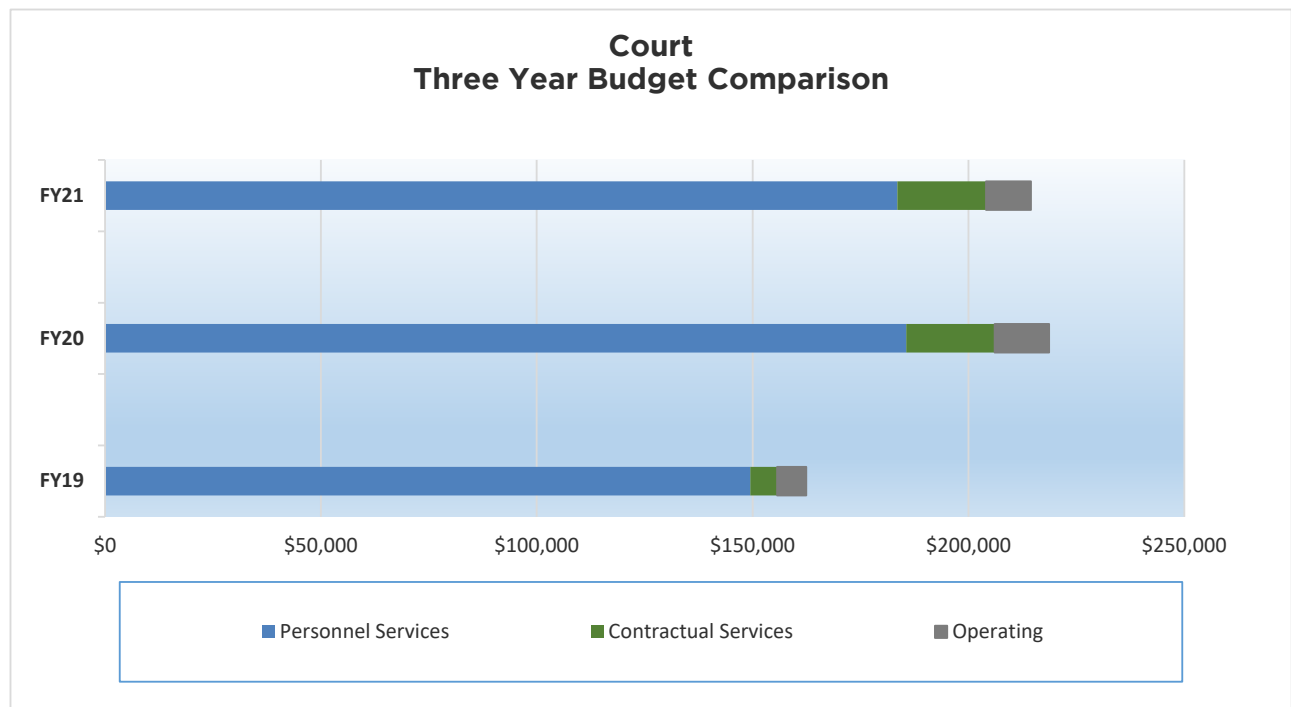
1. Develop a schedule to hold court proceedings more than once a week to dispose of dated and current cases.
2. Add an additional day per month for pre-trial conferences to dispose of dated cases and pending jury trials.
3. Place court records on the public index so that they can be accessed by the public.
4. Electronically submit court dispositions to the state through Incode.
5. Provide annual based skilled training for staff.
6. Develop a record retention policy for the court.
7. Remove or store 50% of hard copies of dated court files pursuant to the records retention policy.



**Court Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual FY19	Budget FY20	Budget FY21
Personnel Services	149,451	185,593	183,539
Contractual Services	6,250	20,500	20,500
Operating	6,697	12,600	10,400
Totals	\$162,398	\$218,693	\$214,439



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	2	2	2

COURT DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
<i>Personnel Services</i>				
10.4123.0101	Salaries & Wages	116,003	133,038	130,495
10.4123.0102	Social Security / Medicare	8,614	10,216	9,984
10.4123.0103	Regular State Retirement	17,346	20,623	20,149
10.4123.0104	Overtime	1,518	500	1,000
10.4123.0105	Health Insurance	5,970	21,216	21,911
Total Personnel Services		\$ 149,451	\$ 185,593	\$ 183,539
<i>Contractual Services</i>				
10.4123.0204	Professional Services	6,250	20,500	20,500
Total Contractual Services		\$ 6,250	\$ 20,500	\$ 20,500
<i>Operating</i>				
10.4123.0401	Computer Expense	1,640	2,500	2,000
10.4123.0701	Dues / Subscriptions	305	800	800
10.4123.0708	Professional Development	339	3,500	2,500
10.4123.0709	Supplies	2,365	3,500	3,000
10.4123.0712	Telephone	2,048	2,300	2,100
Total Operating		\$ 6,697	\$ 12,600	\$ 10,400
Total Court		\$ 162,398	\$ 218,693	\$ 214,439

Court Department Account Detail

**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Professional Services	Court appointed attorneys for the indigent and language interpreters as needed. Fill-in Municipal Judge services when needed.	20,500
Computer	Software updates and new desktop monitors	2,000

Fire Department

Robert Gass, Fire Chief

Mission

Minimize life loss, suffering, and damage as a result of fire, medical, and environmental emergencies in our community. This department will achieve these goals through Public Education, Code Enforcement and Incident Management. As an organization we will strive to meet or exceed our citizen's and customer's expectations in the services we provide.

Measures

1. Zero firefighter injuries during fire ground or other rescue activities.
2. Zero fire deaths in residential or commercial structures.
3. Achieve and maintain a credit value of 41.89 out of a possible 50 credits towards the fire department rating under the ISO Public Protection Classification System.
4. Achieve ISO Community Risk Reduction Credit of 4.89 out of a possible 5.5 credits.
5. Receive no more than three substantiated customer complaints each year.
6. Confine 90% of all building fires to area involved upon arrival.
7. Response from time of dispatch to all 911 emergency calls to arrival within 6 minutes 90% of the time and within 4 minutes or less 70% of the time. These time requirements will not apply to response to the WRVFD Service Agreement Area or other automatic aid / mutual aid responses to assist other fire departments.
8. Provide 40% of Fire department personnel with training through SC State Fire Academy or EMS related classes annually.
9. Complete 20 hours of in-house training per month per firefighter.
10. Complete fire safety surveys and update pre-fire plans for all commercial and institutional buildings once each two years.
11. Install or replace 50 smoke detectors in unprotected homes of elderly, disabled, or fixed income citizens.
12. Provide CPR/AED training to 80 students annually.

FY 2021 Goals

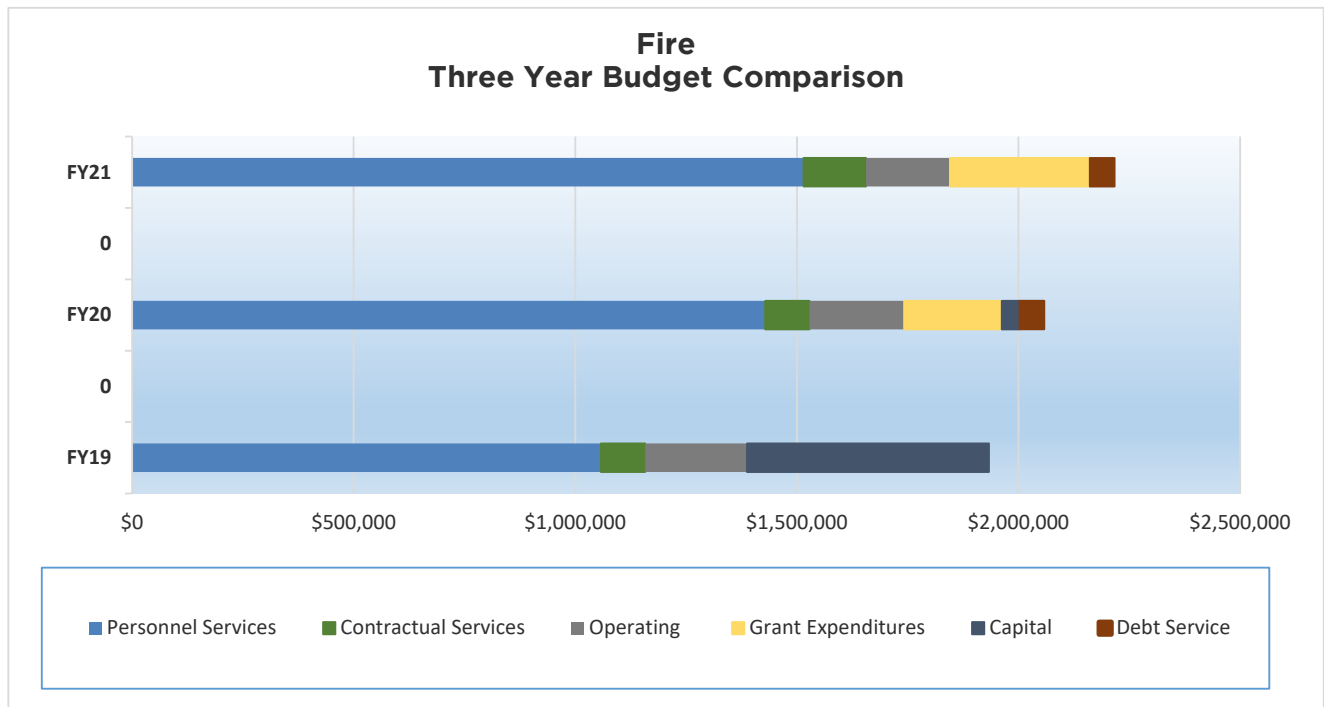
1. Get all personnel certified as CPR / AED instructors.
2. Continue development of the annual training plan that establishes training priorities based on current and projected future Department needs.
3. Increase staffing to better meet the needs of the community
4. Upgrade FD RMS and integrate with Berkeley County Dispatch Center CAD system.
5. Start a program to promote activities on Social media.



**Fire Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual FY19	Budget FY20	Budget FY21
Personnel Services	1,057,697	1,428,380	1,515,084
Contractual Services	99,912	100,000	141,000
Operating	229,777	213,310	189,210
Grant Expenditures	0	220,500	315,465
Capital	546,051	40,000	0
Debt Service	0	55,934	55,934
Totals	\$1,933,437	\$2,058,124	\$2,216,693



Comparative Summary of Authorized Personnel

	FY19 22	FY20 20	FY21 21
Full-time employees			

FIRE DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
<i>Personnel Services</i>				
10.4340.0101	Salaries & Wages	655,624	914,081	979,346
10.4340.0102	Social Security / Medicare	52,435	73,752	78,872
10.4340.0103	Law Enforcement Retirement	129,504	174,389	186,513
10.4340.0104	Overtime	79,072	50,000	60,000
10.4340.0105	Health Insurance	122,342	203,208	197,203
10.4340.0108	Physical Exams / Vaccines	7,715	12,950	13,150
10.4340.0110	Emergency Pay	11,005	-	-
Total Personnel Services		\$ 1,057,697	\$ 1,428,380	\$ 1,515,084
10.4340.0760	<i>Contractual Services</i>	99,912	100,000	141,000
Total Contractual Services		\$ 99,912	\$ 100,000	\$ 141,000
<i>Operating</i>				
10.4340.0401	Building Maintenance	4,278	5,000	5,000
10.4340.0501	Computer Exp.	8,542	27,150	11,400
10.4340.0601	Dues / Subscriptions	369	1,085	1,185
10.4340.0602	Emergency Prep. Supplies	267	1,000	1,000
10.4340.0701	Equipment and Maintenance	127,440	39,550	34,950
10.4340.0708	Fire House Supplies	4,864	8,000	7,000
10.4340.0709	Fuel Exp.	11,101	20,000	20,000
10.4340.0712	Hazmat Supplies	5	800	800
10.4340.0713	Medical Supplies	10,020	11,000	11,000
10.4340.0715	Miscellaneous	940	-	1,000
10.4340.0719	Office Supplies	2,202	3,300	2,300
10.4340.0720	Professional Development	5,664	16,600	19,600
10.4340.0721	Telephone	5,913	10,700	9,800
10.4340.0722	Uniform Exp.	5,314	13,125	13,125
10.4340.0723	Utilities	4,682	31,000	21,000
10.4340.1001	Vehicle Exp.	38,176	25,000	30,050
Total Operating		\$ 229,777	\$ 213,310	\$ 189,210
<i>Grants</i>				
10.4340.0725	FEMA Grant	-	210,000	238,299
10.4340.0726	FEMA Grant Match	-	10,500	77,166
Total Grants		\$ -	\$ 220,500	\$ 315,465
10.4340.0705	<i>Capital Outlay</i>	546,051	40,000	-
Total Capital Outlay		\$ 546,051	\$ 40,000	\$ -
<i>Debt Service</i>				
10.4600.1772	FY 2019 Fire Truck	-	55,934	55,934
Total Debt Service		\$ -	\$ 55,934	\$ 55,934
Total Fire		\$ 1,933,437	\$ 2,058,124	\$ 2,216,693

Fire Department Account Detail

**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adpoted Amount
Computer	Fire Program Software	2,750
	Fire Program multi-user fee	600
	Fire/EMS training software	3,000
	Vzn Mi-Fi monthly fee	4,000
	Desktop Computer	1,050
Contractual Services	MC Rural Fire Department Fees	43,000
	Whitesville Fire Department Fees	98,000
Debt Service	2019 Toyne Fire Truck Lease	55,934
Dues / Subscriptions	CLIA -SC DHEC LAB FEE	150
	SCFFA	375
	SCFCA	60
	SCFM	300
	ICC	300
Equipment and Maintenance	Radio repairs / maintenance	2,200
	Hose and other Fire Equipment	20,000
	<i>Six Sets of Bunker Gear (For New Hires)</i>	-
	Ground Ladder test	750
	Fire Extinguisher inspections/replacement	1,500
	US / SC flags	700
	Xerox Copier lease	2,600
	SCBA compressor PMI	1,200
	Qtrly Breathing Air Analysis	400
	Generator - bi-annual PMI	1,600
	Test Hydraulic Rescue Tools	1,700
	Annual SCBA testing	1,700
	Estimated Repairs	600
FEMA Grant	SAFER Grant 1st year Fed share	230,364
	1st year FD share	76,788
	AFG Grant -personal protective equip	7,935
	Match	378
Physical Exams / Vaccines	Annual Physical Exams (30 Firefighters)	11,550
	<i>Physicals (6 New Firefighters)</i>	-
	Return to Duty Evaluations	700
	Random Drug Testing	450
	Hep-B Vaccinations	450
Professional Development	Meetings, Tuition, Lodging, Meals	6,000
	SLED / FBI background checks	525
	Fingerprint checks	525
	EMT renewal fees	300
	EMT testing fees	1,200
	EMT class & testing fees for current employees (\$1500 x 2)	3,000
	<i>EMT class & testing fees for new firefighters (\$1500 x 6)</i>	-
	CPR cards/books for the public	8,050
Medical Supplies	Disposable PPE/Medical supplies	6,000
	Additional set of Medical bags for Rescue 1001	5,000
Telephone	Includes internet, cable, land lines and cell phones for FSI & FSII	9,800
Uniform	Uniform shirts, pants, tees, polos (Annually)	8,100
	Duty boots (Annually)	2,200
	Winter & rain coats	2,500
	Replacement name tags, belts etc	325
	Uniforms for 6 new firefighters	-
Utilities	Dominion Energy gas usage at FSII	1,800
	Berkeley Electric electrical usage at FSII	10,500
	Berkeley Water & Sanitation water usage at FSII	1,400
	Santee Cooper electric building usage at FSI	6,800
	Backflow testing	200
Vehicle Maintenance	Tires, Oil changes, PM and General Repairs	23,000
	Aerial device test	850
	Four pump tests	1,200
	Annual PMI for four fire trucks	5,000

Police Department
Ehrichs Ollic, Police Chief

Mission

It is the mission of the Moncks Corner Police Department to serve our community by helping to provide a safe environment for citizens to live, work, raise families, and enhance their quality of life by providing excellent law enforcement. We will maintain a high standard of professional accountability to our citizens. We will serve all people of the Town of Moncks Corner with dignity, respect, fairness and compassion.

Measures

1. Provide enhanced training for each sworn officer with emphasis on de-escalation, diversity, and cultural awareness and communication training.
2. Maintain a level of crime statistics that are lower than the state average.
3. Maintain zero fatalities as a result of vehicle collisions.
4. Continue expansion of our presence in the community through crime watch, community outreach and community activities. We will attend / sponsor one community event each month for the year (dependent on COVID-19 restrictions).
5. Attend a minimum of four job fairs during the year (dependent on COVID-19 restrictions) and advertise utilizing established major online job posting sites.

FY 2021 Goals

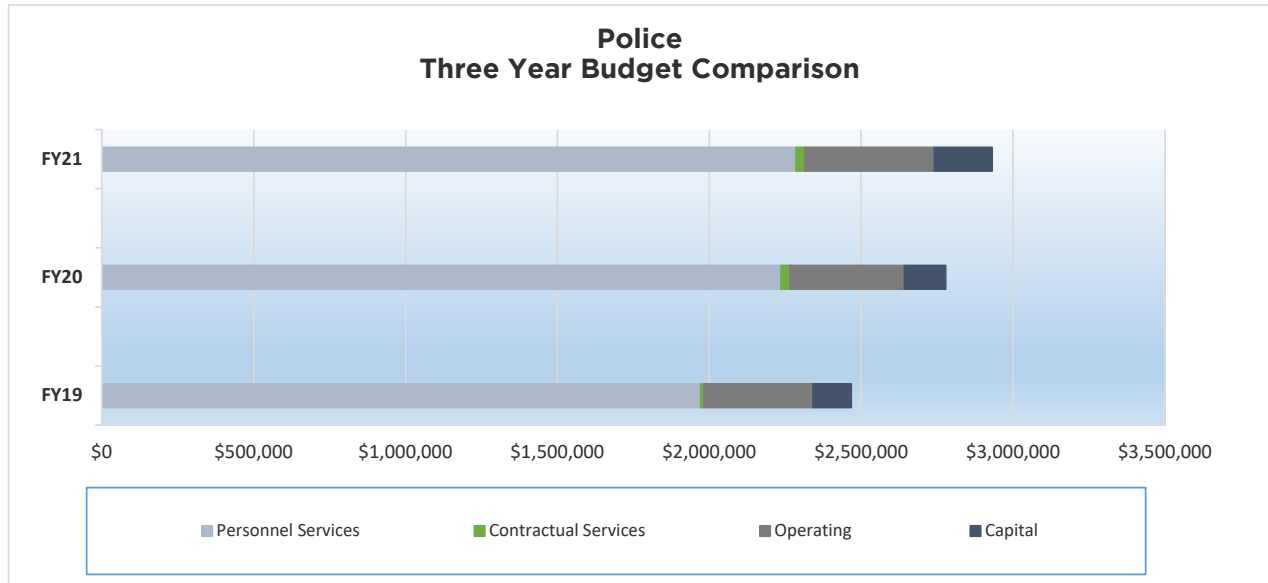
1. Recruit and retain quality officers with an emphasis on diversity
2. Implement a crime analytical report and prepare a strategy to respond to crime trends
3. Contact local colleges, employment resources and solicit candidates for employment.
4. Complete the State Accreditation process.
5. Create and implement new patrol precincts to provide for better coverage and response times to calls for service.
6. Solicit the 2021/2022 Federal Highway Safety Grant for an additional traffic officer in order to address the enforcement of collision reducing traffic violations to reduce collisions and maintain our zero level of fatalities.
7. Implement in-car Computer Aided Dispatch (CAD) to assist officers in responding to in progress calls, and assist in officer safety when responding to calls.



**Police Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	<u>Actual</u> FY19	<u>Budget</u> FY20	<u>Budget</u> FY21
Personnel Services	1,971,420	2,235,924	2,284,681
Contractual Services	11,000	30,000	30,000
Operating	358,375	375,555	425,746
Capital	126,118	136,500	190,000
Totals	\$2,466,913	\$2,777,979	\$2,930,427



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	31	31	32

POLICE DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4310.0101	Salaries & Wages	1,278,537	1,447,843	1,497,934
10.4310.0102	Social Security / Medicare	96,912	114,968	117,804
10.4310.0103	Law Enforcement Retirement	235,897	268,225	274,831
10.4310.0104	Overtime	41,155	55,000	55,000
10.4310.0105	Health Insurance	254,573	300,888	290,112
10.4310.0106	PD Athletic Event Wages	47,120	45,000	45,000
10.4310.0108	Physical Exams	2,726	4,000	4,000
10.4310.0110	Emergency Pay	14,500	-	-
	Total Personnel Services	\$ 1,971,420	\$ 2,235,924	\$ 2,284,681
	<i>Contractual Services</i>			
10.4310.0201	Legal Services	11,000	30,000	30,000
	Total Contractual Services	\$ 11,000	\$ 30,000	\$ 30,000
	<i>Operating</i>			
10.4310.0728	Community Outreach	1,890	5,000	5,000
10.4310.0712	Computer Exp.	33,264	35,300	48,321
10.4310.0720	Crime Scene Supplies	6,398	10,000	10,000
10.4310.1100	Discretionary - Donations Exp	1,303	-	-
10.4310.0718	DJJ Exp.	350	10,000	10,000
10.4310.0701	Dues / Subscriptions	9,008	5,000	7,500
10.4310.0602	Equipment and Maintenance	76,850	57,755	67,425
10.4310.0719	Fuel Expense	62,117	75,000	75,000
10.4310.0750	Insurance Claims	11,682	-	-
10.4310.1001	Miscellaneous	251	-	-
10.4310.0716	Police Supplies	17,345	25,000	25,000
10.4310.0704	Printing	2,144	3,500	3,500
10.4310.0401	Professional Development	13,285	20,000	20,000
10.4310.0725	Summer Camp Supplies	8,546	7,500	7,500
10.4310.0708	Supplies	9,079	10,000	15,000
10.4310.0709	Telephone	20,832	30,000	45,000
10.4310.0715	Uniform Exp.	18,939	24,000	24,000
10.4310.0501	Utilities	9,598	12,500	12,500
10.4310.0713	Vehicle Exp.	55,494	45,000	50,000
	Total Operating	\$ 358,375	\$ 375,555	\$ 425,746
10.4310.0705	<i>Capital Outlay</i>	126,118	136,500	190,000
	Total Capital Outlay	\$ 126,118	\$ 136,500	\$ 190,000
	Total Police	\$ 2,466,913	\$ 2,777,979	\$ 2,930,427

Police Department Account Detail

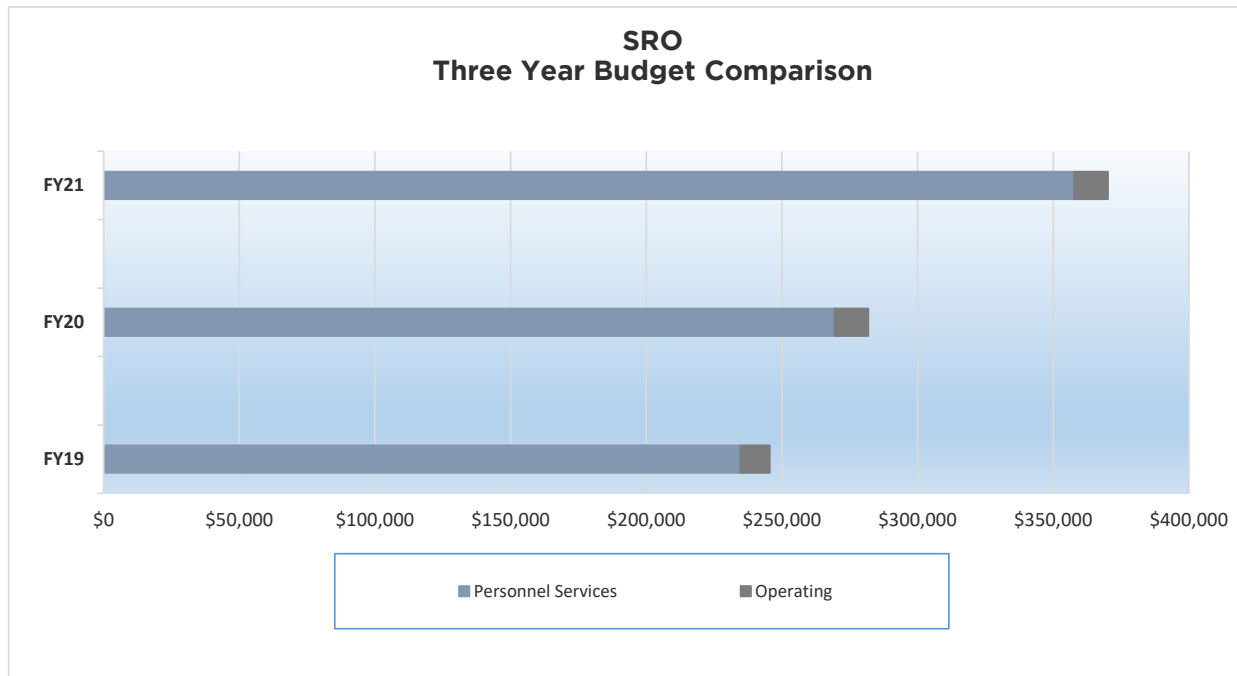
**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Capital	Four Marked Police Replacement Vehicles Including Equipment	190,000
	Two Unmarked Police Vehicle Including Equipment	-
	Four Marked Police Vehicles Including Equipment (new officers)	-
Computer	Five Laptops	12,696
	Four Desktops	8,000
	Five UPS/Battery Backup-3 Rec	1,725
	Eight AC Adapters -Five Recom	800
	Four Laptops for new officers	-
	NCIC Maintenance	9,600
	Southern Software	7,000
	RMS Additional Licenses	1,000
	Analytic Software	6,000
	Traffic Cloud	1,500
Crime Scene Supplies	Latent print kits, swab kits, fingerprint powder, ninhydrin spray and other supplies to gather physical evidence.	10,000
DJJ	Department of Juvenile Justice funds for incarceration for juveniles.	10,000
Equipment and Maintenance	Xerox Agreement	8,700
	RCC Annual Maintenance	10,000
	Radar Maintenance	1,000
	Motorola 800 Radios (62 units -five year lease)	23,700
	Thirty-two Tasers (five year lease)	12,455
	Five Body Cameras	5,570
	Four Body Cameras for new officers	-
	Traffic Camera (RC Dennis & 52)	3,000
	Traffic Camera (Perry Hill Rd & 17A)	3,000
Legal Services	Part-time prosecutor, evidence to support prosecution and DNA testing.	30,000
Police Supplies	Portable radios, radar, firearms, ammunition, pepper spray, tasers, handcuffs and promotional items.	25,000
Utilities	Santee Cooper & Home Telephone fees for intersection/surveillance cameras	12,500

**School Resource Officers
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	<u>Actual</u> FY19	<u>Budget</u> FY20	<u>Budget</u> FY21
Personnel Services	234,613	269,308	357,691
Operating	10,862	12,500	12,500
Totals	\$245,475	\$281,808	\$370,191



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	4	5	6

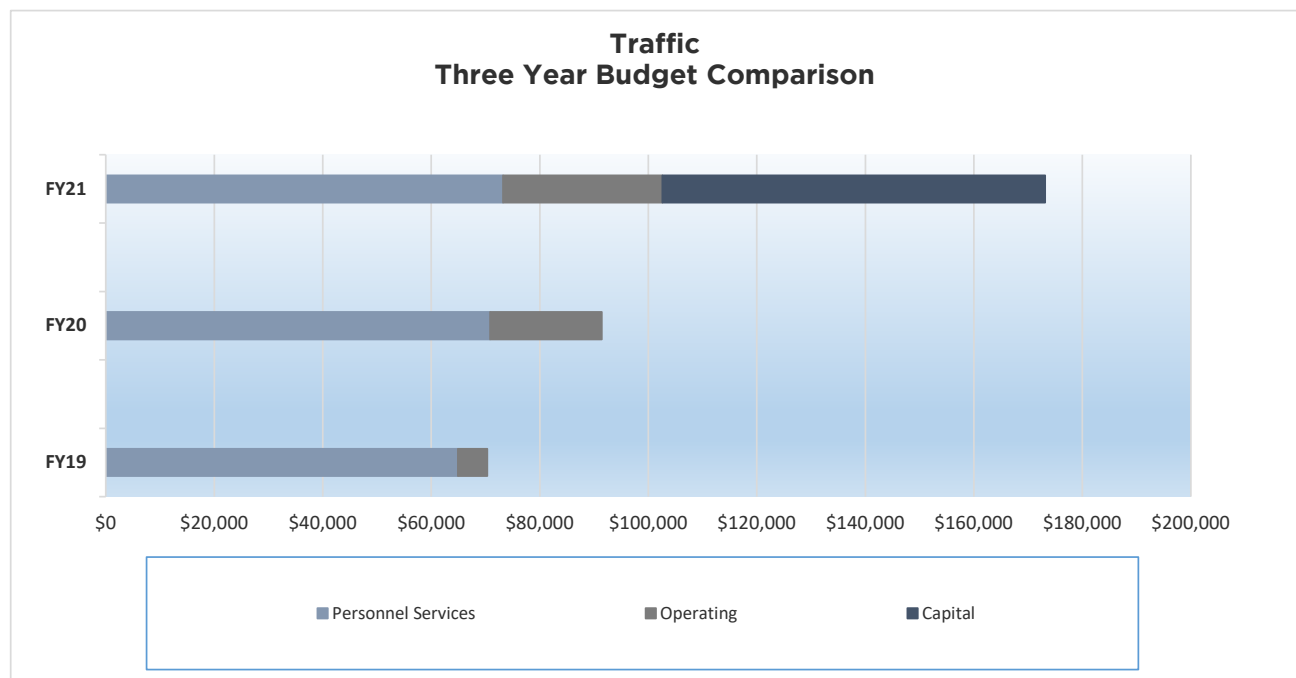
SCHOOL RESOURCE OFFICERS BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4315.0101	Salaries & Wages	155,245	171,632	235,661
10.4315.0102	Social Security / Medicare	11,295	13,283	18,180
10.4315.0103	Law Enforcement Retirement	27,732	31,379	42,910
10.4315.0104	Overtime	3,374	2,000	2,000
10.4315.0105	Health Insurance	35,281	42,432	50,916
10.4315.0107	Workers Compensation	-	8,582	8,024
10.4315.0110	Emergency Pay	1,686	-	-
	Total Personnel Services	\$ 234,613	\$ 269,308	\$ 357,691
	<i>Operating</i>			
10.4315.0712	Computer Expense	-	1,500	1,500
10.4315.0602	Equipment and Maintenance	204	-	-
10.4315.0719	Fuel Expense	6,823	7,000	7,000
10.4315.0401	Professional Development	-	-	-
10.4315.0715	Uniform Expense	321	500	500
10.4315.0713	Vehicle Expense	3,514	3,500	3,500
	Total Operating	\$ 10,862	\$ 12,500	\$ 12,500
10.4315.0705	<i>Capital Outlay</i>	-	-	-
	Total Capital Outlay	\$ -	\$ -	\$ -
	Total School Resource Officers	\$ 245,475	\$ 281,808	\$ 370,191

**Highway Safety Traffic Grant
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual FY19	Budget FY20	Budget FY21
Personnel Services	64,896	70,834	73,211
Operating	5,438	20,600	29,390
Capital	0	0	70,553
Totals	\$70,334	\$91,434	\$173,154



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	1	1	1

HIGHWAY SAFETY TRAFFIC GRANT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4317.0101	Salaries & Wages	43,431	43,000	45,000
10.4317.0102	Social Security / Medicare	3,210	3,290	3,443
10.4317.0103	Law Enforcement Retirement	7,942	8,273	8,568
10.4317.0104	Overtime	1,790	-	-
10.4317.0105	Health Insurance	7,774	14,534	14,652
10.4317.0107	Worker's Comp Insurance	-	1,737	1,548
10.4317.0110	Emergency Pay	749	-	-
	Total Personnel Services	\$ 64,896	\$ 70,834	\$ 73,211
	<i>Operating</i>			
10.4317.0401	Travel	5,348	17,500	22,200
10.4317.0701	Other	90	1,000	7,190
10.4317.0705	Equipment	-	2,100	-
	Total Operating	\$ 5,438	\$ 20,600	\$ 29,390
10.4317.0705	<i>Capital Outlay</i>	-	-	70,553
	Total Capital Outlay	\$ -	\$ -	\$ 70,553
	Total Hwy Safety Traffic Grant	\$ 70,334	\$ 91,434	\$ 173,154

Public Service Department
Logan Faulkner, Director

Mission

To maintain and improve the appearance, facilities, sanitation and stormwater of the Town of Moncks Corner so that the citizens gain the best impression of municipal service.

Measures

1. Average 15 bags of litter picked up each month.
2. Average time between ROS maintenance is less than seven days in the growing season.
3. Average time between Hwy 52 ROW maintenance is less than twenty-one days in the growing season.
4. Average time between recreation field maintenance is three days.
5. Change the hanging basket flowers twice a year.
6. Limit the number of missed cans to 5 per week.
7. Average 3 ditches per week of maintenance in the Stormwater division.
8. Clean out at least one section of Town storm drains per quarter.

FY 2021 Goals

Building and Grounds

1. Move into new Public Service building.
2. Move or demo old Public Service building.
3. Survey town and replace missing street signs.
4. Survey and trim trees and brush that are in the line of view at stop signs and intersections.

Stormwater

1. Fix the Winter Street portion of the California Branch.
2. Survey all drainage systems and create a schedule for ditch maintenance.
3. Survey storm drains and have a Vac Truck come and clean out clogged drains.

Sanitation

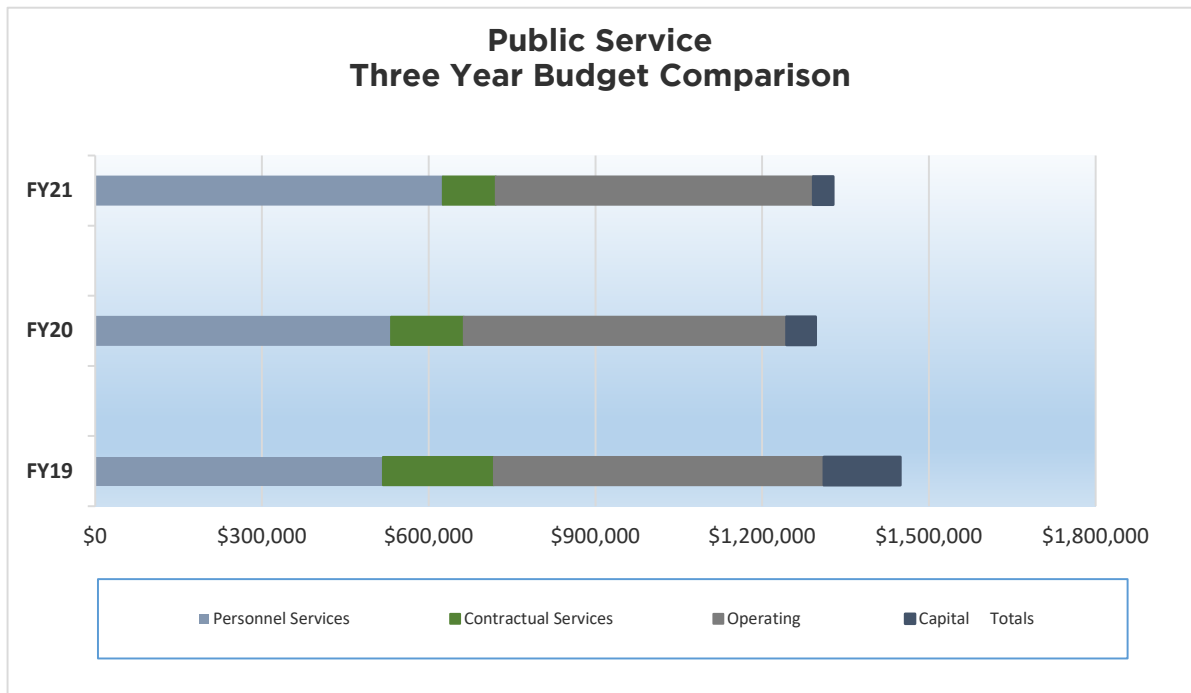
1. Obtain a fourth truck for a backup.
2. Establish a bulk item and yard debris system for Wednesday's.
3. Construct shed for Sanitation vehicles.
4. Install drain for washout at Public Service Building.



**Public Service - Building & Grounds
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY19	FY20	FY21
Personnel Services	517,819	532,376	625,209
Contractual Services	199,677	130,830	95,554
Operating	593,659	580,600	571,100
Capital	137,222	52,500	36,000
Totals	\$1,448,377	\$1,296,306	\$1,327,863



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	13	13	13

PUBLIC SERVICE DEPARTMENT - BUILDING & GROUNDS BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4450.0101	Salaries & Wages	350,864	345,769	416,219
10.4450.0102	Social Security / Medicare	26,686	27,484	32,901
10.4450.0103	Regular State Retirement	53,551	54,191	65,048
10.4450.0104	Overtime	14,101	13,500	13,500
10.4450.0105	Health Insurance	69,591	90,432	96,541
10.4450.0108	Physical Exams	840	1,000	1,000
10.4450.0110	Emergency Pay	2,186	-	-
	Total Personnel Services	\$ 517,819	\$ 532,376	\$ 625,209
	<i>Contractual Services</i>			
10.4450.0760	Contract Labor	175,077	105,830	70,554
10.4450.0761	Contract Labor- HWY 52	24,600	25,000	25,000
	Total Contractual Services	\$ 199,677	\$ 130,830	\$ 95,554
	<i>Operating</i>			
10.4450.0712	Computer	154	4,300	4,500
10.4450.0602	Equipment and Maintenance	17,853	17,000	23,500
10.4450.0601	Facilities Maintenance	34,009	40,000	40,000
10.4450.0636	Field Maintenance	51,391	30,000	30,000
10.4450.0719	Fuel	17,072	16,500	16,500
10.4450.0732	Landscaping Supplies	28,064	48,000	30,000
10.4450.0707	Leased Equipment	40,476	42,500	42,500
10.4450.1003	Miscellaneous - Christmas Lights	9,321	5,000	5,000
10.4450.0733	Miscellaneous Repairs	544	2,000	2,000
10.4450.0708	Office Supplies	560	500	1,100
10.4450.0600	Park Maintenance	9,075	15,000	15,000
10.4450.0401	Professional Development	498	2,000	1,500
10.4450.0603	Small Tools / Equipment	6,349	5,500	5,500
10.4450.0631	Street Lighting	351,522	320,000	320,000
10.4450.0630	Street, Sign & Road Maint.	8,494	10,000	10,000
10.4450.0709	Telephone	5,312	5,500	5,500
10.4450.0715	Uniform	3,632	4,500	6,000
10.4450.0713	Vehicle	9,333	12,300	12,500
	Total Operating	\$ 593,659	\$ 580,600	\$ 571,100
10.4450.0705	<i>Capital Outlay</i>	137,222	52,500	36,000
	Total Capital Outlay	\$ 137,222	\$ 52,500	\$ 36,000
	Total Building & Grounds	\$ 1,448,377	\$ 1,296,306	\$ 1,327,863

Public Service Department - Building & Grounds Account Detail

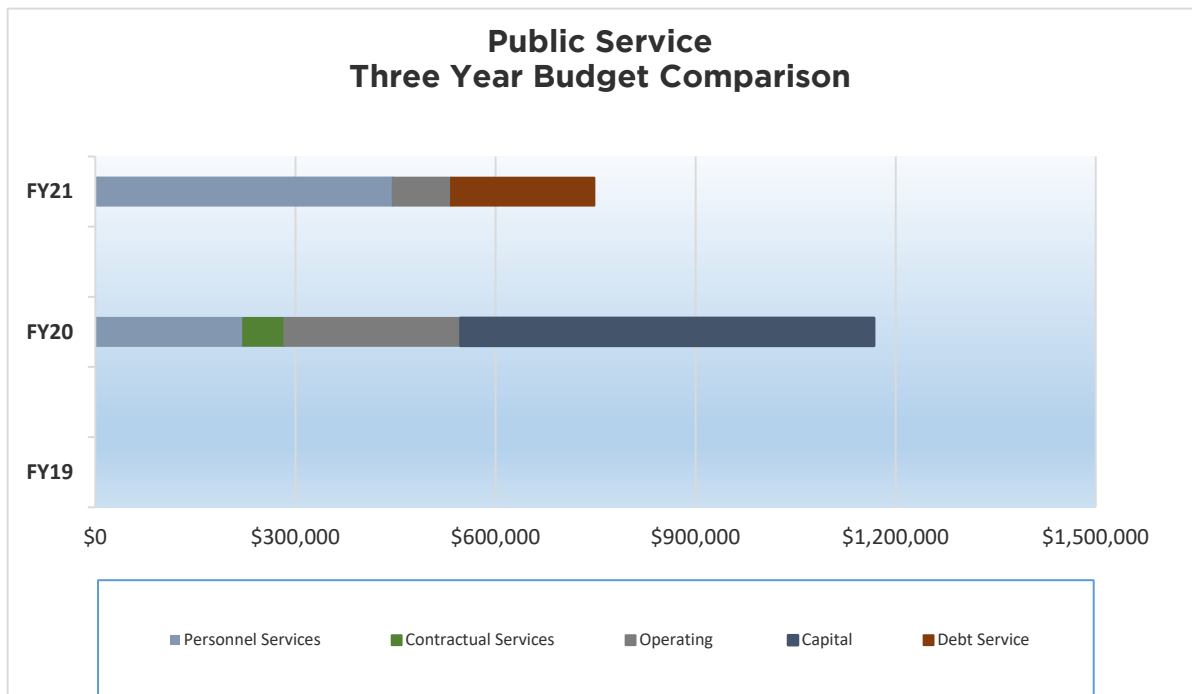
**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Capital Outlay	96" Zero Turn Mower	36,000
Computer	Two computers	4,500
Contract Labor	Two full-time contract laborers	70,554
Contract Labor - HWY 52	Additional contract labor needed for Hwy 52 project	25,000
Equipment and Maintenance	Equipment maint. for the mowers, edgers etc... Xerox lease at Public Service Building	23,500
Facilities Maintenance	Maintenance for Rec Complex & Youth Field Buildings	40,000
Field Maintenance	Maintenance for fields includes spraying, fertilizer, herbicide. Irrigation and sod.	30,000
Leased Equipment	Equipment lease with Smith & Turf	42,500
Park Maintenance	Maintenance for Unity and Lacy Parks	15,000
Street Lighting	All street, outdoor and municipal security lighting for all Town property includes outdoor lighting for Town property, light poles and traffic lights	320,000

**Public Service - Sanitation
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY19	FY20	FY21
Personnel Services	0	221,623	446,167
Contractual Services	0	61,734	0
Operating	0	263,951	87,100
Capital	0	620,566	0
Debt Service	0	0	214,850
Totals	\$0	\$1,167,874	\$748,117



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	0	7	10

PUBLIC SERVICE DEPARTMENT - SANITATION BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
10.4454.0101	Salaries & Wages	-	136,583	300,445
10.4454.0102	Social Security / Medicare	-	10,761	23,380
10.4454.0103	Regular State Retirement	-	21,888	46,920
10.4454.0104	Overtime	-	4,083	5,000
10.4454.0105	Health Insurance	-	46,808	68,922
10.4454.0108	Physical Exams	-	1,500	1,500
	Total Personnel Services	\$ -	\$ 221,623	\$ 446,167
	<i>Contractual Services</i>			
10.4454.0760	Contract Labor	-	61,734	-
	Total Contractual Services	\$ -	\$ 61,734	\$ -
	<i>Operating</i>			
10.4454.0401	Computer	-	2,000	2,000
10.4454.0602	Equipment and Maintenance	-	214,000	27,000
10.4454.0603	Fuel	-	23,333	25,000
10.4454.0708	Miscellaneous	-	2,917	3,000
10.4454.0709	Professional Development	-	1,000	1,000
10.4454.0712	Small Tools / Equipment	-	1,750	1,750
10.4454.0713	Supplies	-	117	150
10.4454.0715	Telephone	-	1,167	1,200
10.4454.0719	Uniform	-	6,000	6,000
10.4454.1001	Vehicle	-	11,667	20,000
	Total Operating	\$ -	\$ 263,951	\$ 87,100
10.4452.0705	<i>Capital Outlay</i>	-	620,566	-
	Total Capital Outlay	\$ -	\$ 620,566	\$ -
	<i>Debt Service</i>			
	Sanitation Truck Lease Purchase	-	-	45,150
	Grapple Truck Lease Purchase	-	-	35,600
10.4600.1774	FY20 Sanitation Trucks Lease	-	-	134,100
	Total Debt Service	\$ -	\$ -	\$ 214,850
	Total Sanitation	\$ -	\$ 1,167,874	\$ 748,117

Public Service Department - Sanitation Account Detail

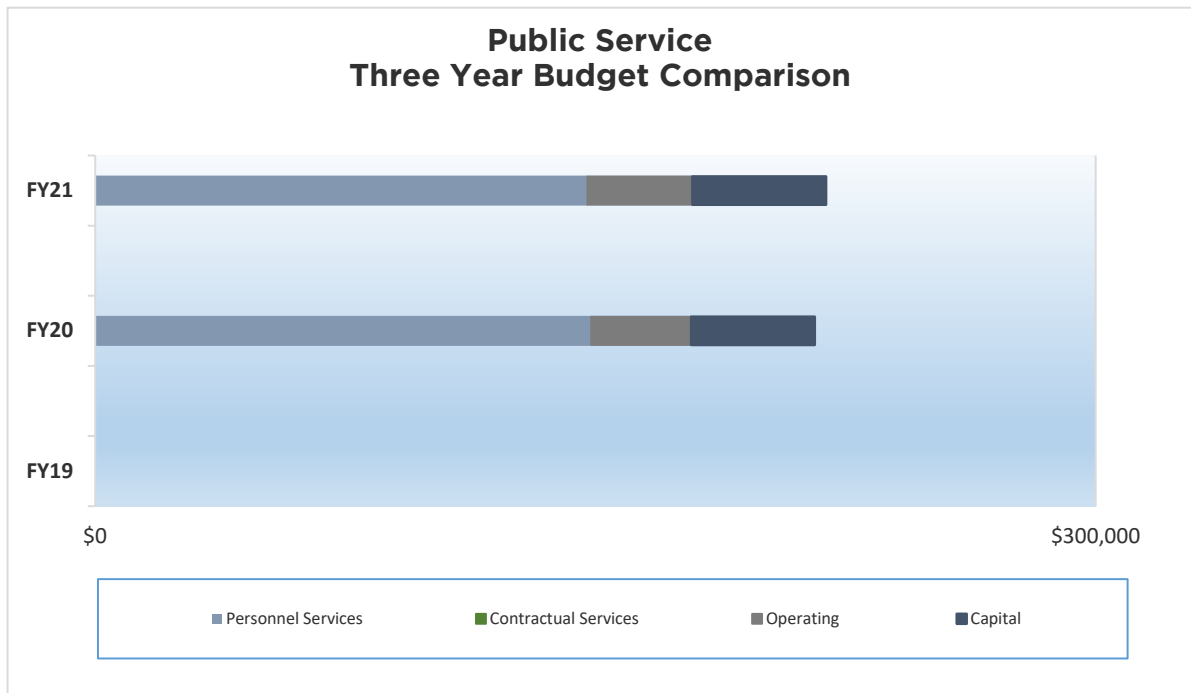
**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Debt Service	Garbage Truck & accessories (\$203,000 5yr @4.25%)	45,150
	Grapple Truck (\$160,000 5yr @4.25%)	35,600
	FY 2020 Sanitation Trucks Lease Purchase	134,100

**Public Service - Stormwater
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	FY19	FY20	FY21
Personnel Services	0	148,758	147,624
Contractual Services	0	0	0
Operating	0	30,000	31,500
Capital	0	37,000	40,000
Totals	\$0	\$215,758	\$219,124



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	0	3	3

PUBLIC SERVICE DEPARTMENT - STORMWATER BUDGET

Account Number	Account Name	Audited FY 19	Adopted FY 20	Adopted FY 21
10.4452.0101	Salaries & Wages	-	86,640	96,806
10.4452.0102	Social Security / Medicare	-	7,010	7,798
10.4452.0103	Regular State Retirement	-	14,072	15,670
10.4452.0104	Overtime	-	5,000	5,000
10.4452.0105	Health Insurance	-	35,736	22,050
10.4452.0108	Physical Exams	-	300	300
	Total Personnel Services	\$ -	\$ 148,758	\$ 147,624
	<i>Contractual Services</i>			
	Contract Labor	-	-	-
	Total Contractual Services	\$ -	\$ -	\$ -
	<i>Operating</i>			
10.4452.0602	Equipment and Maintenance	-	10,000	10,000
10.4452.0719	Fuel	-	9,000	10,000
10.4452.0401	Professional Development	-	1,000	1,000
10.4452.0603	Small Tools / Equipment	-	2,000	2,000
10.4452.0709	Telephone	-	2,000	2,000
10.4452.0715	Uniform	-	2,000	2,000
10.4452.0713	Vehicle	-	4,000	4,500
	Total Operating	\$ -	\$ 30,000	\$ 31,500
10.4452.0705	<i>Capital Outlay</i>	-	37,000	40,000
	Total Capital Outlay	\$ -	\$ 37,000	\$ 40,000
	Total Stormwater	\$ -	\$ 215,758	\$ 219,124

Public Service Department - Stormwater Account Detail

**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Capital Outlay	Cutter head for Bobcat	9,000
	Dump truck and accessories	31,000

Recreation Department
Becky Ellison, Director

Mission

The Moncks Corner Recreation Department seeks to connect our community through people, events and activities for the citizens of the Town of Moncks Corner and surrounding areas.

Measures

1. Have every volunteer coach CPR/AED certified before being allowed to coach
2. Host at least one District or State baseball/softball tournament each year
3. Host 26 non-rec tournaments a year
4. Have a sponsor for every team and 30 field sponsors each season
5. Maintain Youth Sport participation of at least 15% of Town population
6. Maintain Adult Recreation participation of at least 5% of Town population
7. Maintain Senior Recreation participation of at least 5% of Town population

FY 2021 Goals

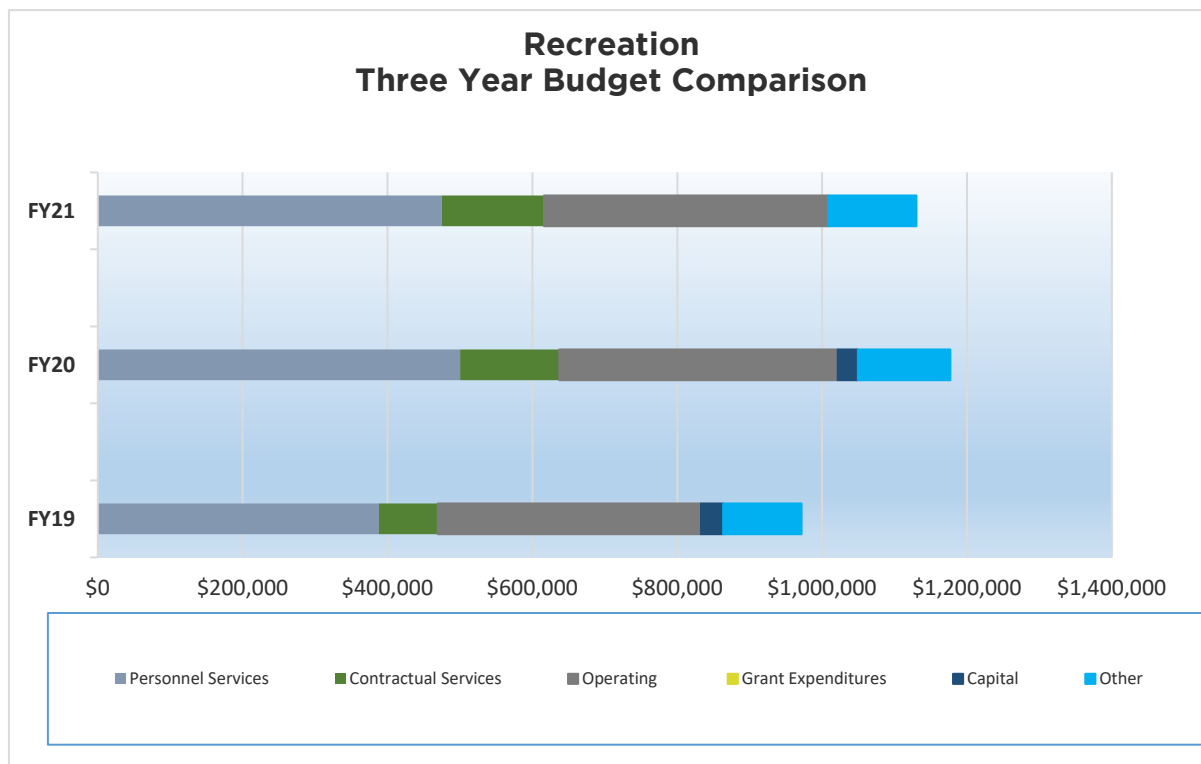
1. Add Adult Volleyball and Soccer
2. Recognize the volunteer coaches with a Coaches Banquet.
3. Work to establish a Miracle League Field through fundraising and sponsorships.
4. Establish a program for Tennis through Net Generation.
5. Add a Spring Festival on Main Street to our event calendar.
6. Add a program for ages 3-5 years old-Amazing Athletes
7. Create an Athletic and Program guide for the year.
8. Create a First Thursday event in conjunction with the Farmer's Market to increase community involvement and revenue for Main Street Business and Farmers Market.
9. Increase the interest of Farmers Market through radio promotion, newspaper, and social media postings.
10. Expand senior opportunities by creating a variety of programs: painting classes, senior yoga, line dancing, pickle ball, and easy does it fitness classes.



**Recreation Department
Budget Summary
Budget FY21**

Comparative Budget Summary by Category

	Actual FY19	Budget FY20	Budget FY21
Personnel Services	388,142	500,164	474,968
Contractual Services	81,216	136,986	140,896
Operating	362,043	384,390	392,266
Grant Expenditures	394	0	0
Capital	31,611	28,000	0
Other	107,998	127,500	122,000
Totals	\$971,404	\$1,177,040	\$1,130,130



Comparative Summary of Authorized Personnel

	FY19	FY20	FY21
Full-time employees	5	7	7

RECREATION DEPARTMENT BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Personnel Services</i>			
10.4500.0101	Salaries & Wages	286,710	358,955	332,505
10.4500.0102	Social Security / Mdicare	20,727	27,575	25,376
10.4500.0103	Regular State Retirement	41,519	54,562	50,088
10.4500.0104	Overtime	1,261	1,500	2,000
10.4500.0105	Health Insurance	36,239	57,072	64,499
10.4500.0108	Physical Exams	1,150	500	500
10.4500.0110	Emergency Pay	536	-	-
	Total Personnel Services	\$ 388,142	\$ 500,164	\$ 474,968
	<i>Contractual Services</i>			
10.4500.0761	Contract Labor	27,753	84,986	88,896
10.4500.0760	Instructors	3,564	5,000	5,000
10.4500.0739	Officials	49,366	45,000	45,000
10.4500.0204	Professional Services	533	2,000	2,000
	Total Contractual Services	\$ 81,216	\$ 136,986	\$ 140,896
	<i>Operating</i>			
10.4500.0702	Advertising and Promotion	971	3,000	3,000
10.4500.0735	Athletic Awards	6,230	6,000	6,000
10.4500.0737	Athletic Equipment	7,755	25,000	15,000
10.4500.0736	Athletic Uniforms	33,418	45,000	45,000
10.4500.0601	Building Maintenance	5,479	7,740	7,740
10.4500.0746	Camp Programs	6,114	6,000	6,000
10.4500.0710	Class / Camp Supplies	2,700	5,000	5,000
10.4500.0712	Computer	11,847	11,350	11,550
10.4500.0738	Concessions	66,914	60,000	60,000
10.4500.0701	Dues / Subscriptions	920	1,000	1,000
10.4500.0602	Equipment Maintenance	3,199	4,200	8,200
10.4500.0636	Field Maintenance	-	20,000	25,000
10.4500.0747	Franchise Fees	1,053	1,100	1,100
10.4500.0719	Fuel	2,726	4,900	4,900
10.4500.1001	Micellaneous	4,253	3,600	3,600
10.4500.0401	Professional Development	2,702	3,000	4,000
10.4500.1003	Sales Tax	11,633	10,800	10,800
10.4500.0741	Special Events	299	-	-
10.4500.0707	Special Permitting Fees	223	1,500	1,500
10.4500.0751	Sponsor Signs	2,803	3,000	3,000
10.4500.0708	Supplies	2,599	2,000	4,500
10.4500.0709	Telephone	11,157	7,500	11,676
10.4500.0742	Tournament	128,718	75,000	75,000
10.4500.0715	Uniform	335	-	1,000
10.4500.0501	Utilities	45,934	75,000	75,000
10.4500.0713	Vehicle	2,061	2,700	2,700
	Total Operating	\$ 362,043	\$ 384,390	\$ 392,266

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	<i>Grants</i>			
10.4500.0814	USTA SC/Net Generation	394	-	-
	Total Grants	\$ 394	\$ -	\$ -
10.4500.0705	<i>Capital Outlay</i>	31,611	28,000	-
	Total Capital Outlay	\$ 31,611	\$ 28,000	\$ -
	<i>Other - Events & Marketing</i>			
10.4500.2202	Advertising and Promotion	7,407	10,000	10,000
10.4500.2201	Professional Development	45	3,000	-
10.4500.2211	Retail Supplies "SWAG"	9,282	12,000	12,000
10.4500.2210	Special Events	89,897	100,000	100,000
10.4500.2208	Supplies	1,367	2,500	-
	Total Events & Marketing	\$ 107,998	\$ 127,500	\$ 122,000
	Total Recreation	\$ 971,404	\$ 1,177,040	\$ 1,130,130

Recreation Department Account Detail

**NOTE: Some budget accounts are not included in the Account Detail*

Account Name	Account Detail	Adopted Amount
Building Maintenance	Repairs and maintenance including cleaning supplies, cleaning fees and pest control for Depot, Rec Complex and Youth Field	7,740
Camp Programs	Field trip fees, bus fees and meals for summer programs	6,000
Class / Camp Supplies	Supplies for classes and camps such as games, movies, books, art supplies, etc...	5,000
Computer	Desktops w/ Monitor	1,500
	Etrak Recreation software	7,750
	Clover POS software fees	2,300
Contract Labor	One full-time and one part-time contract laborer to assist with the fields and several contracted concession stand attendants	88,896
Equipment and Maintenance	Equipment repairs and maintenance for Concession Stands & Depot	4,200
	Five trash receptacle at Rec Complex	4,000
Field Maintenance	Paint, chalk, turface, bases and infield clay for Youth Field and Rec Complex Field	25,000
Instructors	Instructors for yoga, painting and other classes	5,000
Officials	Officials for sporting events	45,000
Professional Development	Includes meetings for Events & Marketing Manager, Dixie Girls National Conference, SCRPA Conference & other meetings	4,000
Professional Services	SLED background checks for coaches and volunteers	2,000
Special Permitting Fees	DHEC / OSHA food service permit and Fire Inspection / suppression	1,500
Tournament	Tournament costs including All Star Team uniforms,entry fees, lodging, meals, fuel and trasporation for participants	75,000
Utilities	Ballfield lighting at the Youth Fields & Rec Complex, All lighting at Rec Complex (except outdoor light poles), and lighting at tennis courts and Depot including security monitoring	75,000
EVENTS & MARKETING		
Advertising & Promotion	Expenses for advertising and promote tourism; welcome guides and brochures	10,000
Retail Supplies "SWAG"	Retail items to sale to tourists and locals includes hats, shirts, flags, etc....	12,000
Special Events	Expenses for events	100,000

ABATEMENTS & IMPROVEMENTS FUND

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 419,211	\$ 400,000	\$ 381,450
	<i>Revenues</i>			
82.3000.1100	Donations	1,075	-	-
82.3000.1200	Transfer from General Fund	312,900	174,950	414,353
	Total Revenues	313,975	174,950	414,353
	Total Revenues & Fund Balance	733,186	574,950	795,803
	<i>Expenditures</i>			
	<i>Abatements</i>			
82.4455.2500	Private	13,805	10,000	10,000
82.4455.2502	Public	-	-	100,000
	<i>Improvements</i>			
82.4455.2700	Way Finding	51,280	-	-
82.4455.2703	Public Service Building	16,935	-	-
82.4455.2704	Main Street Improvements	169,214	-	-
82.4455.2706	Mast Arms 52 & 52	72,852	-	-
82.4455.2707	Sidewalk Staining	-	16,000	-
82.4455.2710	Other Improvements - Banners	-	-	14,000
	<i>Transfers</i>			
82.4700.1304	Transfer to - Capital Improvements Fund	-	167,500	-
	Total Expenditures	324,086	193,500	124,000
	Ending Fund Balance	\$ 409,100	\$ 381,450	\$ 671,803

BOND SINKING FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 21,912	\$ 30,500	\$ 41,465
	<i>Revenues</i>			
80.3000.0203	Interest	101	70	100
80.3000.0420	Debt Millage (3Mills)	136,504	140,000	176,784
80.3000.0421	Delinquent Debt Millage	7,930	5,000	6,500
80.3000.1210	Transfer from - General Fund	50,000	25,000	-
	Total Revenues	194,535	170,070	183,384
	Total Revenues & Fund Balance	216,447	200,570	224,849
	<i>Expenditures</i>			
80.4600.1002	Interest	43,709	39,705	36,049
80.4600.1659	GO Bond - Town Hall / Dupree	-	-	-
80.4600.1665	GO Bond - Ferrar fire Truck	62,000	64,000	66,000
80.4600.1668	GO Bond - 2014 Series/Construction	78,000	80,000	81,000
	Total Expenditures	183,709	183,705	183,049
	Ending Fund Balance	\$ 32,738	\$ 16,865	\$ 41,800

CAPITAL IMPROVEMENTS FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 1,586,679	\$ 200,000	\$ -
	<i>Revenues</i>			
84.3000.0400	10% LOST	142,500	-	-
84.3000.0800	MASC Home Econ Devel Grant	25,000		-
84.3000.0809	PARD Grant	-	15,000	-
84.3000.1100	Miracle League Donations	39,229	-	-
84.3000.1105	Donations / Reimbursements	160,834		-
84.3000.1205	Transfer from General Fund	200,000	-	-
84.3000.1206	Transfer from -Abatements & Improvements Fund	-	167,500	-
84.3000.1206	Transfer from -Local Tax Fund	345,000	299,500	-
	Total Revenues	912,563	482,000	-
	Total Revenues & Fund Balance	2,499,242	682,000	-
	<i>Expenditures</i>			
84.4454.1408	Fire Station II	1,713,629	-	
84.4454.1409	Concession Stand	569,113	-	
84.4454.1410	Miracle League Field	48,364	-	
84.4454.1411	Public Service Buliding	-	650,000	
84.4454.1412	Shade Shelter	-	32,000	
	Total Expenditures	2,331,106	682,000	-
	Ending Fund Balance	\$ 168,136	\$ -	\$ -

COMMUNITY RECREATION COMPLEX DEBT SERVICE FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 427,973	\$ 451,880	\$ 226,791
	Cash with Fiscal Agent	415,429	406,478	-
	<i>Revenues</i>			
83.3000.0201	Interest with Fiscal Agent	129,969	120,882	-
83.3000.0203	Interest Earned	-	150	150
83.3000.1200	Transfer In- Local Tax Fund	432,000	120,000	300,000
	Total Revenues	561,969	241,032	300,150
	Total Revenues & Fund Balance	1,405,371	1,099,390	526,941
	<i>Expenditures</i>			
	2010 Bond Refunding Expenditures	-	-	-
83.4343.1600	Bond Principal	170,000	175,000	215,000
83.4343.1601	Bond Interest	367,788	359,067	149,385
	Total Expenditures	537,788	534,067	364,385
	Ending Fund Balance	\$ 867,583	\$ 565,323	\$ 162,556

LOCAL TAX FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 273,109	\$ 50,000	\$ 111,961
	<i>Revenues</i>			
81.3000.0102	Penalties - Hospitality	4,543	1,500	4,000
81.3000.0203	Interest Income	861	550	550
81.3000.0410	Local Accommodations Tax	23,211	20,500	20,500
81.3000.0412	Local Hospitality Tax	1,044,842	1,020,000	1,020,000
81.3000.0415	Micellaneous Income	60	-	-
81.3000.0810	GOOGLE Grant	26,134	-	-
	Total Revenues	1,099,651	1,042,550	1,045,050
	Total Revenues & Fund Balance	1,372,760	1,092,550	1,157,011
	<i>Expenditures</i>			
81.4121.0202	Trustee Fees	2,500	2,500	2,500
81.4121.0706	D & O Insurance	860	900	860
81.4121.0807	Google Grant Expenditures	26,134	-	-
81.4121.1001	Miscellaneous	914	1,100	1,100
81.4700.1300	Transfer to General Fund	400,000	667,600	850,000
81.4700.1303	Transfer to CRC Debt Reserve	432,000	120,000	300,000
81.4700.1304	Transfer to Capital Improvements Fund	345,000	299,500	-
	Total Expenditures	1,207,408	1,091,600	1,154,460
	Ending Fund Balance	\$ 165,352	\$ 950	\$ 2,551

SC STATE ACCOMMODATIONS TAX FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ 5,886	\$ -	\$ 10,355
	<i>Revenues</i>			
15.3000.0203	Interest Earned	155	25	25
15.3000.0410	Accommodations Tax	73,938	42,500	28,000
	Total Revenues	74,093	42,525	28,025
	Total Revenues & Fund Balance	79,979	42,525	38,380
	<i>Expenditures</i>			
15.4122.1001	Tourism Events	-	-	-
15.4122.1002	*Advertising & Promotion	5,800	5,819	6,000
15.4700.1301	Transfer Out - General Fund	58,950	36,681	32,300
	Total Expenditures	64,750	42,500	38,300
	Ending Fund Balance	\$ 15,229	\$ 25	\$ 80

STORMWATER UTILITIES FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ -	\$ -	\$ 134,410
	<i>Revenues</i>			
62.3000.0400	Stormwater Fees	-	425,000	450,000
62.3000.0401	Stormwater Permits	-	-	10,000
	Total Revenues	-	425,000	460,000
	Total Revenues & Fund Balance	-	425,000	594,410
	<i>Expenditures</i>			
62.4452.0204	Contractual Services - Engineering	-	20,000	120,000
62.4452.0208	Contractual Services - System Repair	-	133,410	187,019
62.4452.1300	Transfer to GF - Public Service	-	215,758	219,124
62.4452.1300	Transfer to GF- Community Development	-	55,832	68,267
	Total Expenditures	-	425,000	594,410
	Ending Fund Balance	\$ -	\$ -	\$ -

VICTIMS ADVOCATE FUND BUDGET

Account Number	Account Name	Audited FY 19	Budgeted FY 20	Adopted FY 21
	Beginning Fund Balance	\$ (11,927)	\$ (10,500)	\$ 4,777
	<i>Revenues</i>			
17.3000.0502	Victim's Rights Revenues	7,015	7,500	6,500
17.3000.1201	Transfer In - GF	-	12,000	-
	Total Revenues	7,015	19,500	6,500
	Total Revenues & Fund Balance	(4,912)	9,000	11,277
	<i>Expenditures</i>			
17.4312.0401	Professional Development	1,315	1,200	1,200
17.4312.0708	Supplies	-	250	250
17.4312.0709	Telephone	287	300	300
17.4312.0712	Computer Expense	(221)	-	-
17.4312.0713	Vehicle Expense	2,980	1,500	2,500
17.4312.0719	Fuel Expense	1,167	1,500	1,500
17.4312.1001	Court Expenses	-	4,000	4,000
	Total Expenditures	5,528	8,750	9,750
	Ending Fund Balance	\$ (10,440)	\$ 250	\$ 1,527

Resiliency Budget

Should the economy enter a recession, the Town will need to tighten its budget and curtail some secondary functions, but core functions will remain. A cooperative effort will have to be established between Departments in order to balance budget constraints. A recession would affect economic growth, employment, and financial stability for individuals, businesses and government alike. Revenue collections will be affected on the local, county and statewide levels.

Three phases have been developed should an ongoing decline of the economy happen. A small decline in the economy would be reflected in Phase I; Phase II would be a medium sized decline and Phase III would be a recession. Each department has estimated the impact of each phase and has developed the following plans to be implemented during each phase below:

PHASE I - Revenue 3% Decrease / Expenditures 2% Decrease

Revenue

During Phase I, a 3% decrease in revenue would be expected as residential and commercial growth is anticipated to slow down. This also results in a decrease in business license revenue. A small amount of unassigned fund balance is expected to be used to balance the budget.

Administration Department

The Administration Department would institute a hiring freeze. While the Administration staff is made up of only 7 employees, chances of employees seeking other employment is not probable, so other budget restraints will be more realistic. Personnel increases for all departments can be reduced down to a cost of living increase across the board to maximize the allowance to 1% instead of merits. The Town may realize more savings in personnel increases and benefits with the implementation of a hiring freeze and the vacancy of unfilled positions in other departments. Other budget restraints can be administered conservatively by reducing expenses in other line items such as codification, professional services, professional development, other meetings, building maintenance, advertising, miscellaneous expense, contingency and capital outlay. Conservative spending could result in an 8% budget reduction.

Court Department

The Municipal Court has a small operating budget. The Court staff is made up of only two full time employees, chances of employees seeking other employment is not probable, so other budget restraints will be more realistic. Other budget restraints can be administered conservatively by reducing expenses in other line items such as professional services, professional development, dues and subscriptions supplies and computer expense. Conservative spending could result in a 2% budget reduction.

Community Development Department

The Community Development Department would institute a hiring and vehicle freeze, while reducing the uniform, computer, and professional development budgets. This results in a 2% budget reduction, unless an employee leaves the organization.

Fire Department

The Fire Department would institute a hiring and vehicle freeze. The department would reduce overtime costs by decreasing the number of events in which standby crews (on overtime) participate and modifying our minimum daily staffing procedures. The department would also implement cuts to the professional development budget by reducing the number

of public fire education and CPR classes and limiting out of the area fire/rescue classes. Uniforms and computer line items could be reduced as well as attempting to reduce fuel costs by 5% by restricting travel. This results in an overall 1% budget reduction.

Police Department

A real concern with the public safety area is that a downturn in the economy will adversely affect our crime rate. The Police Department would anticipate a rise in property crimes to include thefts, shopliftings, and burglaries. This must be considered in all efforts to control budget issues.

The Police Department would reduce fuel consumption by 10%, overtime by 10% and expenditures in supplies by a minimum of 10%; this would result in an over budget reduction of 4%.

Public Service Department

The Public Service Department would institute a hiring and vehicle freeze, while reducing the park maintenance, field maintenance and professional development budgets. This results in a 1% budget reduction.

Recreation Department

The Recreation Department would institute a hiring freeze. While the Recreation full time staff is made up of 7 employees, we have several part-time employees for concession works. We would decrease our advertising promotion, select a different style of uniforms, cut technology budget, and the athletic equipment budget to save 2%.

PHASE II - Revenue 11% Decrease / Expenditures 5% Decrease

Revenue

As the market declines, Town residents will not spend as much money, businesses will start to close and building will decrease substantially. This affects property tax, business license, building permits, local option sales tax as well as other revenues as such a decrease of 11% is anticipated to occur. Also, unassigned fund balance will need to be used to balance the budget.

Administration Department

As in Phase I, the Administration Department would institute a hiring freeze and cut costs in overall operations. Personnel increases for all departments can be reduced down to a cost of living increase across the board to maximize the allowance to 1 % instead of merits. If the economy slows, Town projects will probably slow down, instituting a reduction in legal and professional services. As in Phase I, other budget restraints will be administered conservatively by reducing expenses in other line items such as codification, professional services, professional development, other meetings, building maintenance, advertising, miscellaneous expense, contingency and capital outlay. Expenses for professional development overnight stays would be limited. Essential training/meetings to keep up certifications would take priority. This leads to a cumulative 9% reduction.

Court Department

Phase II, would institute a hiring freeze and cut costs in overall operations. Overtime will be cut in half and professional services would decrease. If the economy slows, budget restraints will be administered a little more heavily. Essential training/meetings to keep up certifications would take priority. This leads to a cumulative 3% reduction.

Community Development Department

The Community Development Department would be forced to lay off one position. Other budget conservation measures include reducing budget line items such as dues and subscriptions, fuel, vehicle, telephone, as well as further cuts to professional development and uniform. This leads to a cumulative 14% reduction.

Fire Department

In Phase Two the department would forgo acceptance of the FEMA Assistance to firefighter grants for the breathing air compressor and bunker gear if awarded. Additional cuts to the professional development budget by eliminating free Public CPR and fire education classes and all out of the area fire/rescue classes. The department would consider laying off three positions, which would also reduce the uniform and professional development line items in addition the department would attempt to further reduce fuel costs by another 5% by eliminating un-necessary travel. This leads to a cumulative 10% reduction.

Police Department

In Phase Two the department would Implement policies to reduce fuel consumption by 25%; reduce administrative staff by one and restrict overtime to approved criminal investigations or emergency situations resulting in an overall budget reduction of 4%.

Public Service Department

In Phase Two the Public Service department would have to lay off one of the four temporary employees. Other budget cuts include reducing landscaping supplies, Christmas light fixtures, telephone, vehicle, uniforms and fuel. This leads to a cumulative 4% reduction.

Recreation Department

As in Phase I, the Recreation Department would institute a hiring freeze and layoff concession workers, decrease spending in tournaments, decrease officials per games, reduce spending on special events, vehicles, and supplies. Phase II results in a 14% cumulative decrease.

PHASE III – Revenue 24% Decrease / Expenditures 8% Decrease

Revenue

If a recession should occur, Town residents will lose their jobs, homes will be foreclosed, building will cease and local businesses will close. As such the Town's property tax, business license, building permits, local option sales tax, recreation fees and other revenues are anticipated to see a 24% decrease. Based on the department's expected expenditure reductions, unassigned fund balance in the amount of 1.7 million will need to be used to balance the budget. Reducing unassigned fund balance to less than \$2.5 million is not recommended for sustainability.

Administration Department

Phase III will be a more challenging process in conservative spending than that of Phase I and II. Most training will be limited. There will be a freeze on any Personnel Increases. This results in a cumulative 15% budget reduction. As department's layoff employees, the Town's unemployment rates are anticipated to increase 67%.

Court Department

Phase III will be a more challenging process in conservative spending than that of Phase I and II. Should the economy enter a recession, most budgeted line items will be scrutinized to the fullest. Most training will be limited. There could be a potential for laying off one position in the department. This results in a cumulative 22.75% budget reduction.

Community Development Department

Phase Three would see the layoff of a second position, along with further cuts to the line items listed in Phase Two. This results in a cumulative 29% budget reduction.

Fire Department

In Phase Three the department would consider laying off an additional three positions, which again would reduce the uniform and professional development line items. Overtime would be kept to an absolute minimum as well as attempting to further reduce fuel costs by modifying our response matrix. This results in a cumulative 19% budget reduction

Police Department

In Phase Three the Police Department would limit overtime to emergency situations; double up patrol officers when feasible; suspend personal use of vehicles to sworn staff, and suspend take home vehicles to any administrative staff. Also furlough two position. And would result in an overall 9% budget reduction.

Public Service Department

Phase Three would include laying off all remaining temporary employees, Hwy 52 contract labor and further cuts to vehicle, uniform, and fuel budgets. This results in a cumulative 12%.

Recreation Department

Phase III will be a more challenging process in conservative spending than that of Phase I and II. Layoff one position, cut professional development, camp supplies, telephone, vehicle expenses, retail swag, and fuel. Phase III would result in a cumulative savings of 16% of total budget