



TOWN OF MONCK'S CORNER

Adopted Budget

FY 2022 - 2023

TOWN OF MONCK'S CORNER SOUTH CAROLINA

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October 1, 2022 - September 30, 2023

MAYOR

Michael A. Locklear



MAYOR PRO TEM

David A. Dennis, Jr

COUNCIL MEMBERS

DeWayne G. Kitts

James N. Law, Jr.

Latorie S. Lloyd

Chadwick Sweatman

James B. Ware, III

TOWN ADMINISTRATOR

Jeffrey Lord

MANAGEMENT

Marilyn Baker, Administrative Services Director - Clerk to Council

Justine Lovell, Finance Director

Robert Gass, Fire Chief

Rebecca Ellison, Recreation Director

Logan Faulkner, Public Service Director

Stephen Young, Acting Police Chief

Douglas Polen, Community Development Director

Mohamed Ibrahim, Information Technology Manager

Shaheena Bennett, Municipal Judge

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STATE OF SOUTH CAROLINA)
COUNTY OF BERKELEY) ORDINANCE 2022 –
TOWN OF MONCKS CORNER)

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE TOWN OF MONCKS CORNER, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023

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.

NOW, THEREFORE, 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 2022, to the last day of September 2023, 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 seven and 71/100 (\$7.71) Dollars (77.1 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 seventy-seven point one (77.1) mills is apportioned as follows: Seventy-four point one (74.1) mills for 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 two million two hundred and nineteen thousand dollars (\$2,219,000) derived from the Local Option Sales Tax (LOST) Fund shall be distributed as follows: one million one hundred and nineteen thousand dollars (\$1,119,000) plus one hundred fifty-three thousand, nine hundred thirty-seven dollars (\$153,937) from prior year collections for a total of one million, two hundred seventy-two thousand, nine hundred thirty seven dollars (\$1,272,937) of Local Option Sales Tax will be used for property tax relief. Tax Credits are based on 0.000900 (ratio) as applied to the total appraised values of one billion four hundred fourteen million six hundred twenty-eight thousand five hundred

fifteen dollars (\$1,414,628,515). One million one hundred thousand dollars (\$1,100,000) of Local Option Sales Tax Revenues will be used for general operating purposes.

SECTION 4. The Administrative Services Director - Clerk to Council 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. Sanitation fees for commercial customers will be \$19.61 per month.

SECTION 6. Roll Cart Registration Fee for new service will increase from \$35 to \$80 beginning FY 2023.

SECTION 7. 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 8. Administration fees on all Zoning Permits will increase from \$100 to \$300 beginning FY 2023.

SECTION 9. Administration fees on all Special Events Permits will be set at \$25 beginning FY 2023

SECTION 10. Train Depot Rental fees for Saturday and Sunday only will increase beginning FY 2023 as follows:

	Current	Fees Effective October 1, 2022
Town Residents		
Half Day	\$150	\$300
Full Day	\$300	\$600
Out-of-Town Residents		
Half Day	\$250	\$500
Full Day	\$500	\$1000

SECTION 11. Recreation registration fees will increase beginning October 1, 2022, as follows:

	Current	Fees Effective October 1, 2022
Town Residents	\$30	\$35
Out of Town Residents	\$70	\$85

SECTION 12. Sponsorship for Teams will increase from \$225 to \$250 beginning FY 2023.

SECTION 13. Sign Sponsorships for recreation for all new signs will increase from \$250 to \$300 beginning FY 2023.

SECTION 14. 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.

SECTION 15. 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 16. This Ordinance shall take effect upon final reading and approval of Town Council.

Adopted and APPROVED, this 15th day of September 2022.

Michael Locklear, Mayor

First Reading: August 15, 2022
Second Reading: September 15, 2022

Council:

Attest:

Marilyn Baker, Clerk Treasurer

Viewed by Town Attorney and approved as to form.

John West, Town Attorney

PUBLIC HEARING NOTICE

NOTICE IS GIVEN:

The Town of Moncks Corner will hold Public Hearings at 118 Carolina Avenue, Moncks Corner, SC on Thursday, September 15, 2022 @ 6 p.m. during the monthly meeting of Council to consider the following:

An Ordinance to amend Ordinance No. 2021-08 and the FY2022 General Operating Budget attached thereto for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

Pursuant to Section 6-1-80 and Section 6-1-330 of the SC Code of Laws, public notice is hereby given that the Town of Moncks Corner will hold a Public Hearing to adopt an Ordinance for the FY2023 General Operating Budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 as follows:

General Operating Budget:

Budgeted Operating Revenues FY 2022

\$12,417,159

Budgeted Operating Expenditures FY 2022

\$14,151,802

Estimated Operating Revenues FY 2023

\$15,622,744

Estimated Operating Expenditures FY 2023

\$15,363,175

FY 2023 Millage

74.10 General Operating Mills

3.00 Debt Service Mills

77.10 MILLS

FY 2022 Millage

64.10 General Operating Mills

3.00 Debt Service

67.10 MILLS

The millage for 2022-2023 equals \$77.10/\$1,000 of assessed property value.

Sanitation Rates for residential customers will be \$166.92/year which has no rate increase from the current year.

Sanitation Rates for commercial customers will be \$19.61/month which has no rate increase from the current year.

Stormwater Enterprise Fund:

Budgeted Operating Revenues FY 2022

\$492,000

Budgeted Operating Expenditures FY 2022

\$557,991

Estimated Operating Revenues FY 2023

\$522,000

Estimated Operating Expenditures FY 2023

\$611,183

The Town of Moncks Corner submits the following proposed fee adjustments for the Fiscal Year 2022-2023:

	Total Proposed	Current Fees
Roll Cart Registration Fee (New)	\$ 80	\$ 35
Recreation		
In-Town Registration Fees	\$ 35	\$ 30
Out-Town Registration Fees	\$ 85	\$ 70
Zoning Applications	\$ 300	\$ 100
Special Events Permit	\$ 25	\$ -
Sponsorship for Teams	\$ 250	\$ 225
Sign Sponsorships (New)	\$ 300	\$ 250
Peddlers Fee (code 9.40)	\$ 25	\$ 10
Train Depot		
In-Town Half/Full Day Rental	\$ 300/600	\$ 150/300
Out-Town Half/Full Day Rental	\$ 500/1,000	\$ 250/500

For additional information, please contact Justine Lovell, Finance Director at (843) 719-7911.



Town Administrator's Budget Message

FY 2022 - 2023 Budget

September 8, 2022

Honorable Mayor and Council Members:

It is my pleasure to submit a budget for the Town of Moncks Corner, covering fiscal year 2023. This is a performance-based budget along with goals that were facilitated and set by Council for the Town.

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

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. The appearance of the Town is essential in creating a sense of place.

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 the Town of 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 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.

6. 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 and businesses to our town.

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 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 5.19%. 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 opportunities are developed. In the last year, the CPI increased 4.7% in Moncks Corner indicating the market's growth.

Both residential and commercial developments within the Town have increased. 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 2023 budget reflects revenue and other financing sources are projected to be \$15,622,744 which represents an increase of 25.82% over the adopted budget for FY 2022. The increase is from increases in Current Taxes, Business License, Hospitality Tax, grants, increase in fees and millage. Budget expenditures and other financing uses are expected to be \$15,363,175 which is a 8.56% increase from last fiscal year's adopted budget. The increase is primarily due to personnel (with increases to wages and health insurance), liability insurance, a new fire engine, vehicles and vehicle expense. Also, with the overall annual rate of acceleration up to 6.8% for products purchased.

As the Town continues a Performance Measurement Program, you will find department level goals and measures in the appropriate sections of this document. The FY 2023 budget allows for a merit increase to reflect measured employee performance.

General Fund Revenues

Primary increase in General Fund revenues for FY 2023 is due to anticipated grant revenue, the Town's property tax collections and business license, millage increase, fee increases, permits and franchise fees, and other charges for services are anticipated to increase 20.21%.

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

History and Projection of Top Revenue Sources - General Fund

Top Three Sources	Audited			Budget	Proposed
	2019	2020	2021	2022	2023
Taxes	4,202,566	4,702,693	5,315,245	4,974,423	6,589,684
Business License, permits and franchise fees	3,786,580	3,871,613	4,259,475	3,827,300	4,132,600
Charges for Services	1,051,803	956,006	1,233,736	1,138,000	1,223,738
Total - Top 3 Sources	9,040,949	9,530,312	10,808,456	9,939,723	11,946,022
% Increase	59.99%	5.41%	13.41%	-8.04%	20.18%
Other Sources	\$ 1,659,466	\$ 3,088,905	\$ 2,387,546	\$ 2,477,436	\$ 3,676,722
Total	\$10,700,415	\$12,619,217	\$13,196,002	12,417,159	15,622,744
Total General Fund Revenues					
% from top three sources	84%	76%	82%	80%	76%
% from all other sources	16%	24%	18%	20%	24%

Taxes

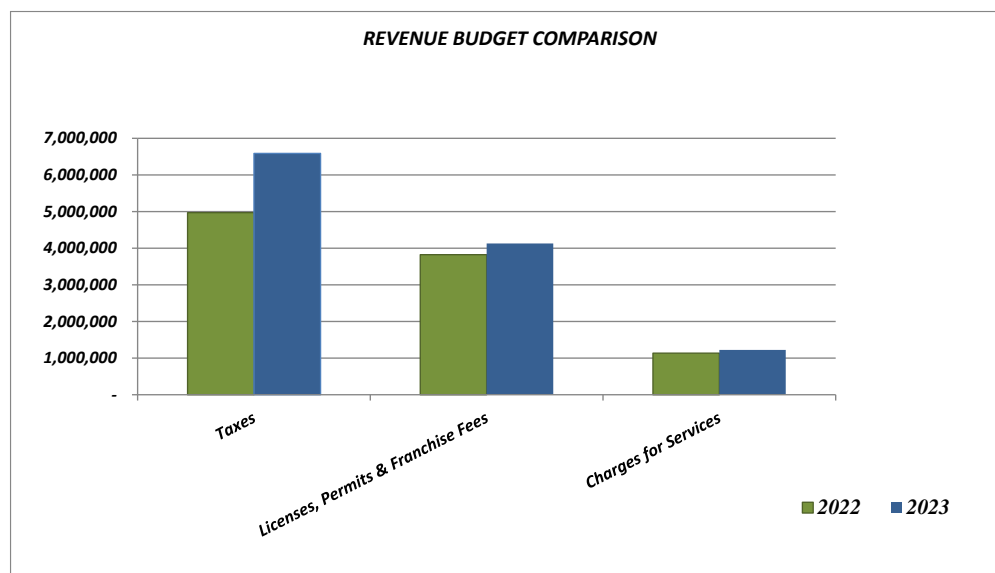
The Town's total tax revenue is projected to increase 32.47% from FY 2022. The increase is primarily due to the assessment values increased of the real estate/mobile homes and the utilities assessment value has almost doubled with the new BEC building in town. The Town's operating tax millage for FY 2023 will increase 10 mils from the FY 2022 to 74.1 mills. The Town also anticipates an increase in Local Option Sales Tax Relief by 16%. This increase allows the Town to provide a slight increase from FY2022 property tax credit to local taxpayers. In FY 2023, the Town anticipates to distribute a total of \$1,272,937 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 7.98% from last fiscal year's budget. Business license fees are anticipated to increase approximately 10.12% due to the expansion of business in the Foxbank and Walmart areas, along with receiving financial proof of gross receipts support providing a higher collection of revenue. Building permits and franchise fees are expected to increase from FY 2023. These increases are due to building construction and services provided and growth of neighborhoods, along with a slight increase in fees starting in January 2023.

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 an increase of 7.53% from last fiscal year's budget. The Town's top three revenue sources budget comparison is depicted below.

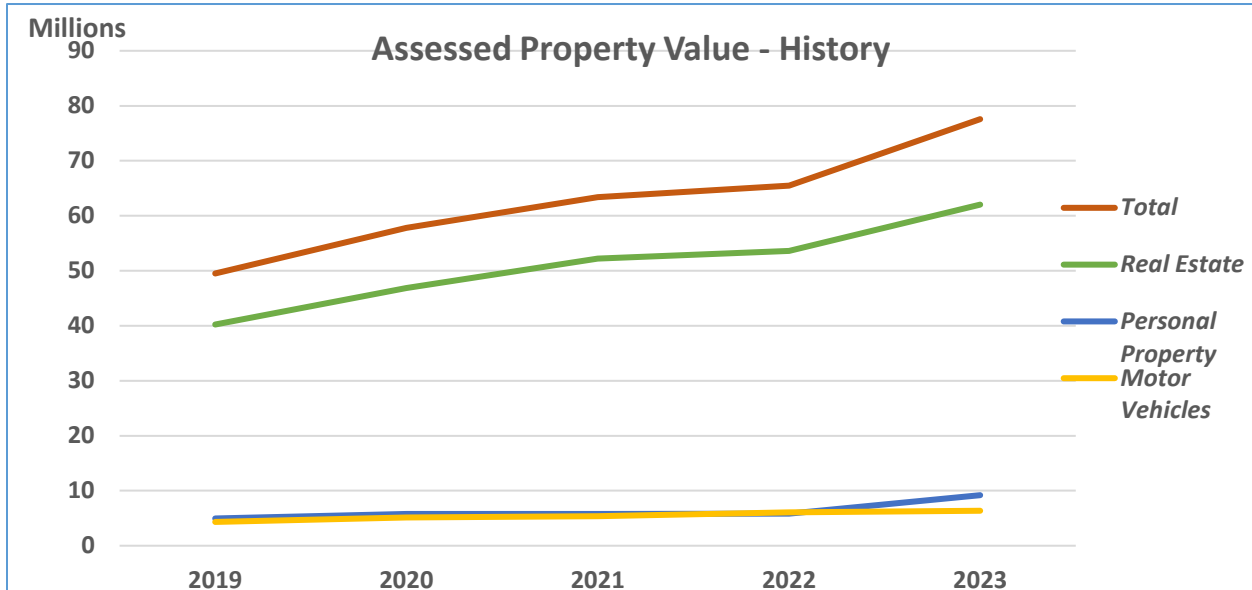


Property Taxes

The Town's General Fund will receive 74.1 mills of general property tax for operating purposes. As the Town's largest revenue stream, property taxes provide 42% of General Fund revenues. The Town's assessed value grew 15% with a value of a mill at \$77,571.31. Real property assessed value increased \$8,430,572 or 15.73%; personal property increased \$3,347,150; and motor vehicles increased \$309,890. 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
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%
2022	53,597,688	5,840,290	6,045,720	65,483,698	3.35%
2023	62,028,260	9,187,440	6,355,610	77,571,310	18.46%



General Fund Expenditures

The General Fund's fiscal year 2023 department expenditures are projected at \$15,213,175 which is a 14.99% increase from FY 2022. The largest portion of the General Fund's expenditures are personnel services at \$9,695,975 or 64% of total department expenditures. This is an increase of 8.9% from FY 2022 and this is primarily due to the increase in health insurance premiums on the employer side which was a total of 18.1% and an increase in wages to maintain employee retention and to be competitive with surrounding agencies. Also, there was an increase in employer retirement contributions of 2% for police and fire with a 1% increase for all other personal. Operating expenses are projected to be \$3,036,352 or 20% of the overall department expenditures. This is a 9% increase from FY 2022 as prices are continuing to rise for fuel (had a 5.6% increase on the year), liability and workers comp insurance, supplies and utilities. Trends are showing prices are continuing to increase for all products, along with shortages and product availability.

	FY 2022	FY 2023
Personnel Services	8,900,075	9,695,975
Contractual Services	614,826	669,100
Operating	2,776,371	3,036,352
Grants	-	-
Capital Outlay	533,250	1,421,985
Debt Service	263,734	262,763
Other	141,000	127,000
Total Expenditures	\$ 13,229,256	\$ 15,213,175

Fund Balance

The Town's General Fund ending balance for fiscal year 2023 is projected to be \$6,072,380 which is 39.53% of the year's expenditures and other financing uses. As the chart indicates below, projected year end fund balance is anticipated to increase in FY 2023 by about 3.1%. As such some of the fund balance is needed to balance the FY 2023 budget. The trends in the General Fund ending balance through the upcoming year are shown below.

<i>General Fund - Fund Balance Trends</i>			
	Audited	Projected	Budget
	FY 2021	FY 2022	FY 2023
Ending Fund Balance	\$8,289,478	\$5,812,811	\$6,072,380
Expenditures & Uses	10,613,733	15,957,097	15,363,175
Fund Balance %	78.10%	36.43%	39.53%

The Town's General Fund ending balance is seeing a decrease in fund balance in the current FY2022 year and again in the FY2023. As expenses continue to rise at a higher rate than revenue council and staff will need to continue to find ways to raise revenue and reducing expenses without sacrificing the level of service.

Summary

The Town of Moncks Corner's 2023 fiscal year budget is able to meet the needs of residents by providing services with a small increase in cost. 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,

Jeff 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.



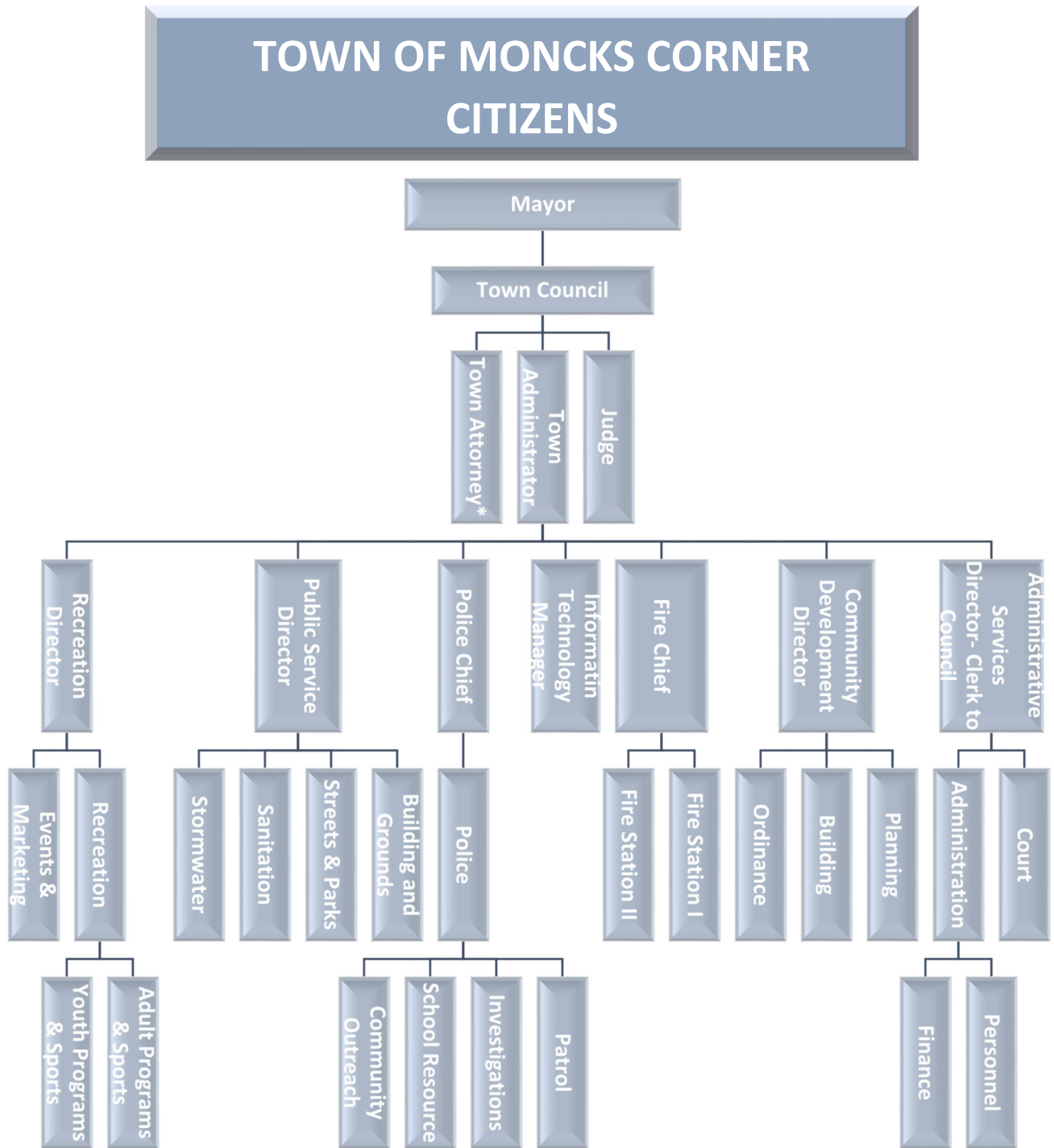
The Lowcountry's Hometown

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 business 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 demand expectation of its citizens and businesses, the more opportunities it must meet those expectations. And better communication will promote a better understanding of the services provided and our efforts to meet expectations.
6. **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.
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, sanitation, storm water, fire, and police protection. Therefore, the Town should communicate and work with our partners to promote the provision of these services.

Organization Chart



*Denotes Services that are 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 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	FY19	FY20	FY20	FY22	FY23
Administration	6	6	7	7	7
Community Development	5	5	5	7	7
Court	2	2	2	2	2
Fire	22	20	20	27	28
Information Technology	0	0		1	1
Police	31	31	31	34	33
Police - SRO	4	5	5	6	7
Police - Traffic	1	1	1	1	1
Public Service- Building & Grounds	13	13	13	13	13
Public Service- Sanitation	0	7	7	10	12
Public Service- Storm Water	0	3	3	3	3
Recreation	5	7	7	7	8
Total Full Time Positions	89	100	101	118	122

Town of Moncks Corner

FOIA Salary Disclosure

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

Department	Position	Number	Range		Actual
Administration	Mayor	1			\$ 29,646
	Councilmember	6			\$ 9,689
	Town Administrator	1			\$ 144,724
	Administrative Services Director - Clerk to Council	1			\$ 100,000
	Finance Director	1			\$ 84,630
	Accounts Payable Clerk	1	\$ 39,000	\$ 43,000	
	Administrative Coordinator	1	\$ 45,000	\$ 49,000	
	Administrative Assistant	1	\$ 33,000	\$ 37,000	
	Administrative Support Specialist	1	\$ 31,000	\$ 35,000	
Community Development	Community Development Director	1			\$ 87,631
	Deputy Building Official	1			\$ 64,024
	Building Official / Fire Marshal	1	\$ 5,500	\$ 9,500	
	Business Development Manager	1	\$ 45,000	\$ 50,000	
	Building Inspector	2	\$ 43,000	\$ 47,000	
	Permitting Technician	1	\$ 35,000	\$ 39,000	
Court	Municipal Court Judge	2	\$ 40,000	\$ 44,000	
	Clerk of Court	1			\$ 55,126
	Administrative Assistant	1	\$ 34,000	\$ 38,000	
Fire	Fire Chief	1			\$ 75,336
	Battalion Chief	1			\$ 73,452
	Battalion Chief	1			\$ 66,237
	Captain	1			\$ 58,288
	Captain	1			\$ 55,449
	Captain	1			\$ 54,372
	Captain	2			\$ 52,777
	Captain	1			\$ 50,265
	Engineer	6	\$ 45,000	\$ 49,000	
	Firefighter 2 / EMT 2	3	\$ 36,000	\$ 40,000	
	Firefighter 2	9	\$ 35,000	\$ 39,000	
	Administrative Assistant	1	\$ 34,000	\$ 38,000	
Info Technology	Information Technology Manager	1			\$ 81,900
Police	Police Chief	1			\$ 86,145
	Captain	1			\$ 80,226
	Lieutenant	1			\$ 63,380
	Lieutenant	2			\$ 63,354
	Sergeant	1			\$ 59,176
	Sergeant	1	\$ 46,000	\$ 50,000	
	Accreditation Manager/Crime Analyst	1	\$ 46,000	\$ 50,000	
	Corporal	1			\$ 51,674
	Corporal	1			\$ 50,606
	Corporal	3	\$ 46,000	\$ 50,000	
	Officer - Certified - SRO Lead	1			\$ 52,591
	Officer - Certified	2	\$ 45,000	\$ 49,000	
	Officer - Certified	17	\$ 42,000	\$ 46,000	
	Officer - Uncertified	4	\$ 40,000	\$ 44,000	
	Admin Support Specialist	1	\$ 36,000	\$ 40,000	
	Administrative Assistant	1	\$ 36,000	\$ 40,000	
	Clerk	1	\$ 20,000	\$ 24,000	
	Victims Advocate	1	\$ 37,000	\$ 41,000	
Public Service	Public Service Director	1			\$ 83,197
	Sanitation Supervisor	1			\$ 54,515
	Maintenance / Facilities Manager	1			\$ 51,857
	Stormwater Supervisor	1			\$ 47,240
	Maintenance Foreman - Roadside	1	\$ 41,000	\$ 45,000	
	Sanitation Operator II	4	\$ 38,000	\$ 42,000	
	Equipment Operator II	6	\$ 36,000	\$ 40,000	
	Equipment Operator I	4	\$ 24,000	\$ 28,000	
	Refuse Collector	7	\$ 30,000	\$ 34,000	
	Grounds Technician	1	\$ 3,000	\$ 7,000	
	Custodian	1	\$ 28,000	\$ 32,000	
Recreation	Recreation Director	1			\$ 76,484
	Athletic Coordinator	1	\$ 42,000	\$ 46,000	
	Athletic Director	1			\$ 51,313
	Deputy Recreation Director	1			\$ 60,523
	Special Events Director	1	\$ 46,000	\$ 50,000	
	Equipment Operator II	1	\$ 34,000	\$ 38,000	
	Equipment Operator I	1	\$ 28,000	\$ 32,000	
	Recreation Coordinator	3	\$ 4,000	\$ 4,400	
	Grounds Technician	1	\$ 4,000	\$ 8,000	
	Concession Stand Supervisor	1	\$ 31,000	\$ 35,000	
	Concession Stand Attendant	7	\$ 2,800	\$ 3,200	
Total (minus Council)		135			

TOWN OF MONCKS 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.

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.

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.

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.

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.

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.

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

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 2023

FUNCTIONS / PROGRAMS		PROGRAM REVENUES			NET (EXPENSE) REVENUE AND CHANGES IN FUND BALANCE
		Charges For	Operating	Capital	
PRIMARY GOVERNMENT	Expenses	Services	Grants And	Contributions	Governmental Activities
Governmental Activities:					
Administration	2,080,298	2,680,000			599,702
Community Development	557,461	645,300			87,839
Court	311,603				(311,603)
Fire Department	3,133,694	18,000	1,108,486	-	(2,007,207)
Fire Fema Departmnet	368,977				(368,977)
Info Tech Department	551,202				(551,202)
Police Department	3,235,739	103,500	45,000		(3,087,239)
Police - SRO	647,150		485,411		(161,739)
Police - Traffic	162,642		162,642		-
Public Service - Building & Grounds	1,554,028				(1,554,028)
Public Service - Sanitation	934,933	810,038			(124,895)
Public Service - Stormwater	387,592				(387,592)
Recreation	1,287,856	388,200	15,500		(884,156)
Transfers Out	150,000				(150,000)
TOTAL PRIMARY GOVERNMENT	\$ 15,363,175	\$ 4,645,038	\$ 1,817,040	\$ -	\$ (8,901,098)
General Revenues:					
Taxes:					
					4,257,110
Property Taxes Levied for General Purposes					2,219,000
Local Option Sales Taxes					70,000
Homestead Reimbursement					43,574
Inventory Tax					18,000
Alcohol Permit Taxes					789,000
Franchise Fees					260,000
Intergovernmental					110,200
Miscellaneous					10,000
Sale of Equipment					1,383,483
Transfers In					9,160,367
Total General Revenues					
CHANGE IN FUND BALANCE					259,269
Beginning Fund Balance					5,812,811
Ending Fund Balance					\$ 6,072,080

GENERAL FUND FY 2022 DISCRETIONAL BUDGET ITEMS

Discretionary Budget Items

GENERAL FUND	Operating	Capital	Other	Total
Administration Department				
% Merit Increases for all department	73,313			73,313
Audit Services	15,250			15,250
Legal Services	3,000			3,000
Professional Services	350			350
Dues and Subscriptions	2,340			2,340
Fuel	300			300
GIS Consortium	100			100
Liability Insurance	156,000			156,000
Miscellaneous	2,500			2,500
Painting/Improvements	5,000			5,000
Postage	500			500
Printing	300			300
Solid Waste Fees	170			170
Telephone	800			800
Community Development Department				
Vehicle	500			500
Uniform	300			300
Court Department				
Professional Services	80,300			80,300
Professional Development	2,000			2,000
Fire Department				
Contractual Services	2,500			2,500
Utilities	2,800			2,800
Building Maintenance	500			500
Equipment and Maintenance	38,300			38,300
Telephone	200			200
Vehicle Expense	4,000			4,000
Fuel Expnese	15,000			15,000
Hazmat Supplies	200			200
Public Education/ Fire Provention	9,000			9,000
Info Tech Department				
Contractual Services	1,000			1,000
Computer Expenses for all departments - see breakout detail	37,134			37,134
Dues and Subscriptions	25,987			25,987
Professional Development	600			600
Police Department				
Fuel Expnese	10,000			10,000
Insurance Claims	5,000			5,000
Printing	500			500
Professional Development	9,000			9,000
Telephone	5,000			5,000
Uniform	3,000			3,000
Vehicle Expense	12,500			12,500
Capital - 7 marked replacement vehicles with equipment		378,000		378,000
Public Service Department- Building & Grounds				
Facilities Maintenance	122,500			122,500
Office Supplies	500			500
Small Tools/ Equipment	735			735
Uniform	500			500
Public Service Department - Sanitation				
Advertising	400			400
Small Tools/ Equipment	4,335			4,335
Uniform	500			500
Fuel	6,000			6,000
Public Service Department - Stormwater				
Fuel	1,000			1,000
Small Tools/ Equipment	735			735
Uniform	500			500
Capital - E88 Bobcat Excavtor and 20 Ton Trailer with air brakes		163,000		163,000
Recreation Department				
Officals	7,000			7,000
Athletic Equipment	2,000			2,000
Athletic Uniforms	10,000			10,000

Discretionary Budget Items Continued

GENERAL FUND continued	Operating	Capital	Other	Total
Fuel	800			800
Uniform	800			800
Utilities	20,000			20,000
Vehicle	2,500			2,500
Capital - Vehicle		32,000		32,000
Total	\$ 706,049	\$ 573,000	\$ -	\$ 1,279,049

GENERAL FUND FY 2022 DISCRETIONAL NON-BUDGET ITEMS

Discretionary Non-Budget Items

GENERAL FUND	Operating	Capital	Other	Total
Community Development				
Capital - Vehicle		27,000		27,000
Fire Department				
6 Replacement SCBA Units	59,000			59,000
2 washer/extraxtors 1 each station	18,370			18,370
Info Tech Department				
Scanner for Admin Department	1,000			1,000
LPR/Traffic Cameras for PD Tractor		19,000		19,000
Blue Light Emergency Phones at Rec		8,000		8,000
Hallway tvs for display and for PD	4,800			4,800
Ipads for Council Member	6,500			6,500
Police Department				
Capital - Three marked police Vehicles including equipment for officer		192,000		192,000
Public Service Department - Sanitation				
Personnel - One Sanitation Collector and one Refuse Collector	108,621			108,621
Total	\$ 198,291	\$ 246,000	\$ -	\$ 444,291

OTHER FUNDS FY 2022 DISCRETIONAL BUDGET ITEMS

Discretionary Budget Items

ABATEMENT FUND	Operating	Capital	Other	Total
Improvements				
Abatements - public			10,000	10,000
Total	\$ -	\$ -	\$ 10,000	\$ 10,000

Discretionary Budget Items

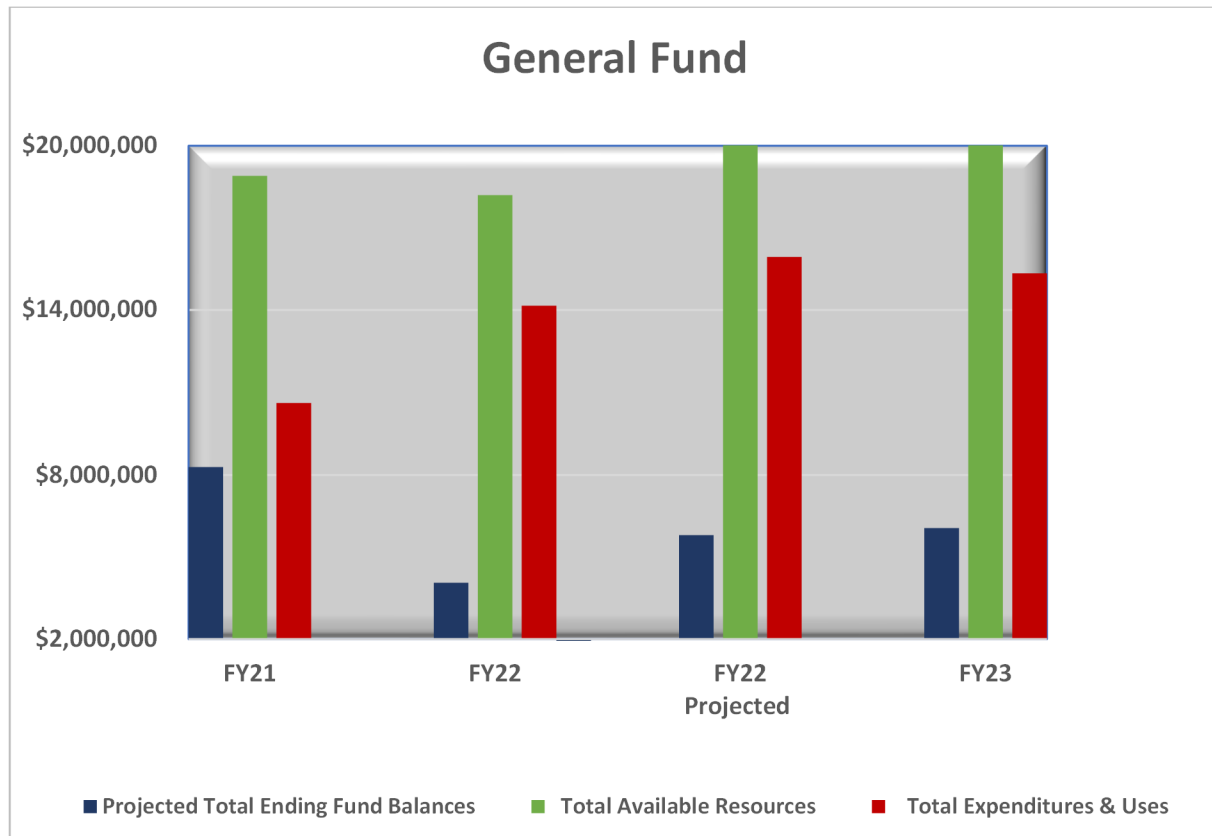
LOCAL TAX FUND	Operating	Capital	Other	Total
Transfer to General Fund	900,000			900,000
Transfer to Community Recreation Complex Debt Service Fund	325,000			325,000
Total	\$ 1,225,000	\$ -	\$ -	\$ 1,225,000

Discretionary Budget Items

STORMWATER FUND	Operating	Capital	Other	Total
Contractual Services - Engineering			120,000	120,000
Contractual Services - System Repair			40,000	40,000
Transfer to General Fund - Public Service			383,702	383,702
Transfer to General Fund - Community Development			63,591	63,591
Total	\$ -	\$ -	\$ 607,293	\$ 607,293

Town of Moncks Corner
General Fund - Overview of Changes in Fund Balance
Requested Budget FY 2023

	Actual FY21	Budgeted FY22	Projected FY22 Projected	Requested Budget FY23
Projected Beginning Fund Balances	\$ 5,707,209	\$ 5,784,583	\$ 8,289,478	\$ 5,812,811
Revenues	11,936,923	11,231,868	12,295,139	14,229,262
Other Financing Sources (OFS)	1,259,079	1,185,291	1,185,291	1,393,483
	13,196,002	12,417,159	13,480,430	15,622,744
Total Available Resources	18,903,211	18,201,742	21,769,908	21,435,555
Expenditures	10,613,733	13,229,256	14,816,767	15,213,175
Other Financing Uses (OFU)	-	922,546	1,140,330	150,000
Total Expenditures & Uses	10,613,733	14,151,802	15,957,097	15,363,175
Projected Total Ending Fund Balances	\$ 8,289,478	\$ 4,049,940	\$ 5,812,811	\$ 6,072,380
Projected Total Ending Fund Balances as a percent of Expenditures and Other Financing Uses	78.10%	28.62%	36.43%	39.53%



**Town of Moncks Corner
General Fund - Overview of Projected Revenues**

Projected Revenues

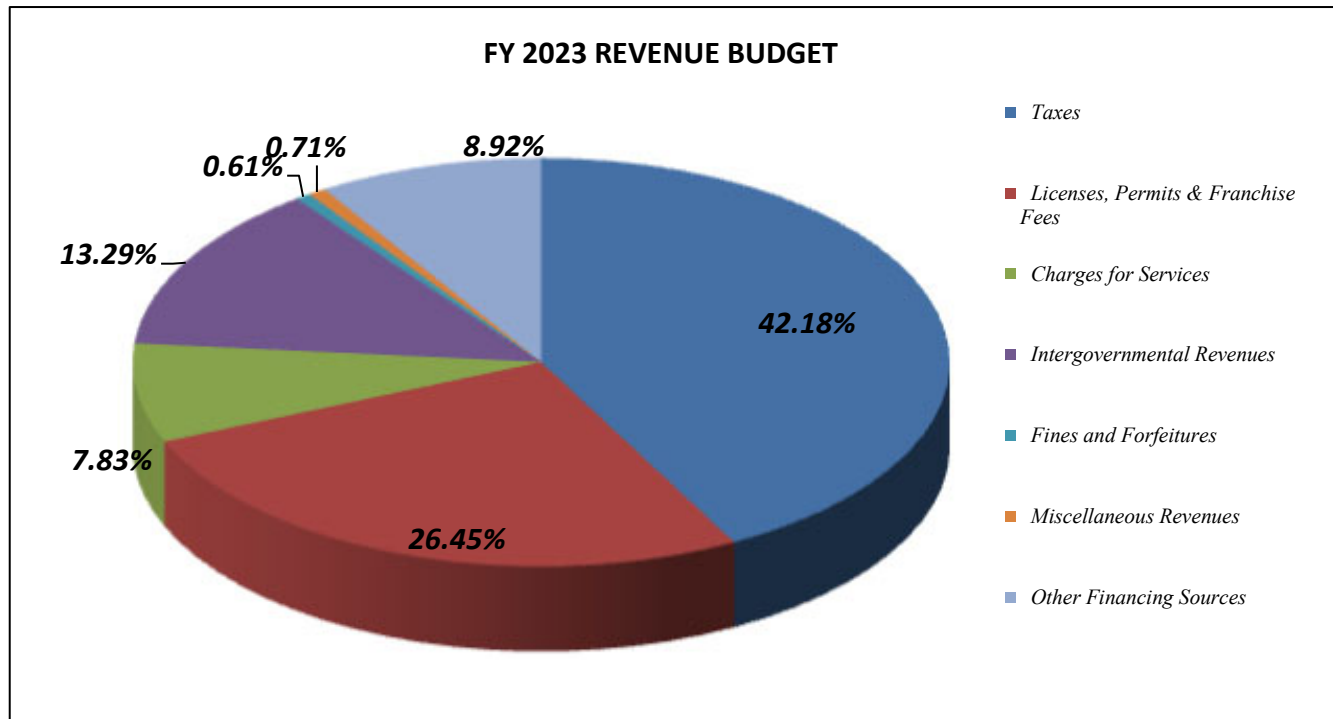
Taxes	\$ 6,589,684	42.18%
Licenses, Permits & Franchise Fees	4,132,600	26.45%
Charges for Services	1,223,738	7.83%
Intergovernmental Revenues	2,077,040	13.29%
Fines and Forfeitures	96,000	0.61%
Miscellaneous Revenues	110,200	0.71%
Other Financing Sources	1,393,483	8.92%
Total projected revenues and other sources	15,622,744	100.00%

Projected beginning fund balance

5,784,583

Total projected available resources

\$ 21,407,327



Town of Moncks Corner

Detail of Projected Revenues – General Fund

Description	FY 19 Actual Audited	FY 20 Actual Audited	FY 21 Actual Audited	FY 22 Budget	FY 22 Current	FY 23 Projected Budget	Increase (Decrease) Over FY21 Budget	
							Amount	As a %
Current Taxes	2,459,370	2,803,556	3,013,939	2,844,449	3,028,093	4,176,610	1,332,161	46.83%
Current Tax Penalties	3,976	11,459	3,586	5,000	4,598	5,000	-	0.00%
Prior Year Taxes	98,586	70,142	133,204	65,500	42,330	65,500	-	0.00%
Prior Year Tax Penalties	11,332	12,095	15,146	10,000	7,929	10,000	-	0.00%
Local Option Sales Tax Revenues	702,842	826,266	995,515	975,000	760,710	1,100,000	125,000	12.82%
Local Option Sales Tax Relief	818,115	865,391	1,052,472	965,000	944,703	1,119,000	154,000	15.96%
Federal Housing in Lieu	834	4,339	-	-	3,882	-	-	0.00%
Homestead Reimbursement	63,937	65,871	68,702	65,900	72,073	70,000	4,100	6.22%
Inventory Tax	43,574	43,574	32,681	43,574	32,681	43,574	-	0.00%
Tax Revenue	\$ 4,202,566	\$ 4,702,693	\$ 5,315,245	\$ 4,974,423	\$ 4,896,999	\$ 6,589,684	\$ 1,615,261	32.47%
Business License	2,429,512	2,571,153	2,645,553	2,410,000	1,727,042	2,654,000	244,000	10.12%
Business License Penalty	29,690	29,539	44,155	26,000	22,431	26,000	-	0.00%
Building Permits	364,547	341,419	559,374	400,000	522,981	430,000	30,000	7.50%
Miscellaneous Permits	430	450	360	300	1,225	300	-	0.00%
Plan Review Receipts	158,807	142,455	184,656	185,000	244,523	206,000	21,000	11.35%
Inspection Fee Receipts	7,200	10,190	14,160	8,000	5,512	6,000	(2,000)	-25.00%
Zoning Receipts	3,600	1,660	2,350	1,000	2,000	3,000	2,000	200.00%
Alcohol Permits	19,650	13,650	28,950	18,000	-	18,000	-	0.00%
Special Events Permit	-	-	-	-	-	300	300	100.00%
Santee Cooper Franchise	322,554	301,455	301,802	325,000	145,677	325,000	-	0.00%
Berkeley Electric Co-op	344,822	355,477	374,524	345,000	173,198	355,000	10,000	2.90%
Berkeley Cable Franchise	79,177	75,689	70,821	80,000	32,711	80,000	-	0.00%
Dominion Energy Franchise	26,591	28,476	32,770	29,000	42,484	29,000	-	0.00%
Licenses, Permits and Franchise Fees	\$ 3,786,580	\$ 3,871,613	\$ 4,259,475	\$ 3,827,300	\$ 2,919,784	\$ 4,132,600	\$ 305,300	7.98%
Aid to Subdivisions	182,501	186,949	217,991	186,949	149,147	260,000	73,051	39.08%
Berkeley County SRO Grant	201,237	207,065	284,276	284,276	284,273	295,893	11,617	4.09%
SC Dept. of Education SRO Grant	-	24,280	48,559	48,559	48,787	189,518	140,959	0.00%
PD Athletic Events / BC Schools	54,941	26,166	24,725	45,000	27,930	45,000	-	0.00%
FEMA GRANT	-	-	151,233	238,299	75,949	368,977	130,678	54.84%
FEMA Grant Firefighter equipment	-	-	-	114,000	-	739,509	625,509	0.00%
DOJ	-	1,036	-	-	-	-	-	0.00%
Google Grant	-	15,000	-	-	-	-	-	0.00%
Firehouse Sub Public Safety	-	3,957	-	-	-	-	-	0.00%
Traffic Grant - Highway Safety	74,427	74,160	46,934	98,462	18,473	162,642	64,180	65.18%
Recreation Grants-Net Generation/AgSouth	900	500	500	500	10,000	500	-	0.00%
A-Tax Grant	-	-	50,000	85,000	-	15,000	(70,000)	0.00%
Intergovernmental Revenues	\$ 514,006	\$ 539,113	\$ 824,218	\$ 1,101,045	\$ 614,559	\$ 2,077,040	\$ 975,995	88.64%

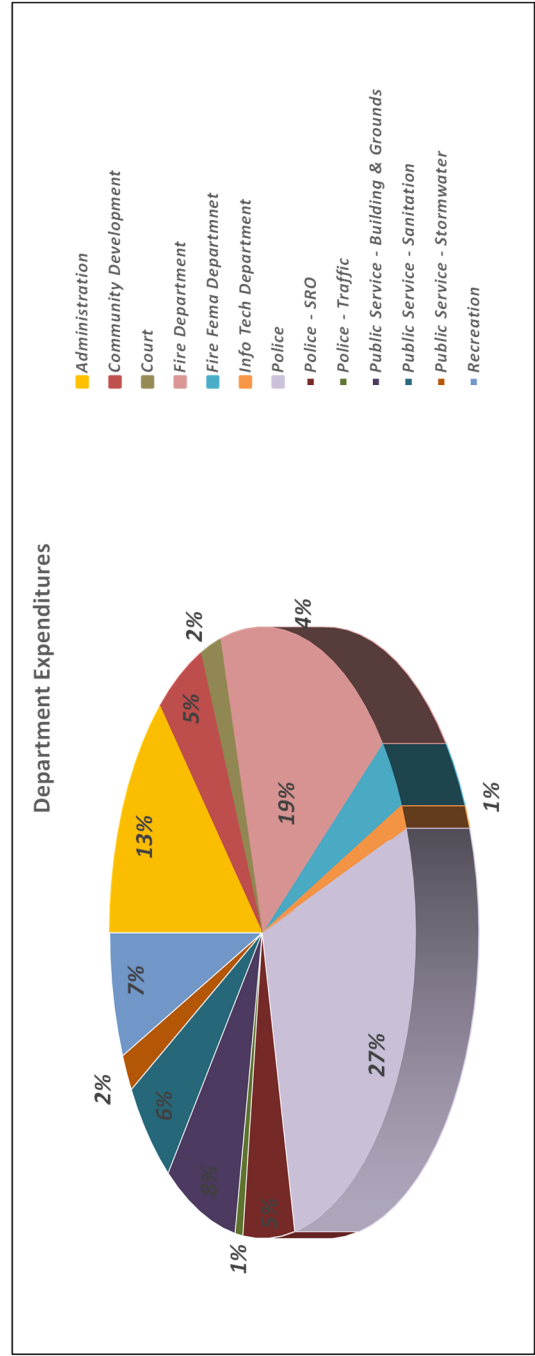
Town of Moncks Corner

Detail of Projected Revenues – General Fund

Description	FY 19 Actual Audited	FY 20 Actual Audited	FY 21 Actual Audited	FY 22 Budget	FY 22 Current	FY 23 Projected Budget	Increase (Decrease) Over FY21 Budget	
							Amount	As a %
Sanitation Fees	645,711	751,926	772,259	775,000	732,192	802,038	27,038	3.49%
Roll Cart Fees	11,130	8,400	7,100	6,000	7,175	8,000	2,000	33.33%
Recreation Fees	93,622	43,874	104,523	68,000	86,452	107,000	39,000	57.35%
Sponsorships	27,300	17,375	27,775	22,000	25,225	24,000	2,000	9.09%
Concession Receipts	122,430	39,018	122,465	100,000	87,714	100,000	-	0.00%
Class / Camp Receipts	15,052	3,895	10,474	12,000	10,304	12,000	-	0.00%
Facilities Rental	35,030	21,625	35,600	30,000	36,625	42,000	12,000	40.00%
Police Summer Camp	7,309	-	-	7,500	10,950	7,500	-	0.00%
Vendor / Entry Fees	7,423	3,353	7,751	7,500	9,230	8,200	700	9.33%
Retail Sales	5,060	3,468	16,864	5,000	1,966	5,000	-	0.00%
Admissions	37,662	16,517	60,970	40,000	23,881	40,000	-	0.00%
Special Event Receipts	44,074	36,115	51,053	50,000	37,825	50,000	-	0.00%
Fire Response & Rescue Fees	-	10,441	16,902	15,000	22,600	18,000	3,000	20.00%
Charges for Services	\$ 1,051,803	\$ 956,006	\$ 1,233,736	\$ 1,138,000	\$ 1,092,139	\$ 1,223,738	\$ 85,738	7.53%
Criminal & Traffic Fines	38,986	53,151	65,708	96,000	57,296	96,000	-	0.00%
Fines and Forfeitures	\$ 38,986	\$ 53,151	\$ 65,708	\$ 96,000	\$ 57,296	\$ 96,000	\$ -	0.00%
Interest Earned	13,808	20,946	45,799	20,000	51,706	30,000	10,000	50.00%
Sale of Documents	23	25	203	100	-	100	-	0.00%
Miscellaneous Income	22,231	25,420	80,265	15,000	21,001	15,000	-	0.00%
FEEMA Disaster Receipts	56,085	111,129	55,647	30,000	26,812	30,000	-	0.00%
Insurance Receipts	53,748	46,506	52,891	25,000	35,022	35,000	10,000	0.00%
Donations	102	1,825	-	-	-	-	-	0.00%
Donations - Community Outreach	400	-	-	5,000	-	-	(5,000)	-100.00%
Donations - Police Discretionary	525	1,750	3,586	-	8	100	100	0.00%
Fire Discretionary	20	40	150	-	-	-	-	0.00%
Miscellaneous Revenues	\$ 146,942	\$ 207,642	\$ 238,541	\$ 95,100	\$ 134,549	\$ 110,200	\$ 15,100	15.88%
Sale of Equipment	17,187	14,115	20,226	10,000	30,118	10,000	-	0.00%
Transfer in - Local Tax Fund	400,000	1,335,200	850,000	790,000	790,000	900,000	110,000	0.00%
Transfer in - SC Accommodations Tax	58,950	35,095	35,853	32,300	-	32,300	-	0.00%
Transfer in - Stormwater Fund	-	271,590	-	352,991	352,991	451,183	98,192	0.00%
Bond / Loan Proceeds	483,395	633,000	353,000	-	-	-	-	0.00%
Other Financing Sources	\$ 959,532	\$ 2,289,000	\$ 1,259,079	\$ 1,185,291	\$ 1,173,109	\$ 1,393,483	\$ 208,192	17.56%
TOTAL REVENUES	\$ 10,700,415	\$ 12,619,217	\$ 13,196,002	\$ 12,417,159	\$ 10,888,435	\$ 15,622,744	\$ 3,205,585	25.82%

Town of Moncks Corner
Detail of Expenditures General Fund by Department and Category
Budget - FY23

Department	Personnel Services	Contractual Services	Operating	Grants	Capital Outlay	Debt Service	Other	Totals
Administration	1,290,468	144,600	645,230	-	-	-	-	2,080,298
Community Development	494,161	20,000	43,300	-	-	-	-	557,461
Court	208,483	92,800	10,320	-	-	-	-	311,603
Fire Department	1,825,285	145,000	275,990	-	831,485	55,934	-	3,133,694
Fire Fema Department	368,977	-	-	-	-	-	-	368,977
Info Tech Department	122,551	4,000	407,151	-	17,500	-	-	551,202
Police	2,630,039	36,000	353,700	-	216,000	-	-	3,235,739
Police - SRO	528,150	-	11,000	-	108,000	-	-	647,150
Police - Traffic	79,252	-	29,390	-	54,000	-	-	162,642
Public Service - Building & Grounds	750,093	132,700	671,235	-	-	-	-	1,554,028
Public Service - Sanitation	566,869	-	161,235	-	-	206,829	-	934,933
Public Service - Stormwater	192,107	-	32,485	-	163,000	-	-	387,592
Recreation	639,540	94,000	395,316	-	32,000	-	127,000	1,287,856
Department Totals	\$ 9,695,975	\$ 669,100	\$ 3,036,352	\$ -	\$ 1,421,985	\$ 262,763	\$ 127,000	\$ 15,213,175
Other Financing Uses								
Transfer Out -Abateements & Improvements Fund								150,000
Total Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
General Fund Total	\$ 9,695,975	\$ 669,100	\$ 3,036,352	\$ -	\$ 1,421,985	\$ 262,763	\$ 127,000	\$ 15,363,175



Administration Department

Marilyn M. Baker, Administrative Services Director – Clerk to Council

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

- Maintain 0-5 accounting services adjusting journal entries at year-end close out.
- Conduct onsite visits to businesses throughout Town on a monthly basis.
- Reduce the number of vendors were unlicensed within the corporate limits.

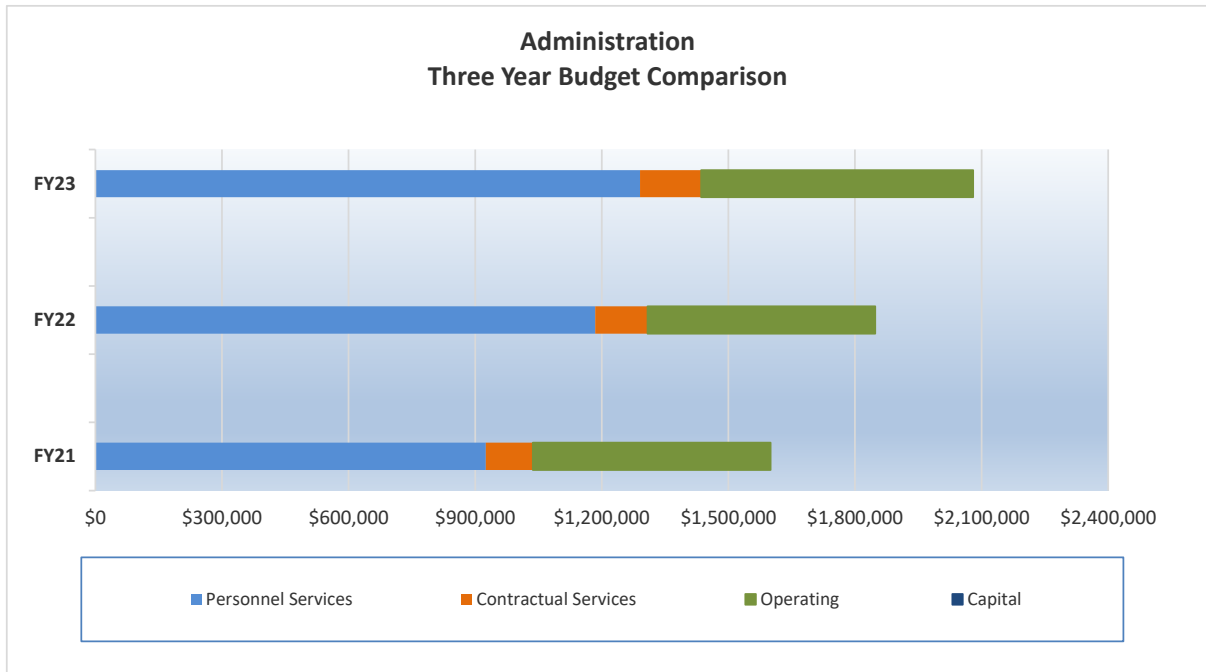
Goals

1. Create a Financial Policy and Guidelines for the Town.
2. Provide a centralized revenue collections window in administration for all departments of the Town to process receivables in a timely manner and while promoting proper internal controls.
3. Update the Town's purchasing policy to provide a more simplified process for large and small purchases.
4. As part of continued records management - Staff will continue to scan business license and applications documents and monthly financial reports into PDF Files for archival purposes. Scanning these type 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.
5. Update the records retention policy for the Town to follow all legal standards of the State of SC but to also be specific to the current needs of the Town.
6. Organize records storage facility so archived records can be easily accessible and in accordance with the records retention policy.
7. Recodify the Town Code to create a well-organized and professionally edited Code of Ordinances that is free of internal conflicts and inconsistencies.

**Administration Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	925,316	1,184,581	1,290,468
Contractual Services	111,143	124,100	144,600
Operating	563,305	539,545	645,230
Capital	0	0	0
Totals	\$1,599,764	\$1,848,226	\$2,080,298



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	6	7	7

ADMINISTRATION DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY23
	<i>Personnel Services</i>			
10.4120.0101	Salaries & Wages	477,480	587,884	602,301
10.4120.0102	Social Security / Medicare	36,067	45,187	46,497
10.4120.0103	Regular State Retirement	75,494	91,420	106,238
10.4120.0104	Overtime	2,642	5,500	2,000
10.4120.0105	Health Insurance	110,350	147,156	180,661
10.4120.0106	SC Employment Security Comm.	815	6,000	-
10.4120.0107	Worker's Compensation	202,287	192,620	246,000
10.4120.0108	Physical Exams	470	250	300
10.4120.0109	Other Postemployment Benefits (OPEB)	2,544	17,000	17,100
10.4120.1004	Personnel Increases - 2% Merit Increase	-	73,104	74,815
10.4120.0111	Deferred Comp Emplor Match	17,167	18,460	14,556
	TOTAL PERSONNEL SERVICES	\$ 925,316	\$ 1,184,581	\$ 1,290,468
	<i>Contractual Services</i>			
10.4120.0202	Audit Services	21,500	24,000	39,250
10.4120.0203	Codification	3,757	17,100	19,000
10.4120.0200	Cost of Issuance	9,700	-	-
10.4120.0201	Legal Services	28,268	37,000	40,000
10.4120.0204	Professional Services	47,918	46,000	46,350
	TOTAL CONTRACTUAL SERVICES	\$ 111,143	\$ 124,100	\$ 144,600
	<i>Operating</i>			
10.4120.0702	Advertising	3,054	6,500	3,000
10.4120.0601	Building Maintenance	18,995	25,980	28,880
10.4120.0712	Computer	101,614	-	-
10.4120.0701	Dues / Subscriptions	5,267	6,945	9,285
10.4120.0602	Equipment Maintenance	10,543	10,000	7,200
10.4120.0751	FEMA Claims	-	15,000	-
10.4120.0719	Fuel	1,577	2,200	2,500
10.4120.0902	GIS Consortium	5,734	5,900	6,000
10.4120.0750	Insurance Claims	-	5,000	-
10.4120.0706	Liability Insurance	300,519	322,000	450,000
10.4120.1001	Miscellaneous	18,107	15,500	18,000
10.4120.0402	Other Meetings	3,146	5,000	4,000
10.4120.0703	Postage	7,307	9,000	9,500
10.4120.0704	Printing	1,022	1,300	1,600
10.4120.0401	Professional Development	14,840	23,215	23,290
10.4120.0903	Property Taxes/Storm Water Fees	12,737	12,000	12,000
10.4120.1003	Sales Tax	2,307	8,000	8,000
10.4120.0901	Solid Waste Fees	2,781	3,255	3,425
10.4120.0708	Supplies	9,504	13,000	10,000
10.4120.0709	Telephone	22,353	22,650	23,450
10.4120.0501	Utilities	21,498	26,000	24,000
10.4120.0713	Vehicle Expense	400	1,100	1,100
	TOTAL OPERATING	\$ 563,305	\$ 539,545	\$ 645,230
10.4120.0705	<i>Capital Outlay</i>	-	-	-
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
	TOTAL - ADMINISTRATION	\$ 1,599,764	\$ 1,848,226	\$ 2,080,298

ADMINISTRATION DEPARTMENT BUDGET SUMMARY

The Administrative Department consists of the Mayor, Six Council Members, one Administrator, one Administrative Services Director -Clerk to Council, one Finance Director, one Administrative Coordinator, one Administrative Assistant, one accounts payable clerk and one Administrative Support Specialist.

Salaries & Wages	Salaries, Wages and Christmas Bonus for the Administrative Department
Social Security / Medicare	Social Security and Medicare Taxes for the Administrative Department
Regular State Retirement	State retirement for the Administrative Department
Overtime	Overtime for Administration non-exempt personnel
Health Insurance	Health insurance for Administration personnel
SC Employment Security Comm.	Unemployment benefits paid to SC Employment Security Commission
Worker's Compensation	Workers Compensation insurance for all Town employees through State Accident Fund
Other Postemployment Benefits	Retiree and certain terminated employees medical benefits per GASB 45. (OPEB Annual Pay \$17,100 estimated less estimated retiree payments \$2544 = Total Financial & Court Audit \$14000 (Baird), Greene Finney Accounting Services \$21250,000 (plus CAFR \$4000)
Audit Services	Re-Codification/update of Town ordinances \$12,000, Annual Web Host/Admin Fee \$1500
Codification	Legal Services provided by Town Attorney, (Retainer \$30,000) , Personnel Matters and other legal fees
Legal Services	Professional services as needed (\$30,000, Economic Development Consulting Services), Other services as needed \$16,000; Background Checks \$350.
Professional Services	Advertising for public notices, holidays and employment notices.
Advertising	See Detailed List
Building Maintenance	No capital expense
Capital	See Detailed List
Dues / Subscriptions	Xerox copier lease, overage copies, property taxes and other misc. equipment maintenance.
Equipment Maint.	Fuel and mileage reimbursement for Administrative Department personnel.
Fuel	Geographical information System consortium with Berkeley County.
GIS Consortium	General Liability for Auto, Law Enforcement, Public Officials and Property Insurance.
Liability Insurance	Expenses for framing, lapel pins, shirts, flowers/gift baskets, employee Christmas party, credit card fees
Miscellaneous	Expenses for Council, Department Head Meetings and other meetings as needed.
Other Meetings	2% Merit Increases across all departments
Personnel Increases	Postage meter lease and postage expense for all departments
Postage	Printing expenses for checks, deposit slips, tax forms, business cards, etc....
Printing	See Detailed List
Professional Development	Property Taxes paid on land purchases and Storm Water Fees.
Property Taxes	Sales and Use tax paid to SC Dept. of Revenue
Sales Tax	See Detailed List
Solid Waste Fee / Berkeley City	Copy paper, pens, envelopes, and other misc. supplies for the Administration Dept.
Supplies	Monthly phone service for land lines and cell phones for Administrative personnel
Telephone	Electrical expenses for Town Hall and Dupree House
Utilities	Vehicle - Oil Changes, maintenance, tires for Admin Veh. etc.
Vehicle	

ADMINISTRATION DEPARTMENT BUDGET SUMMARY

Building Maintenance	Adopted
ITEM	COST
Cleaning Supplies - Town Hall	6,000
Fire Alarm Monitoring/Maintenance Fees	2,800
Misc Repairs - Town Hall	12,000
Pest Control - Town Hall	660
Music - Town Hall	720
Bottled Water for Offices	1,700
Painting/Improvements - Town Hall	5,000
TOTAL BUILDING MAINTENANCE	\$ 28,880

Solid Waste Fees	Adopted
ITEM	COST
Rec Complex and Farmers Market	1,800
118 Carolina Ave/116 Carolina Ave	170
Old Land Fill Westend Mitton Rd.	10
Lacey Park (115 W. Main St.)	740
Fire Station 1 and 2	170
Youth Fields	400
East Main Street Properties	100
Railroad Avenue Parking Lot	35
TOTAL SOLID WASTE	\$ 3,425

Other Meetings	Adopted
ITEM	COST
Council/Special Meetings	2,000
Other Misc Meetings	3,000
TOTAL OTHER MEETINGS	\$ 5,000

Professional Development	Adopted
ITEM	COST
Legislative Action Day	3,950
MHRA	1,000
MASC Annual Meeting -Hilton Head	12,500
Business License Training	1,200
MFOCTA/MCTI	750
GFOA	690
SCPRA	350
ICCMA Conference-Administrator	1,000
SCCCMA - Administrator	1,500
Chamber Meetings/Legislative Lunches	350
TOTAL PROFESSIONAL DEVELOPMENT	\$ 23,290

Dues/Subscriptions	Adopted
ITEM	COST
Business License Dues	120
Association of SC Mayors Dues	200
SC Coalition of Mayors	-
MHRA	60
MCTI	70
SC Public Records Association (SCPRA)	150
MFOCTA	70
GFOA Dues and CAFR submission	800
IIMC (Mem and CMC Certification)	360
Sam's (\$200) Amazon (\$200)	400
SCCCMA - Administrator	100
Lion's Club - Administrator	170
ICCMA - Administrator	1,300
MASC Annual Dues	4,200
Annual ASCAP Dues	375
Credit Card Annual Fee	125
Escreen	300
Other Subscriptions	485
TOTAL DUES AND SUBSCRIPTIONS	\$ 9,285

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

- 100% of inspections scheduled by 4:00 p.m. conducted by close of business on next business day
- 100% of residential plan reviews conducted within two business days of submittal
- 100% of commercial plan reviews conducted within five business days of submittal
- 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
- 80% of enforced violations remedied within 60 days: 100% within 6 months
- 100% of all post-construction BMPs inspected during year
- 100% of commercial occupancies inspected at least once per year for fire, life safety, business license and code enforcement issues
- 100% of inspection staff to comply with individual training plans
 - Cross Training resulting in at least two inspectors being fully certified in each of the following:
 - Residential Inspection
 - Commercial Inspection
 - Stormwater Best Management Practices (BMP)
 - ICC Fire Marshal (CFM)
 - Additionally, one inspector to be certified as a Master Pond Manager
- Achieve/maintain town wide commercial vacancy rate of 5% or less
- See an increase in hospitality tax income among businesses year on year
- Local business stories/spotlights posted biweekly

Goals

1. Begin work on Moncks Corner Unified Development Ordinance for completion in FY 2024.
2. Develop a local business 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

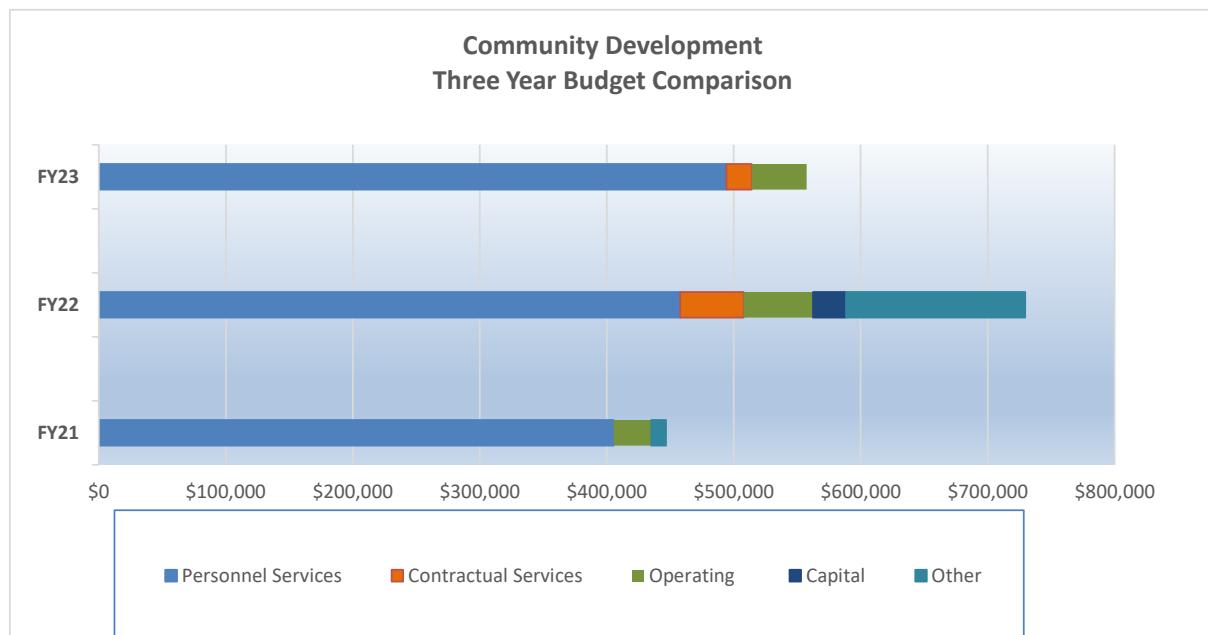
5. Design and implement commercial real estate marketing plan
6. All inspection staff complete Post-Construction BMP inspector



**Community Development Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	405,518	457,824	494,161
Contractual Services	0	50,000	20,000
Operating	29,679	54,700	43,300
Capital	0	26,000	0
Other	11,326	141,000	0
Totals	\$446,523	\$729,524	\$557,461



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	5	7	7

COMMUNITY DEVELOPMENT DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4125.0101	Salaries & Wages	283,817	324,651	338,268
10.4125.0102	Social Security / Medicare	21,460	24,951	25,992
10.4125.0103	Regular State Retirement	46,115	51,816	59,192
10.4125.0104	Overtime	643	1,500	500
10.4125.0105	Health Insurance	49,234	50,138	65,440
10.4125.0108	Physical Exams	124	400	400
10.4125.0111	Deferred Comp Emplor Match	4,125	4,368	4,368
	TOTAL PERSONNEL SERVICES	\$ 405,518	\$ 457,824	\$ 494,161
	<i>Contractual Services</i>			
10.4125.0204	Professional Services	-	50,000	20,000
	TOTAL CONTRACTUAL SERVICES	\$ -	\$ 50,000	\$ 20,000
	<i>Operating</i>			
10.4125.0002	Advertising	-	-	5,000
10.4125.0401	Professional Development	5,866	18,000	8,500
10.4125.0602	Equipment and Maintenance	2,663	11,000	5,000
10.4125.0701	Dues / Subscriptions	2,200	3,500	2,500
10.4125.0708	Supplies	1,540	3,500	4,000
10.4125.0709	Telephone	4,849	6,000	5,500
10.4125.0712	Computer	6,571	-	-
10.4125.0713	Vehicle	1,588	3,000	3,500
10.4125.0715	Uniform	1,184	1,500	1,800
10.4125.0719	Fuel	3,218	8,200	7,500
	TOTAL OPERATING	\$ 29,679	\$ 54,700	\$ 43,300
	<i>Capital Outlay</i>			
10.4125.0705		-	26,000	-
	TOTAL CAPITAL OUTLAY	\$ -	\$ 26,000	\$ -
	<i>Other - Main Street Expenses</i>			
10.4125.2001	Professional Development	2,504	4,000	-
10.4125.2002	Advertising	2,104	5,000	-
10.4125.2004	Professional Services	5,676	5,000	-
10.4125.2008	Supplies	1,042	5,000	-
	TOTAL MAIN STREET	\$ 11,326	\$ 19,000	\$ -
	<i>Other - Events & Marketing</i>			
10.4125.2202	Advertising and Promotion	-	10,000	-
10.4125.2201	Professional Development	-	-	-
10.4125.2211	Retail Supplies "SWAG"	-	12,000	-
10.4125.2210	Special Events	-	100,000	-
10.4125.2208	Supplies	-	-	-
	TOTAL EVENTS & MARKETING	\$ -	\$ 122,000	\$ -
TOTAL COMMUNITY DEVELOPMENT		\$ 446,523	\$ 729,524	\$ 557,461

COMMUNITY DEVELOPMENT DEPARTMENT BUDGET SUMMARY

The Community Development Department consists of one Community Development Director, one part-time Building Official/Fire Marshal, two full-time Building Inspector, full-time Deputy Building Officer, one full-time Building Development Manager and one full-time Permitting Technician.

Salaries & Wages	Salaries, Wages and Christmas Bonuses
Social Sec/Medicare	Social Security and Medicare Taxes
State Retirement	State retirement
Health Insurance	Health insurance
Professional Services	Comp Plan 2nd phase (BCDCOG)
Professional Development	Fees for the Appointed members to attend the Planning Commission & BZA Meetings (\$25/mtg) and for staff training and mtgs
Equipment and Maintenance	Equipment for inspections
Dues / Subscriptions	Dues and subscriptions includes additional required organizational dues
Supplies	Office supplies
Telephone	Telephone services including cell phones & data plan for use in the field.
Vehicle	Oil changes, tires and preventive maintenance.
Fuel	Fuel and mileage reimbursement
Capital	One Ford Escape or equivalent for Bus Dev Mgr; includes decals and tinting
BUSINESS DEVELOPMENT	
Professional Services	Business Development Training
Professional Development	Brochures, newspaper & digital marketing, etc.
Advertising	Business Development Supplies
Supplies	

Professional Development	
ITEM	COST
Commissioner wages	3,000
Annual conferences	3,000
Stormwater Training	2,500
TOTAL PROFESSIONAL DEV	\$ 8,500



Court Department

Marilyn M. Baker, Administrative Services Director – Clerk to Council

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 to promote public trust and confidence in the Judicial System.

Measures

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

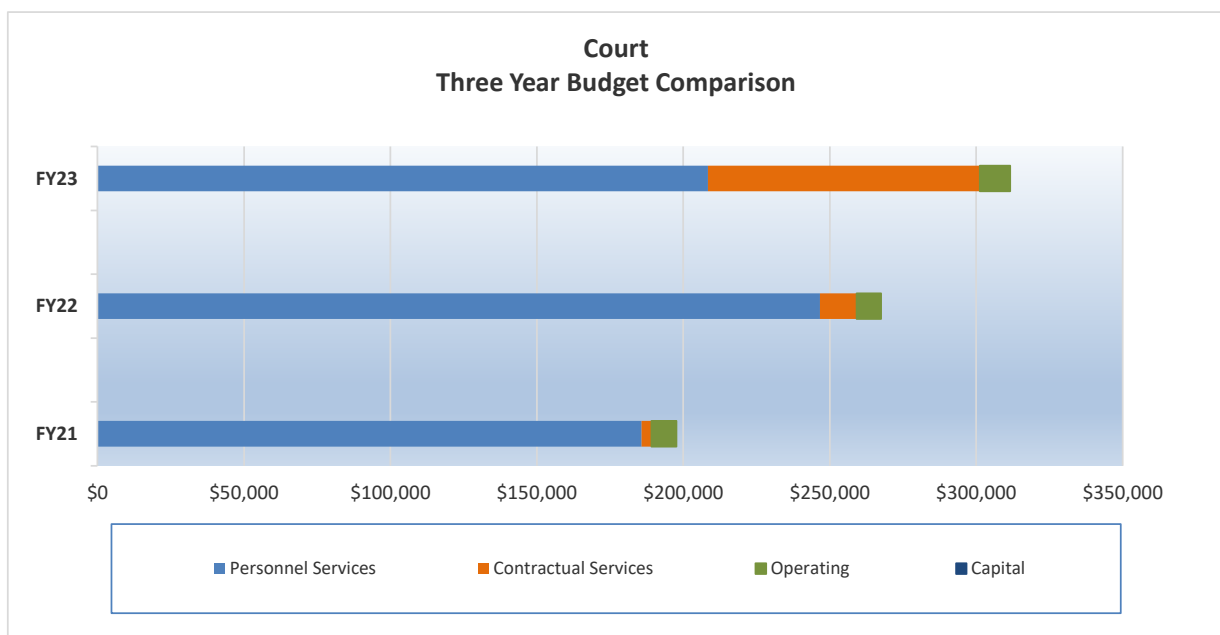
Goals

8. Develop a jury trial schedule to have jury trials scheduled once a week to get old cases disposed of.
9. Add an additional day per month for pre-trial conferences to dispose of dated cases and pending jury trials.
10. Place court records on the public index so that they can be accessed by the public.
11. Provide annual based skilled training for staff.
12. Develop a record retention policy for the court.
13. Remove or store 50% of hard copies of dated court files pursuant to the records retention policy.
14. Learn the new CMS system proficiently and make sure all our old cases transferred into the system correctly.
15. Create a Municipal Court Handbook, complete with our procedures and processes, instructions on how to complete certain tasks, and commonly used forms and where to get them.

**Court Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	185,728	246,644	208,483
Contractual Services	3,407	12,500	92,800
Operating	8,534	8,400	10,320
Capital	0	0	0
Totals	\$197,669	\$267,544	\$311,603



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	2	2	2

COURT DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4123.0101	Salaries & Wages	130,495	172,377	143,242
10.4123.0102	Social Security / Medicare	9,984	13,363	11,073
10.4123.0103	Regular State Retirement	20,577	27,055	25,276
10.4123.0104	Overtime	1,809	1,500	1,500
10.4123.0105	Health Insurance	20,856	29,255	24,299
10.4123.0111	Deferred Comp Emplor Match	2,007	3,094	3,094
	TOTAL PERSONNEL SERVICES	\$ 185,728	\$ 246,644	\$ 208,483
	<i>Contractual Services</i>			
10.4123.0204	Professional Services	3,407	12,500	92,800
	TOTAL CONTRACTUAL SERVICES	\$ 3,407	\$ 12,500	\$ 92,800
	<i>Operating</i>			
10.4123.0401	Professional Development	2,440	2,500	4,500
10.4123.0701	Dues / Subscriptions	-	800	720
10.4123.0708	Supplies	2,890	3,000	3,000
10.4123.0709	Telephone	1,798	2,100	2,100
10.4123.0712	Computer Expense	1,406	-	
	TOTAL OPERATING	\$ 8,534	\$ 8,400	\$ 10,320
	<i>Capital Outlay</i>			
10.4123.0705		-	-	-
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
	TOTAL COURT	\$ 197,669	\$ 267,544	\$ 311,603

COURT DEPARTMENT BUDGET SUMMARY

The Municipal Court Department consists of two Part-time Municipal Court Judges, one Full-time Clerk of Court, and one Full-time Court Clerk that provide judicial services.

Salaries & Wages	Salaries, Wages and Christmas Bonuses for the Court Department personnel.
Social Security / Medicare	Social Security and Medicare Taxes for the Court Department personnel.
Regular State Retirement	State retirement for the Municipal Court Department personnel.
Overtime	Overtime for non-exempt personnel
Health Insurance	Health insurance for the Court Department personnel
Professional Services	Court appointed attorney. \$72400 for backlog of cases and \$5400 for any cases assigned throughout the year.
Professional Development	Annual meeting expenses for Court personnel including meeting fees, lodging and meals. Judges accomodations \$2500, Court Clerks \$2000 (\$900 for new clerks classes, \$1100 for other classes that may be Annual dues, subscriptions and memberships for Municipal Judges and staff. (\$500 Judges Dues, \$220 MASC dues)
Dues / Subscriptions	
Supplies	Miscellaneous office supplies for the Court Department.
Telephone	Telephone services including fax line for the Court Department .
Capital	N/A

Fire Department

Robert Gass, Fire Chief

Mission

Minimize life loss, suffering, and damage resulting from 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

- Zero firefighter injuries during fire ground or other rescue activities.
- Zero fire deaths in residential or commercial structures.
- Achieve and maintain a credit value of 45 out of a possible 50 credits towards the fire department rating under the ISO Public Protection Classification System.
- Achieve ISO Community Risk Reduction Credit of 5 out of a possible 5.5 credits.
- Receive no more than three substantiated customer complaints each year.
- Confine 90% of all building fires to area involved upon arrival.
- 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.
- Provide 40% of Fire department personnel with training through SC State Fire Academy, National Fire Academy and CAPCE accredited EMS courses annually.
- Complete 20 hours of in-house training per month per firefighter.
- Complete fire safety surveys and update pre-fire plans for all commercial and institutional buildings once each two years.
- Install or replace 50 smoke alarms in unprotected homes of elderly, disabled, or fixed income citizens.
- Provide CPR/AED training to 80 students annually.

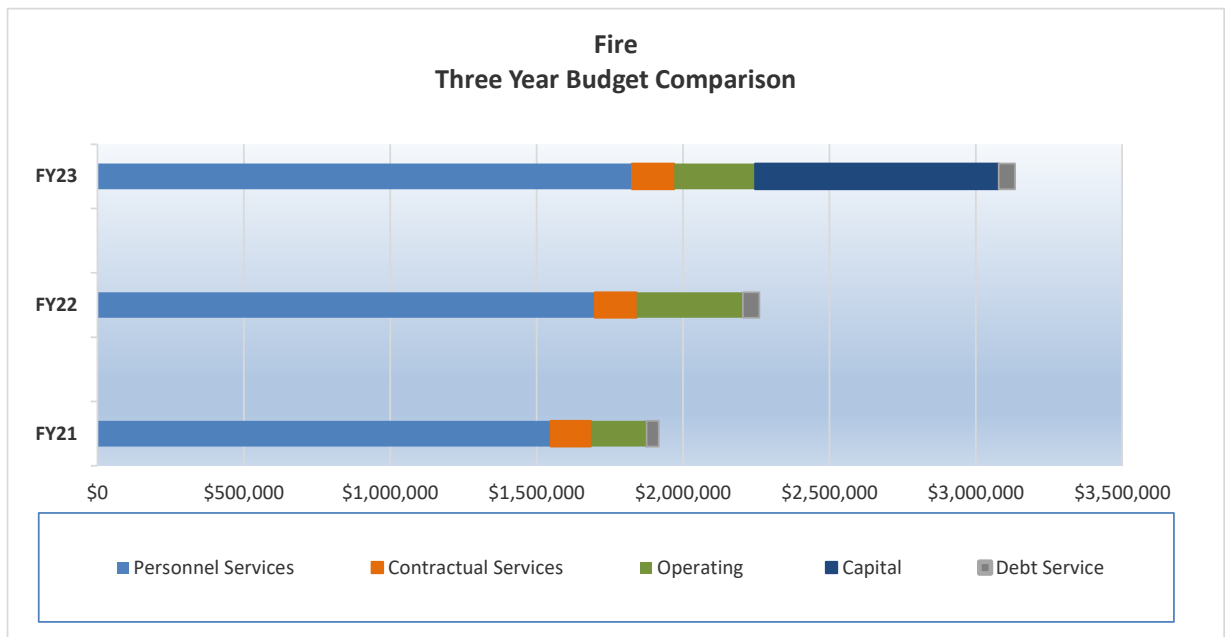
Goals

1. Finish getting all personnel certified as CPR/AED Instructors.
2. Develop a Fire Safety Program to take into the schools for K4 through 5th grade.
3. Improve the Fire Department's Social Media presence.
4. Create a Basic Water Rescue Program within the department working toward having 75% of on shift personnel to receive basic water rescue training.
5. Develop and implement a firefighter physical fitness program.

**Fire Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	1,548,687	1,698,941	1,825,285
Contractual Services	136,850	142,500	145,000
Operating	190,224	363,270	275,990
Capital	0	0	831,485
Debt Service	41,570	55,934	55,934
Totals	\$1,917,331	\$2,260,645	\$3,133,694



Comparative Summary of Authorized Personnel

	FY21	FY22	FY2
Full-time employees	21	21	22

FIRE DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4340.0101	Salaries & Wages	927,225	1,096,558	1,125,725
10.4340.0102	Social Security / Medicare	80,443	86,928	93,959
10.4340.0103	Law Enforcement Retirement	186,513	205,732	246,812
10.4340.0104	Overtime	129,366	60,000	102,500
10.4340.0105	Health Insurance	197,203	212,032	216,288
10.4340.0108	Physical Exams / Vaccines	13,150	14,426	16,736
10.4340.0111	Deferred Comp Emplr Match	14,787	23,265	23,265
	TOTAL PERSONNEL SERVICES	\$ 1,548,687	\$ 1,698,941	\$ 1,825,285
	<i>Contractual Services</i>			
10.4340.0760		136,850	142,500	145,000
	TOTAL CONTRACTUAL SERVICES	\$ 136,850	\$ 142,500	\$ 145,000
	<i>Operating</i>			
10.4340.0401	Professional Development	13,973	36,650	13,650
10.4340.0501	Utilities	20,242	19,000	21,800
10.4340.0601	Building Maintenance	5,342	5,000	5,500
10.4340.0602	Equipment and Maintenance	32,711	67,150	105,450
10.4340.0701	Dues / Subscriptions	250	1,495	1,015
10.4340.0707	Leased Fire Equipment	-	12,000	-
10.4340.0708	Office Supplies	659	2,300	1,500
10.4340.0709	Telephone	9,603	9,800	10,000
10.4340.0712	Computer Exp.	10,003	-	-
10.4340.0713	Vehicle Exp.	59,640	37,050	41,050
10.4340.0715	Uniform Exp.	8,393	13,825	13,825
10.4340.0719	Fuel Exp.	14,227	15,000	30,000
10.4340.0720	Medical Supplies	9,328	11,000	10,000
10.4340.0721	Fire House Supplies	4,837	5,000	5,000
10.4340.0722	Hazmat Supplies	615	800	1,000
10.4340.0723	Emergency Prep. Supplies	22	1,000	1,000
10.4340.1001	Miscellaneous	379	1,000	1,000
10.4340.2202	Public Education/Fire Prevention	-	5,200	14,200
	TOTAL OPERATING	\$ 190,224	\$ 243,270	\$ 275,990
	<i>Capital Outlay</i>			
10.4340.0705		-	-	831,485
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 831,485
	<i>Debt Service</i>			
10.4600.1772	FY 2019 Fire Truck	41,570	55,934	55,934
	TOTAL DEBT SERVICE	\$ 41,570	\$ 55,934	\$ 55,934
	TOTAL FIRE DEPARTMENT	\$ 1,917,331	\$ 2,140,645	\$ 3,133,694

FIRE DEPARTMENT BUDGET SUMMARY

The Fire Department consists of one Chief, one Administrative Assistant, two Battalion Chiefs, six Captains, six Engineers, twelve Fire Fighters (6 funded by FEMA SAFER Grant) and ten Fire Fighters that provide Emergency Services for the Town.

Salaries & Wages	Salaries, Wages Increases and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Law Enforcement Ret	State Retirement
Overtime	Overtime requirements for emergency and automatic aid response, Town sponsored events, Training for certifications, etc...
Health Insurance	Health insurance
Physical Exams / Vaccines	See Detailed List; (Annual FF Physicals = \$385 each; New employee Physicals = \$581 each)
Building Maintenance	Repairs to Fire Station I and II, Coastal Burglar Alarm Annual Fee (\$300)
Utilities	Water/Sewer, Electricity and Gas for FS I & FS II
Professional Development	See Detailed List
Equipment and Maintenance	See Detailed List
Dues / Subscriptions	See Detailed List
Leased Equipment	F550 w/UHP FF system & 350gal water tank
Office Supplies	Office supplies
Telephone	Telephone services for the FS I & FS II includes Internet, cable, business lines, alarm lines, fax lines and cell phones
Computer	See Detailed List
Vehicle	See Detailed List
Uniform	See Detailed List
Fuel	Fuel for fire trucks, GP vehicles, gasoline powered tools and generators.
Medical Supplies	See Detailed List
Fire House Supplies	Fire station supplies paper towels, bedding, cleaning items, etc. and fire truck cleaning supplies.
Hazmat Supplies	Equipment and supplies to mitigate oil / fuel spills and other hazardous materials.
Emergency Prep. Supplies	Emergency supplies such as batteries, tarps, sand, rope etc...
Contractual Agreements	MC Rural FD fees & Whitesville Rural FD fees
Debt Service	2019 Toyne Fire Truck Lease Payment
FEMA Grant and Match	Fire Engine and AFG Structural Fire Turnouts and Multi Threat Vests
Public Education/ Fire Prevention	Ads, Publications, Guides, Handouts, Hats, Jr Badges (see detailed List)



FIRE DEPARTMENT BUDGET SUMMARY

Physical Exams / Vaccines	Adopted
ITEM	COST
Annual Physical Exams (24 Firefighters)	11,550
Physicals (6 Replacement Firefighters)	3,486
Return to Duty Evaluations	800
Random Drug Testing	450
Hep-B Vaccinations	450
TOTAL MEDICAL/PHYSICAL EXAMS	\$ 16,736

Contractual Services	Adopted
ITEM	COST
MC Rural Fire Department Fees	44,000
Whitesville Fire Department Fees	101,000
TOTAL CONTRACTUAL SERVICES	\$ 145,000

Professional Development	Adopted
ITEM	COST
Meetings, Tuition, Lodging, Meals	3,000
SLED / FBI background checks	525
Fingerprint checks	525
BCESTC use fee	1,500
Water Rescue Training	3,000
EMT renewal fees	300
EMT testing fees	1,200
EMT class & testing fees for current employees	1,500
CPR Instructor Classes for current employees	2,100
Total Professional Development	\$ 13,650

Equipment and Maintenance	Adopted
ITEM	COST
Radio repairs / maintenance contract	6,200
Hose and other Fire Equipment	20,000
Replace 6 Outdated XTS5000 portable radios	28,000
Replacement Bunker Gear 6 sets	19,000
Ground Ladder test	800
Fire Extinguisher inspections/replacement	2,000
US / SC flags	700
Xerox Copier lease	2,600
SCBA compressor PMI	1,800
Qtrly Breathing Air Analysis	450
Generator - bi-annual PMI	1,600
Test Hydraulic Rescue Tools	2,300
Annual SCBA testing	1,900
Estimated Repairs	600
Positive Pressure Ventilation Fan (Replacement)	5,000
Replacement Portable Generator/Inverter	6,500
Confined Space Rescue Equipment	5,000
Class A Firefighting Foam	1,000
TOTAL EQUIPMENT/MAINTENANCE	\$ 105,450

Vehicle Maintenance	Adopted
ITEM	COST
Tires, Oil changes, PM and General Repairs	30,000
Aerial device test	850
Four pump tests	1,200
Annual PMI for four fire trucks	9,000
TOTAL VEHICLE MAINTENANCE	\$ 41,050

Uniforms	Adopted
ITEM	COST
Uniform shirts, pants, tees, polos (Annually)	8,100
Duty boots (Annually)	2,700
Winter & rain coats	2,700
Replacement name tags, belts etc	325
TOTAL UNIFORMS	\$ 13,825

Medical Supplies	Adopted
ITEM	COST
Disposable PPE/Medical supplies	5,000
New/Replacement Medical Equipment	5,000
TOTAL MEDICAL SUPPLIES	\$ 10,000

Dues/Subscriptions	Adopted
ITEM	COST
CLIA -SC DHEC LAB FEE	200
SC Pharmacy Board	140
SCFFA	375
ICC	300
TOTAL DUES / SUBSCRIPTIONS	\$ 1,015

Capital/Leased Equipment	Adopted
ITEM	COST
Replace 2010 Ford F150 Batt Chief's P/U	55,000
FEMA Fire Engine and Match	776,485
TOTAL LEASED EQUIPMENT	\$ 831,485

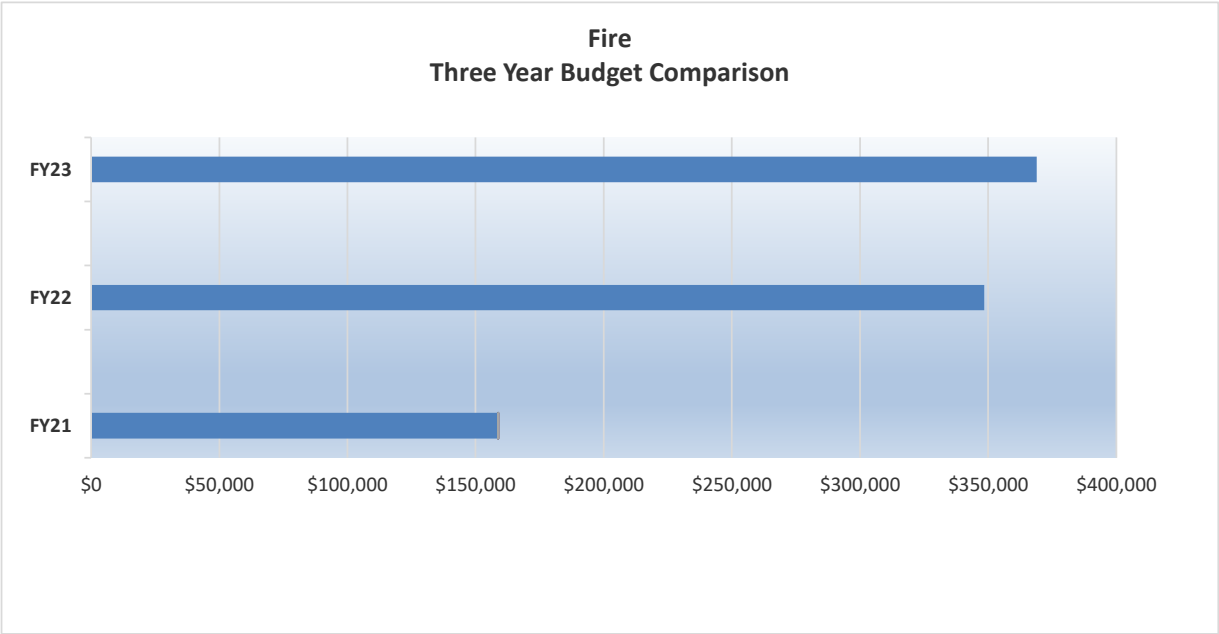
Public Education	Adopted
ITEM	COST
Hats, Stickers and Jr. Badges	1,700
Halloween Bags	1,000
CPR cards/books for the public	9,000
Ads, Publications, Guides and Handouts	2,500
TOTAL DUES / SUBSCRIPTIONS	\$ 14,200

Debt Service	Adopted
ITEM	COST
2019 Toyne Fire Truck Lease	55,934
TOTAL Debt Service	\$ 55,934

**Fire Fema Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	158,768	348,432	368,977
Totals	\$158,768	\$348,432	\$368,977



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	6	6	6

FIRE DEPARTMENT FEMA GRANT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4341.0101	Salaries & Wages	103,783	227,260	238,161
10.4341.0102	Social Security / Medicare	8,581	17,813	18,984
10.4341.0103	Law Enforcement Retirement	21,092	42,034	49,742
10.4341.0104	Overtime	8,934	10,000	10,000
10.4341.0105	Health Insurance	16,378	40,274	43,737
10.4341.0108	Physical Exams / Vaccines	-	4,353	4,353
10.4341.0111	Deferred Comp Emplr Match	-	6,698	4,000
TOTAL PERSONNEL SERVICES		\$ 158,768	\$ 348,432	\$ 368,977
TOTAL FIRE FEMA DEPARTMENT		\$ 158,768	\$ 348,432	\$ 368,977

FIRE DEPARTMENT BUDGET SUMMARY FEMA

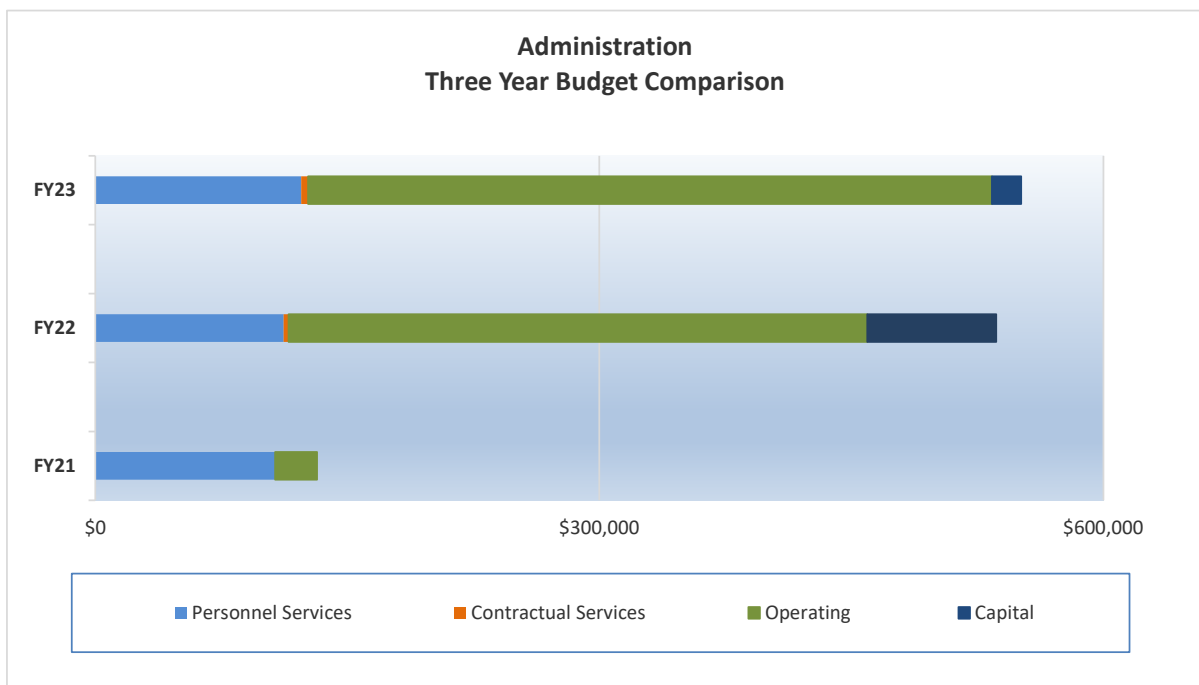
The Fire Department has six FEMA SAFER Grant Fire Fighters that provide Emergency Services for the Town

Salaries & Wages	Salaries, Wages Increases and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Law Enforcement Ret	State Retirement
Overtime	Overtime requirements for emergency and automatic aid response, Town sponsored events, Training certification, etc.
Health Insurance	Health insurance
Physical Exams / Vaccines	See Detailed List; (Annual FF Physicals = \$385 X 6; New employee Physicals = \$581 X 3)

**Info Tech Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	106,949	112,086	122,551
Contractual Services	0	3,000	4,000
Operating	24,980	344,395	407,151
Capital	0	76,750	17,500
Totals	\$131,929	\$536,231	\$551,202



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	0	1	1

INFO TECH DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY23
	<i>Personnel Services</i>			
10.4122.0101	Salaries & Wages	77,092	79,150	84,348
10.4122.0102	Social Security / Medicare	3,622	6,055	6,453
10.4122.0103	Regular State Retirement	12,174	12,254	14,741
10.4122.0105	Health Insurance	14,061	14,627	17,009
	TOTAL PERSONNEL SERVICES	\$ 106,949	\$ 112,086	\$ 122,551
	<i>Contractual Services</i>			
10.4122.0761	Contractual Services	-	3,000	4,000
	TOTAL CONTRACTUAL SERVICES	\$ -	\$ 3,000	\$ 4,000
	<i>Operating</i>			
10.4122.0712	Computer	22,418	333,850	370,984
10.4122.0701	Dues / Subscriptions	-	2,000	27,987
10.4122.0719	Fuel	30	2,600	2,000
10.4122.0401	Professional Development	225	3,100	3,700
10.4122.0708	Supplies	389	600	500
10.4122.0709	Telephone	1,918	445	480
10.4122.0713	Vehicle	-	800	500
10.4122.0603	Tools	-	1,000	1,000
	TOTAL OPERATING	\$ 24,980	\$ 344,395	\$ 407,151
10.4122.0705	<i>Capital Outlay</i>	-	76,750	17,500
	TOTAL CAPITAL OUTLAY	\$ -	\$ 76,750	\$ 17,500
	TOTAL - INFO TECHNOLOGY	\$ 131,929	\$ 536,231	\$ 551,202

INFO TECH DEPARTMENT BUDGET SUMMARY

The Info Tech Department consists of the one IT Services

Salaries & Wages	Salaries, Wages and Christmas Bonus for the Administrative Department
Social Security / Medicare	Social Security and Medicare Taxes for the Administrative Department
Regular State Retirement	State retirement for the Administrative Department
Overtime	Overtime for Administration non-exempt personnel
Health Insurance	Health insurance for Administration personnel
Contract Labor	Contract Labor to help with wiring and misc work
Computer	See Detailed List
Dues / Subscriptions	See Detailed List
Fuel	Fuel and mileage reimbursement for IT personnel.
Professional Development	See Detailed List
Supplies	Copy paper, pens, envelopes, office chairs and other misc. supplies
Telephone	Monthly phone service for land lines and cell phones
Vehilce	Truck maintenance such as oil changes

INFO TECH DEPARTMENT BUDGET SUMMARY

Computer	Recommended
ITEM	COST
All Departments (see additional tab)	308,144
Antivirus services for all town	4,200
Badge system ribbon and cards	550
Doors Access control maintenance	3,000
Miscellaneous Computer Expense	4,500
Multi-Factor Authentication Readers for PD	5,000
Network Switch	1,550
New VM WareLicense for Virtual servers	5,000
Stingrays Branding (Mobile App)	540
Tyler Technologies Maint	36,000
UPS Power backup for Servers room	2,500
TOTAL COMPUTER	\$ 370,984

Professional Development	Recommended
ITEM	COST
Microsoft Certificate and training	2,500
Network Security Traning	1,200
TOTAL PROFESSIONAL DEVELOPMENT	\$ 3,700

Dues/Subscriptions	Recommended
ITEM	COST
IT Glue (Inventory and MGT system)	1,600
Activ directorymanament tools	287
Adobe license (all departments)	3,000
Domain Renewal	450
Dotgov Annual Renewal	400
E-mail filter and security license for all users	2,200
MS Office 365 (Annual fee)	18,000
Remote Access software	850
Website Hosting Fee	1,200
TOTAL DUES AND SUBSCRIPTIONS	\$ 27,987

Capital Outlay/Projects	Recommended
ITEM	COST
New In-Car system(Getac FD 1 truck)	5,000
Incar GPS Townwide	6,000
Replace/Move fire panel to Admin Building	6,500
TOTAL CAPITAL OUTLAY	\$ 17,500

All Departments IT Budget list

ADMINISTRATION DEPT	
ITEM	COST
laserjet printer (Account Payable)	375
Lane 300(for online payment) (total 4 unites)	1,450
Municode Software	4,800
Miscellaneous Ins. Deductibles	2,000
Battery Backup	350
TOTAL COMPUTER	\$ 8,975

COMMUNITY DEVELOPMENT DEPT	
ITEM	COST
New data drops (3)	450
Laptops for inspectors(3 laptops with docking station)	6,000
permitting software	7,800
Jot Form	234
Canva software	119
Poster may wall software	99
Battery Backup	150
Laser color printer for building office	950
TOTAL COMPUTER	\$ 15,802

FIRE DEPT	
ITEM	COST
desktop computer(2)	2,420
Emergency Reporting by ESO software	2,750
Fire Program multi-user fee	600
Fire/EMS training software	4,200
Internet Service	1,200
Leased Camera System	20,262
Wireless Hotspot devices/Dues	4,000
Getac tablet for 1 truck	2,100
Cradle Point for 5 admin cars(with Install)	1,000
Computer Upgrades/Maintenance	2,150
Door access control Station 1	1,600
TOTAL COMPUTER	\$ 42,282

RECREATION DEPT	
ITEM	COST
keypad for concession	800
Becky Desktop	1,260
REC Desk	6,000
Clover POS	4,700
Battery Backup	150
TOTAL COMPUTER	\$ 12,910

POLICE DEPT	
ITEM	COST
TLO software	2,400
Desktop computers (1 computers)	1,250
Getac Laptops-Rugged(5 laptops)	11,605
MDIS/NCIC - Mobile Dispatching System (will include NCIC)	16,000
Southern Software(RMS)	7,000
Analytic Software	1,700
Power Details	2,750
Battery Backup	350
RMS Additional license	1,000
Leased Camera System	105,000
DATA Maxx(NCIC replacement)	1,500
PowerDMS	4,700
CLEAR	4,000
Police one (traingin webbase	2,100
LaserJet printer for Capt. Office	600
Schedule anywhere	990
SRO Computer Expense	1,500
Traffic Cloud	1,500
Leads online	4,000
Cradle Point for new PD new Cars(with install)	5,400
Guardian	2,500
TOTAL COMPUTER	\$ 177,845

COURT DEPT	
ITEM	COST
CMS	45,000
Court System Tech Support w/hardware	1,100
Microphones for Court room	2,000
desktop computer	1,260
TOTAL COMPUTER	\$ 49,360

PUBLIC SERVICE DEPT	
ITEM	COST
computers upgrade (Memory&Harddrives)	750
UPS Battery backup	220
TOTAL COMPUTER	\$ 970

TOTAL COMPUTER ALL DEPARTMENTS	\$ 308,144
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Police Department

Steven Young, Acting 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

- Each sworn officer will complete at least one training course on de-escalation, cultural awareness, ethics, and leadership.
- The Chief of Police and command staff members will make personal contact with at least five (5) complainants or victims per month to survey them regarding our quality of service.
- We will participate in at least two outreach or engagement activity per month with at least eighty (80) percent of our officers participating in at least two events or activities during the year.
- We will participate in a minimum of two (2) local job fairs and utilize job board websites that advertise nationwide and are designed to reach minority groups.
- We will produce and publish a minimum of six (6) traffic safety videos during the year. We will also identify two areas that had the highest number of collisions during the past three years and increase our engagement efforts in those areas by five percent (5%). The increase in engagement efforts will be measured by citations, public contact warnings, and time spent conducting high-visibility patrols.
- Maintaining crime levels that are statistically lower than the state average and production of an annual crime analysis report.

Goals

1. Provide enhanced training for our sworn officers with an emphasis on de-escalation, cultural awareness, ethics, and leadership.
2. We will utilize a citizen response survey to measure the quality of service provided by our department. The results of the surveys will be used to shape future policies and improve our quality of service.
3. We will expand our community outreach and engagement activities (COVID -19 permitting) to build community partnerships and trust between the police and our citizens.
4. We will improve our recruiting efforts to attract qualified and diverse candidates.
5. We will strive for zero fatal collisions using education and enforcement techniques.

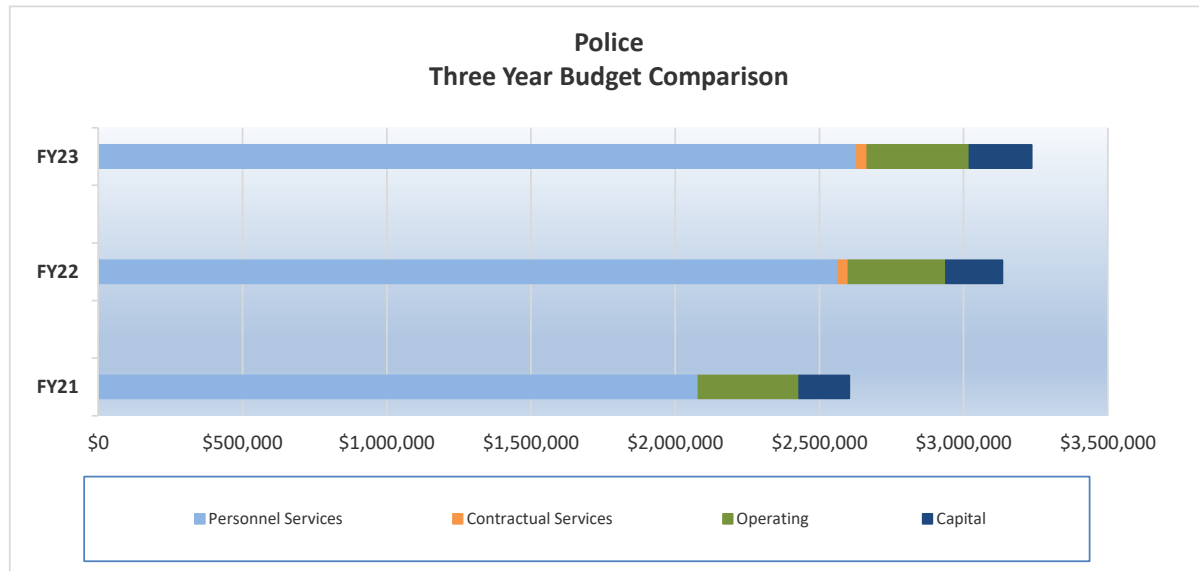
6. We will implement a strategy utilizing crime analysis to address crime trends or “hotspots”. We will also complete an annual crime analysis report.



**Police Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	2,078,788	2,565,146	2,630,039
Contractual Services	2,000	36,000	36,000
Operating	349,423	337,355	353,700
Capital	173,865	196,000	216,000
Totals	\$2,604,076	\$3,134,501	\$3,235,739



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	34	33	33

POLICE DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4310.0101	Salaries & Wages	1,391,593	1,719,169	1,682,280
10.4310.0102	Social Security / Medicare	107,680	134,658	134,390
10.4310.0103	Law Enforcement Retirement	257,492	314,395	352,877
10.4310.0104	Overtime	31,367	40,000	40,000
10.4310.0105	Health Insurance	246,270	294,050	356,492
10.4310.0106	PD Athletic Event Wages	26,375	45,000	45,000
10.4310.0108	Physical Exams	6,521	4,000	4,000
10.4310.0111	Deferred Comp Employer	11,490	13,874	15,000
	TOTAL PERSONNEL SERVICES	\$ 2,078,788	\$ 2,565,146	\$ 2,630,039
	<i>Contractual Services</i>			
10.4310.0201	Legal Expense	2,000	36,000	36,000
	TOTAL CONTRACTUAL SERVICES	\$ 2,000	\$ 36,000	\$ 36,000
	<i>Operating</i>			
10.4310.0728	Community Outreach	1,334	5,000	5,000
10.4310.0712	Computer Exp.	46,823	-	-
10.4310.0720	Crime Scene Supplies	2,219	10,000	10,000
10.4310.1100	Discretionary - Donations Exp	540	-	-
10.4310.0718	DJJ Exp.	875	10,000	-
10.4310.0701	Dues / Subscriptions	12,949	7,500	7,000
10.4310.0602	Equipment and Maintenance	52,951	55,855	44,700
10.4310.0719	Fuel Expense	58,121	75,000	85,000
10.4310.0750	Insurance Claims	12,882	-	5,000
10.4310.1001	Miscellaneous	251	-	-
10.4310.0716	Police Supplies	8,631	25,000	22,000
10.4310.0704	Printing	1,898	3,500	4,000
10.4310.0401	Professional Development	22,121	11,000	20,000
10.4310.0725	Summer Camp Supplies	-	7,500	7,500
10.4310.0708	Supplies	11,911	15,000	11,000
10.4310.0709	Telephone	31,242	30,000	35,000
10.4310.0715	Uniform Exp.	22,890	22,000	25,000
10.4310.0501	Utilities	9,359	10,000	10,000
10.4310.0713	Vehicle Exp.	52,426	50,000	62,500
	TOTAL OPERATING	\$ 349,423	\$ 337,355	\$ 353,700
10.4310.0705	<i>Capital Outlay</i>	173,865	196,000	216,000
	TOTAL CAPITAL OUTLAY	\$ 173,865	\$ 196,000	\$ 216,000
	TOTAL POLICE DEPARTMENT	\$ 2,604,076	\$ 3,134,501	\$ 3,235,739

POLICE DEPARTMENT BUDGET SUMMARY

The Police Department personnel consists of one Police Chief, one Captain, one Lieutenant Investigations, one Lieutenant Patrol, one Sergeant Investigations, one Sergeant Patrol Admin, one Sergeant Patrol, one Corporal Investigations, four Corporal Patrols, and sixteen Patrol Officers. And one Assistant to Chief of Police, one Administrative Assistant, one Accreditation Manager / Crime Analyst, one part-time Clerk and one Victim's Advocate. Victim's Advocate's salary and benefits are included in the Police Department Budget but all other Victim's Advocate expenses are recorded in a separate budget. Seven SRO's & one Highway Safety Traffic Officer have their separate budgets.

Salaries & Wages	Salaries, Wages and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Law Enforcement Retirement	State Retirement
Overtime	Overtime
Health Insurance	Health insurance
Physical Exams	Physical and psychological exams, drug screens, Hep B vaccines and FIT tests.
Professional Services	Part-time prosecutor and evidence to support prosecution and DNA testing.
Professional Development	Training fees including lodging and meals.
Utilities	Santee Cooper, Bekeley Electric and Home Telephone monthly fees for intersection cameras.
Equipment and Maintenance	See Detailed List
Dues / Subscriptions	Annual dues, subscriptions and memberships including SLEOA, Lexis Nexis, IACPNET, ROCIC
Printing	Business cards, letter head, as well as arrest warrants and crime prevention material.
Supplies	Miscellaneous office supplies.
Telephone	Telephone services including cell phones
Vehicle	Oil changes, tires and preventive maintenance
Uniform	Uniforms, uniform accessories and shoes.
Police Supplies	Portable radios, radar, firearms, ammunition, pepper spray, tasers, handcuffs and promotional items.
DJJ Exp.	Department of Juvenile Justice funds for incarceration for juveniles.
Fuel	Fuel for police vehicles
Crime Scene Supplies	Latent print kits, swab kits, fingerprint powder, ninhydrin spray and other supplies to gather physical evidence.
Insurance	Insurance claims for police vehicle accidents. \$1000 Deductible per accident.
Capital	See Detailed List (the 2 SRO and Highway Safety Grant Vehicle is to be covered by the grant)

POLICE DEPARTMENT BUDGET SUMMARY

Equipment and Maintenance	
ITEM	COST
Xerox Agreement	8,700
RCC Annual Maintenance	10,000
Radar Maintenance	1,000
5 new Getac Units (\$5,000 each)	25,000
TOTAL EQUIP & MAINT	\$ 44,700

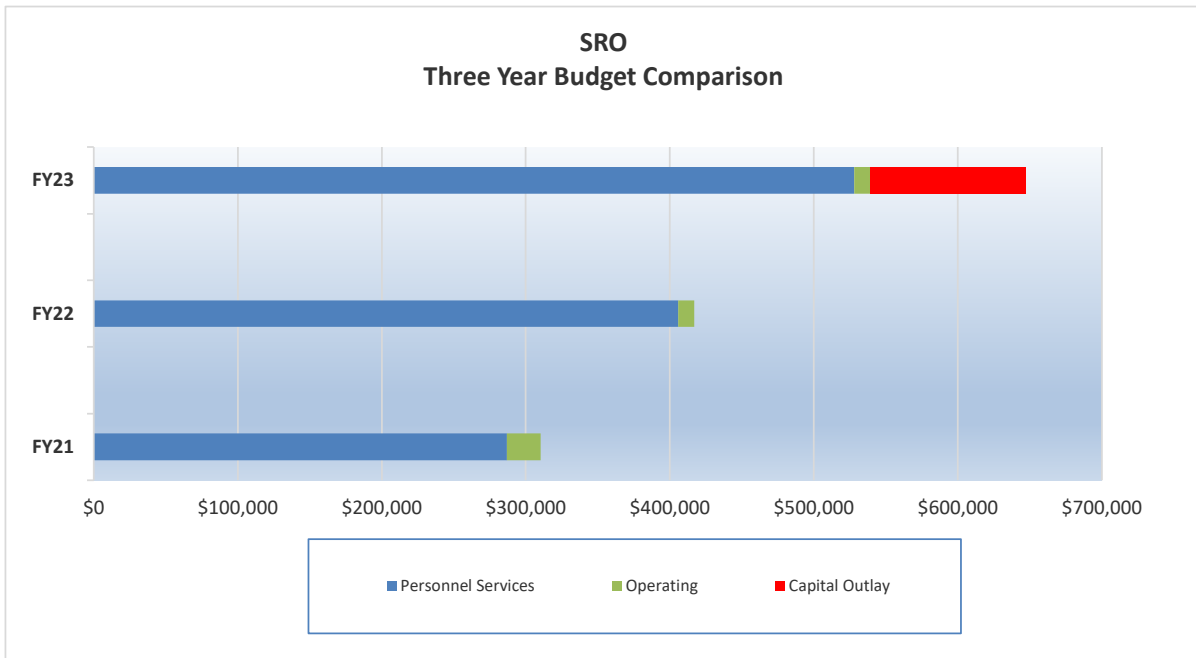
Capital		Adopted	
ITEM	QTY	COST / UNIT	TOTAL COST
Marked Police Replacement Vehicles Including Equipment (7)	4	54,000	216,000
TOTAL CAPITAL			\$ 216,000



**School Resource Officers
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	286,814	405,897	528,150
Operating	23,412	11,000	11,000
Capital Outlay	0	0	108,000
Totals	\$310,226	\$416,897	\$647,150



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	6	6	7

SCHOOL RESOURCE OFFICERS

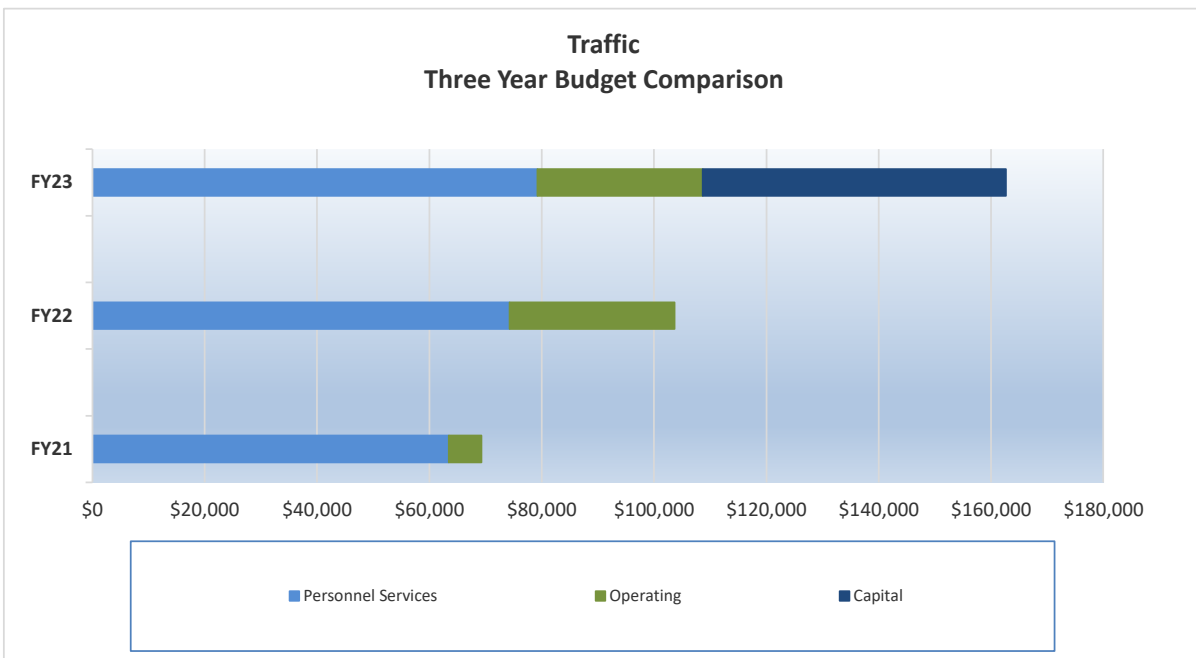
Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
<i>Personnel Services</i>				
10.4315.0101	Salaries & Wages	190,834	273,240	333,700
10.4315.0102	Social Security / Medicare	18,180	20,830	25,681
10.4315.0103	Law Enforcement Retirement	36,584	49,227	67,379
10.4315.0104	Overtime	9,326	2,000	2,000
10.4315.0105	Health Insurance	31,890	52,067	88,008
10.4315.0107	Workers Compensation	-	8,533	11,383
TOTAL PERSONNEL SERVICES		\$ 286,814	\$ 405,897	\$ 528,151
<i>Operating</i>				
10.4315.0712	Computer Expense	15	-	-
10.4315.0719	Fuel Expense	15,014	7,000	7,000
10.4315.0401	Professional Development	1,719	-	-
10.4315.0715	Uniform Expense	574	500	500
10.4315.0713	Vehicle Expense	6,090	3,500	3,500
TOTAL OPERATING		\$ 23,412	\$ 11,000	\$ 11,000
10.4315.0705	<i>Capital Outlay</i>	-	-	108,000
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ 108,000
TOTAL SRO		\$ 310,226	\$ 416,897	\$ 647,151



**Highway Safety Traffic Grant
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	63,465	74,266	79,252
Operating	5,800	29,390	29,390
Capital	0	0	54,000
Totals	\$69,265	\$103,656	\$162,642



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	1	1	1

HIGHWAY SAFETY TRAFFIC GRANT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4317.0101	Salaries & Wages	40,953	45,066	46,166
10.4317.0102	Social Security / Medicare	3,224	3,411	3,562
10.4317.0103	Law Enforcement Retirement	7,818	8,059	9,344
10.4317.0104	Overtime	1,614	-	-
10.4317.0105	Health Insurance	8,941	14,627	17,009
10.4317.0107	Worker's Comp Insurance	-	1,520	1,588
10.4317.0111	Deferred Comp Emplr Match	915	1,583	1,583
	TOTAL PERSONNEL SERVICES	\$ 63,465	\$ 74,266	\$ 79,252
	<i>Operating</i>			
10.4317.0401	Travel (Mileage)	4,232	22,200	22,200
10.4317.0701	Other	1,568	7,190	7,190
10.4317.0705	Equipment	-	-	-
	TOTAL OPERATING	\$ 5,800	\$ 29,390	\$ 29,390
10.4317.0705	<i>Capital Outlay</i>	-	-	54,000
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 54,000
	TOTAL HWY TRAFFIC GRANT	\$ 69,265	\$ 103,656	\$ 162,642



Public Service Department

Logan Faulkner, Public Service 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

- Maintain quarterly litter pick up in Town.
- Average time between ROW maintenance is less than seven days in the growing season.
- Average time between HWY 52 ROW maintenance is less than twenty-one days in the growing season.
- Average time between recreation field maintenance is three days.
- Change the hanging basket flowers twice a year.
- Limit the number of missed cans to 5 per week.
- Limit the time allowed to deliver new cans to 10 business days after signing up.
- Average 3 ditches per week of maintenance in the Stormwater Department.
- Clean out at least 1 section of Town storm drains per quarter.

Goals

Building and Grounds

1. Make a maintenance schedule for all buildings.
2. Construct shed for Christmas display storage.
3. Survey town sidewalks and cut all debris in ROW.
4. Survey and trim trees and brush that are in the line of view at stop signs and intersections.

Stormwater

1. Obtain easements and improve drainage on the ditch between Broughton rd. and Hill St.
2. Improve drainage by widening the ditch on Barony st and add rip rap.
3. Create and put into use a ditch maintenance schedule for the acquired properties along the California Branch.
4. Construct shed for large Stormwater vehicles.

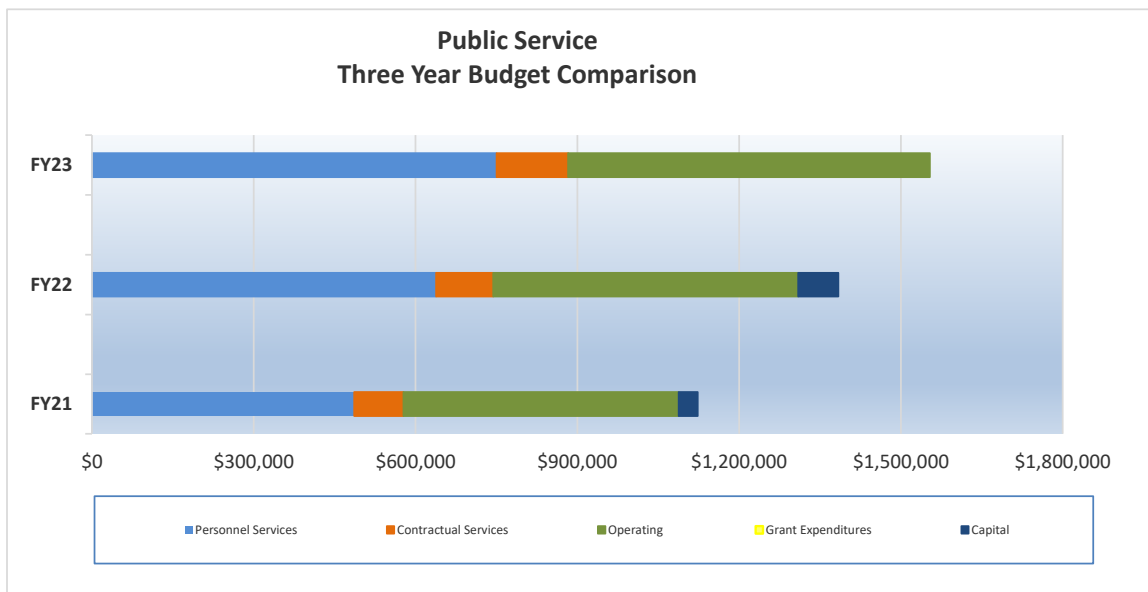
Sanitation

1. Staff an additional truck and incorporate into weekly routes.
2. Create new routes for the upcoming growth of the Town.
3. Construct shed for Sanitation vehicles.
4. Replace all severely damaged cans with new cans.

**Public Service - Building & Grounds
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	486,344	638,221	750,093
Contractual Services	91,044	105,830	132,700
Operating	510,263	565,500	671,235
Grant Expenditures	0	0	0
Capital	35,834	74,500	0
Totals	\$1,123,485	\$1,384,051	\$1,554,028



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	13	13	13

PUBLIC SERVICE DEPARTMENT

BUILDING & GROUNDS

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4450.0101	Salaries & Wages	322,577	426,791	502,321
10.4450.0102	Social Security / Medicare	26,858	33,682	39,460
10.4450.0103	Regular State Retirement	53,959	66,673	88,506
10.4450.0104	Overtime	11,981	13,500	13,500
10.4450.0105	Health Insurance	61,080	88,463	97,194
10.4450.0108	Physical Exams	2,055	1,000	1,000
10.4450.0111	Deferred Comp Emplr Match	7,834	8,112	8,112
	TOTAL PERSONNEL SERVICES	\$ 486,344	\$ 638,221	\$ 750,093
	<i>Contractual Services</i>			
10.4450.0760	Contract Labor	61,350	105,830	70,554
10.4450.0761	Contract Labor- HWY 52	29,694	-	62,146
	TOTAL CONTRACTUAL SERVICES	\$ 91,044	\$ 105,830	\$ 132,700
	<i>Operating</i>			
10.4450.0712	Computer	340	-	-
10.4450.0602	Equipment and Maintenance	23,432	19,000	19,000
10.4450.0601	Facilities Maintenance	37,717	40,000	162,500
10.4450.0636	Field Maintenance	28,356	30,000	30,000
10.4450.0719	Fuel	12,202	16,500	16,500
10.4450.0732	Landscaping Supplies	19,381	30,000	25,000
10.4450.0707	Leased Equipment	52,624	42,500	42,500
10.4450.1001	Miscellaneous - Christmas Lights	5,773	6,000	6,000
10.4450.0733	Miscellaneous Repairs	-	2,000	-
10.4450.0708	Office Supplies	1,241	1,500	2,000
10.4450.0600	Park Maintenance	11,338	17,000	10,000
10.4450.0401	Professional Development	1,346	1,500	1,500
10.4450.0603	Small Tools / Equipment	4,633	5,500	6,235
10.4450.0631	Street Lighting	284,117	320,000	320,000
10.4450.0630	Street, Sign & Road Maint.	4,567	10,000	10,000
10.4450.0709	Telephone	8,223	5,500	5,500
10.4450.0715	Uniform	5,487	6,000	6,500
10.4450.0713	Vehicle	9,486	12,500	8,000
	TOTAL OPERATING	\$ 510,263	\$ 565,500	\$ 671,235
10.4450.0705	<i>Capital Outlay</i>	35,834	74,500	-
	TOTAL CAPITAL OUTLAY	\$ 35,834	\$ 74,500	\$ -
	TOTAL BUILDING & GROUNDS	\$ 1,123,485	\$ 1,384,051	\$ 1,554,028

The Public Service Building & Grounds Division consists of one Director, one Maintenance/Facilities Manager, one Roadside Maintenance Foreman, Maintenance Foreman, four Equipment Operators II, three Equipment Operators I, one Custodian and one part-time Grounds Technician that maintain the Town's landscaping, parks and field maintenance, street lighting and street signs.

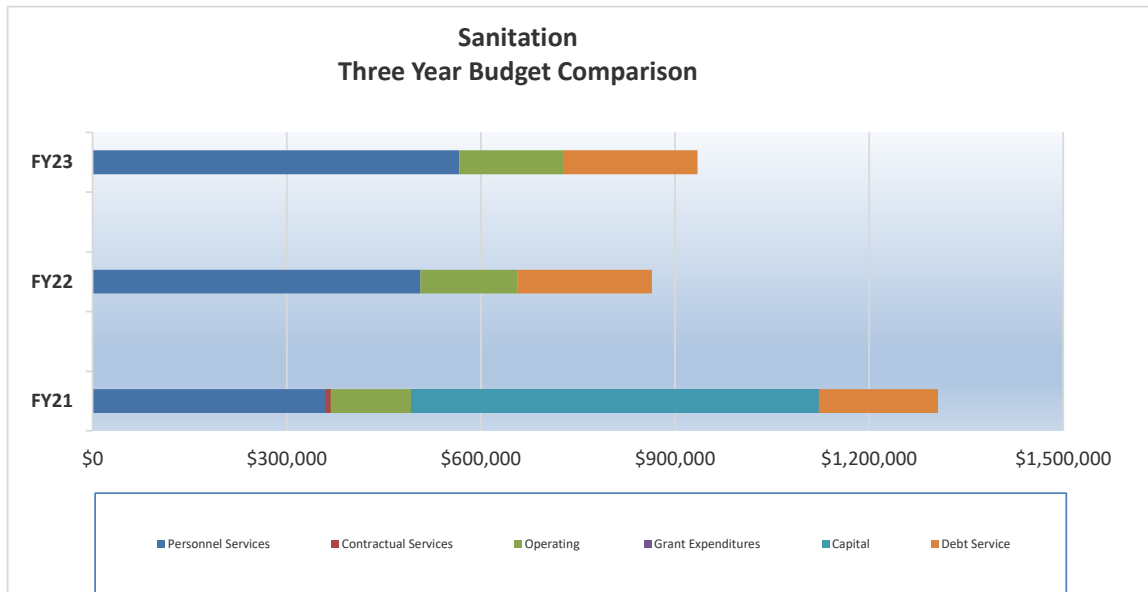
Salaries & Wages	Salaries, Wages and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Regular State Retirement	State Retirement
Overtime	Overtime
Health Insurance	Health insurance
Physical Exams	Physical exams for new employees and random drug screen
Contract Labor	Two full-time contract laborers add mulch to all beds on HWY 52 (\$14,865.70), landscape management program for hwy 52 (\$3,940/mth)
Professional Development	Meetings to include meeting fees, lodging and meals
Park Maintenance	Maintenance for Unity and Lacy Parks, and add a water fountain at Lacey Park
Facilities Maintenance	Maintenance for Rec Complex & Youth Field Buildings. Resurface both basketball courts (\$18,000).
Field Maintenance	Maintenance for fields includes spraying, fertilizer, herbicide. Irrigation and sod. Add drainage to Football
Equipment and Maintenance	Equipment maint. for the mowers, edgers etc....
Small Tools / Equipment	Shovels, brooms, rakes, FCC Radio (\$147/each - 735) etc....
Street, Sign & Road Maint.	Replacement of street signs etc....Re-stripe parking lots and Peagler Way.
Street Lighting	Electricity for street lights including traffic lights
Leased Equipment	Equipment lease with Smith & Turf
Supplies	Office Supplies & Xerox lease
Telephone	Telephone services including cell phones and Home Telephone alarm fees.
Vehicle	Oil Changes, tires and preventive maintenance for Building & Grounds vehicles
Uniform	Safety vests, Uniforms, work boots, gloves etc....
Fuel	Fuel Expense
Landscaping Supplies	Fertilizer, flowers etc.... including hanging baskets for Main Street
Miscellaneous Christmas Expense	Misc. Expenses such as Christmas lights, tree topper and other Christmas items needed.



**Public Service - Sanitation
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	361,096	506,618	566,869
Contractual Services	6,688	0	0
Operating	124,722	150,000	161,235
Grant Expenditures	0	0	0
Capital	629,533	0	0
Debt Service	184,329	207,800	206,829
Totals	\$1,306,368	\$864,418	\$934,933



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	10	10	10

SANITATION

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4454.0101	Salaries & Wages	242,999	346,952	384,903
10.4454.0102	Social Security / Medicare	19,024	26,924	29,828
10.4454.0103	Regular State Retirement	37,986	54,141	67,765
10.4454.0104	Overtime	947	5,000	5,000
10.4454.0105	Health Insurance	56,064	67,123	72,895
10.4454.0108	Physical Exams	1,149	2,500	2,500
10.4454.0111	Deferred Comp Emplr Match	2,927	3,978	3,978
	TOTAL PERSONNEL SERVICES	\$ 361,096	\$ 506,618	\$ 566,869
	<i>Contractual Services</i>			
10.4454.0760	Contract Labor	6,688	-	-
	TOTAL CONTRACTUAL SERVICES	\$ 6,688	\$ -	\$ -
	<i>Operating</i>			
10.4454.0401	Professional Development	-	1,000	1,000
10.4454.0702	Advertising	410	600	1,000
10.4454.0602	Equipment and Maintenance	48,390	73,000	73,000
10.4454.0603	Small Tools / Equipment	1,231	4,750	9,085
10.4454.0708	Supplies	-	150	150
10.4454.0709	Telephone	572	500	500
10.4454.0712	Computer	68	-	-
10.4454.0713	Vehicle	44,324	36,000	36,000
10.4454.0715	Uniform	6,012	6,000	6,500
10.4454.0719	Fuel	23,472	25,000	31,000
10.4454.1001	Miscellaneous	243	3,000	3,000
	TOTAL OPERATING	\$ 124,722	\$ 150,000	\$ 161,235
10.4454.0705	<i>Capital Outlay</i>	629,533	-	-
	TOTAL CAPITAL OUTLAY	\$ 629,533	\$ -	\$ -
	<i>Debt Service</i>			
10.4600.1774	FY 20 Sanitation Trucks Lease Purchase	184,329	133,800	133,295
10.4600.1776	FY 21 Sanitation Trucks Lease Purchase		74,000	73,534
	TOTAL DEBT SERVICE	\$ 184,329	\$ 207,800	\$ 206,829
	TOTAL SANITATION	\$ 1,306,368	\$ 864,418	\$ 934,933

SANITATION BUDGET SUMMARY

The Public Sanitation Division consists of one Sanitation Supervisor, three Sanitation Operator II and six Refuse Collectors that maintain the Town's sanitation and yard debris.

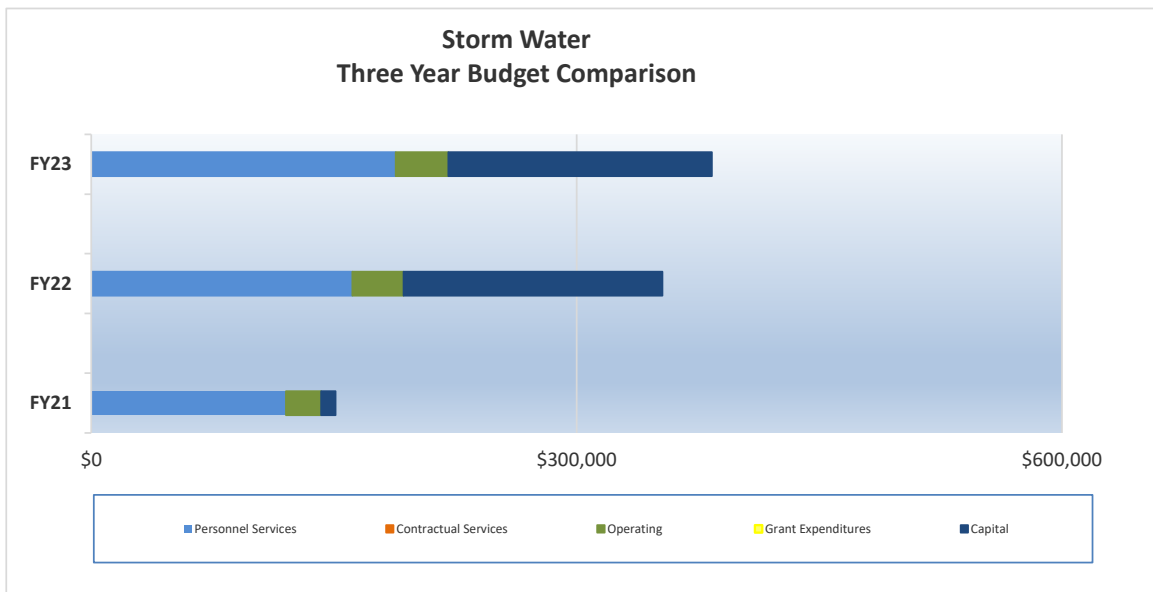
Salaries & Wages	Salaries, Wages and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Regular State Retirement	State Retirement
Overtime	Overtime
Health Insurance	Health insurance
Physical Exams	Physical exams for new employees and random drug screen
Contract Labor	none
Professional Development	Meetings to include meeting fees, lodging and meals
Equipment and Maintenance	Trash Cans for growth and replacements (\$54/can), equipment and maintenance for sanitation
Small Tools / Equipment	Shovels, brooms, rakes, skill kit (\$1,000), Def Station (\$2,000), FCC Radio (\$147/each - 735).
Supplies	DEF tank and pump for 5 Sanitation Vehicles etc...
Telephone	Supplies
Vehicle	Cell phone services
Uniform	Oil Changes, tires and preventive maintenance for Sanitation vehicles
Fuel	Safety vests, Uniforms, work boots, gloves etc...
Capital Outlay	Fuel Expense
	none



**Public Service - Storm Water
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	120,249	161,391	188,217
Contractual Services	0	0	0
Operating	21,755	31,600	32,485
Grant Expenditures	0	0	0
Capital	8,853	160,000	163,000
Totals	\$150,857	\$352,991	\$383,702



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	3	3	3

STORM WATER

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	<i>Personnel Services</i>			
10.4452.0101	Salaries & Wages	88,624	107,045	126,942
10.4452.0102	Social Security / Medicare	7,798	8,571	10,094
10.4452.0103	Regular State Retirement	13,894	17,247	22,958
10.4452.0104	Overtime	166	5,000	5,000
10.4452.0105	Health Insurance	8,938	22,812	26,397
10.4452.0108	Physical Exams	439	300	300
10.4452.0111	Deferred Comp Emplr Match	390	416	416
	TOTAL PERSONNEL SERVICES	\$ 120,249	\$ 161,391	\$ 192,107
	<i>Contractual Services</i>			
10.4452.0760	Contract Labor	-	-	-
	TOTAL CONTRACTUAL SERVICES	\$ -	\$ -	\$ -
	<i>Operating</i>			
10.4452.0602	Equipment and Maintenance	6,875	10,000	10,000
10.4452.0719	Fuel	5,305	10,000	11,000
10.4452.0401	Professional Development	32	1,000	1,000
10.4452.0603	Small Tools / Equipment	1,942	2,000	2,735
10.4452.0708	Supplies	-	100	-
10.4452.0709	Telephone	618	2,000	750
10.4452.0715	Uniform	2,468	2,000	2,500
10.4452.0713	Vehicle	4,515	4,500	4,500
	TOTAL OPERATING	\$ 21,755	\$ 31,600	\$ 32,485
10.4452.0705	<i>Capital Outlay</i>	8,853	160,000	163,000
	TOTAL CAPITAL OUTLAY	\$ 8,853	\$ 160,000	\$ 163,000
	TOTAL STORM WATER	\$ 150,857	\$ 352,991	\$ 387,592

STORM WATER BUDGET SUMMARY

The Public Service Storm Water Division consists of one Storm Water Supervisor, two Equipment Operator II that maintains the Town's storm water system.

Salaries & Wages	Salaries, Wages and Christmas Bonuses
Social Security / Medicare	Social Security and Medicare Taxes
Regular State Retirement	State Retirement
Overtime	Overtime
Health Insurance	Health insurance
Physical Exams	Physical exams for new employees and random drug screen
Professional Development	Meetings to include meeting fees, lodging and meals
Equipment and Maintenance	Equipment maintenance for storm water
Small Tools / Equipment	Shovels, brooms, rakes , FCC Radio (\$147/each - 735) etc...
Telephone	Cell phone services
Vehicle	Oil Changes, tires and preventive maintenance for Storm Water vehicles
Uniform	Safety vests, Uniforms, work boots, gloves etc...
Fuel	Fuel Expense and DEF fluid for dump truck.
Capital Outlay	E88 Bobcat Excavator and 20 Ton Trailer with air brakes.



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

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

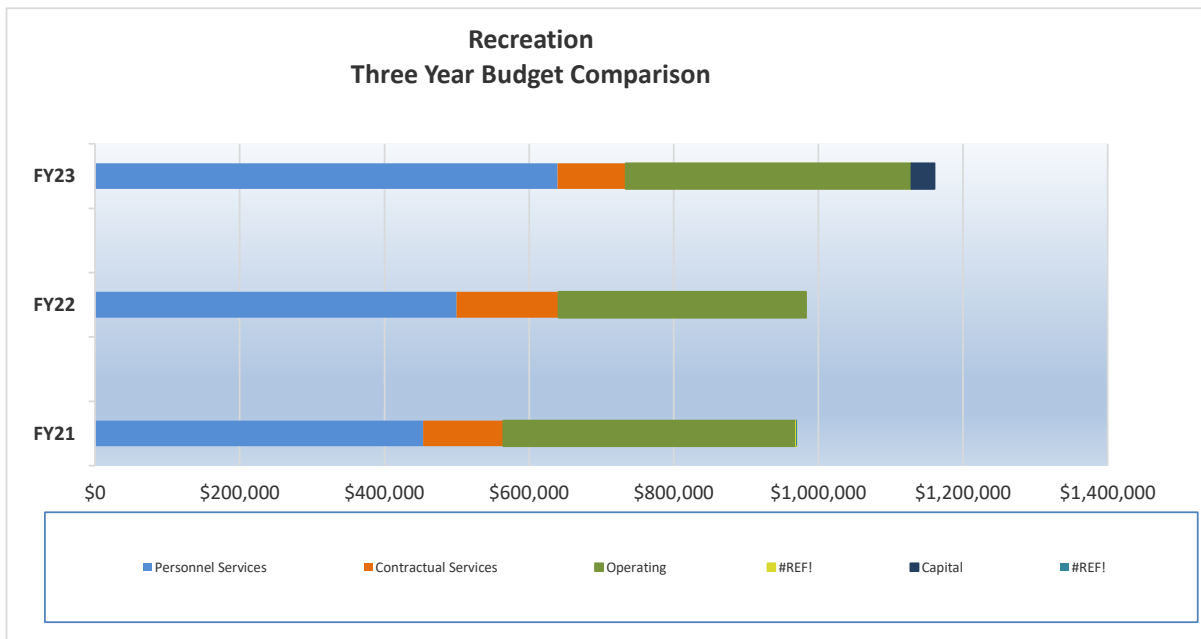
Goals

1. Add Adult Soccer
2. Add leagues for ages 15-19, soccer and/or flag football
3. Complete the Miracle League Field
4. Organize a league for the Miracle League.
5. Add a Spring Festival on Main Street to our event calendar.
6. Add programs and events for ages 3-5 years old (Cookies w/Santa, Easter Event, etc.)

**Recreation Department
Budget Summary
Budget FY23**

Comparative Budget Summary by Category

	Actual	Budget	Budget
	FY21	FY22	FY23
Personnel Services	453,602	499,874	639,540
Contractual Services	110,762	140,896	94,000
Operating	404,912	342,216	395,316
Capital	0	0	32,000
	73,118	0	127,000
Totals	\$1,042,394	\$982,986	\$1,287,856



Comparative Summary of Authorized Personnel

	FY21	FY22	FY23
Full-time employees	7	7	8

RECREATION DEPARTMENT

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
<i>Personnel Services</i>				
10.4500.0101	Salaries & Wages	325,978	345,195	428,335
10.4500.0102	Social Security / Mdicare	24,733	26,560	35,042
10.4500.0103	Regular State Retirement	50,042	52,499	69,697
10.4500.0104	Overtime	3,902	4,000	8,000
10.4500.0105	Health Insurance	48,737	63,190	90,036
10.4500.0108	Physical Exams	210	500	500
10.4500.0111	Deferred Comp Emplr Match	-	7,930	7,930
TOTAL PERSONNEL SERVICES		\$ 453,602	\$ 499,874	\$ 639,540
<i>Contractual Services</i>				
10.4500.0761	Contract Labor	63,681	88,896	35,000
10.4500.0760	Instructors	4,269	5,000	5,000
10.4500.0739	Officials	41,634	45,000	52,000
10.4500.0204	Professional Services	1,178	2,000	2,000
TOTAL CONTRACTUAL SERVICES		\$ 110,762	\$ 140,896	\$ 94,000
<i>Operating</i>				
10.4500.0702	Advertising and Promotion	1,107	3,000	1,000
10.4500.0735	Athletic Awards	4,481	6,000	5,000
10.4500.0737	Athletic Equipment	6,280	10,000	12,000
10.4500.0736	Athletic Uniforms	29,084	45,000	55,000
10.4500.0601	Building Maintenance	4,999	7,740	7,740
10.4500.0746	Camp Programs	4,734	6,000	-
10.4500.0710	Class / Camp Supplies	2,622	5,000	10,000
10.4500.0712	Computer	7,448	-	-
10.4500.0738	Concessions	58,373	60,000	63,000
10.4500.0701	Dues / Subscriptions	400	1,000	1,000
10.4500.0602	Equipment Maintenance	5,855	8,200	8,200
10.4500.0636	Field Maintenance	24,974	25,000	25,000
10.4500.0747	Franchise Fees	1,156	1,200	1,200
10.4500.0719	Fuel	6,768	5,200	6,000
10.4500.1001	Micellaneous	10,671	4,200	4,200
10.4500.0401	Professional Development	865	4,000	2,000
10.4500.1003	Sales Tax	10,547	10,800	10,800
10.4500.0741	Special Events	505	-	-
10.4500.0707	Special Permitting Fees	302	1,500	1,500
10.4500.0751	Sponsor Signs	1,740	3,000	3,000
10.4500.0708	Supplies	5,371	4,500	4,500
10.4500.0709	Telephone	12,701	11,676	11,676
10.4500.0742	Tournament	84,277	30,000	50,000
10.4500.0715	Uniform	2,080	1,200	2,000
10.4500.0501	Utilities	113,956	85,000	105,000
10.4500.0713	Vehicle	3,616	3,000	5,500
TOTAL OPERATING		\$ 404,912	\$ 342,216	\$ 395,316
10.4500.0705	<i>Capital Outlay</i>	-	-	32,000
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ 32,000
<i>Other - Events & Marketing</i>				
10.4500.2202	Advertising and Promotion	5,246	-	12,000
10.4500.2201	Professional Development	-	-	-
10.4500.2211	Retail Supplies "SWAG"	16,755	-	15,000
10.4500.2210	Special Events	51,065	-	100,000
10.4500.2208	Supplies	52	-	-
TOTAL EVENTS & MARKETING		\$ 73,118	\$ -	\$ 127,000
TOTAL RECREATION DEPARTMENT		\$ 1,042,394	\$ 982,986	\$ 1,287,856

RECREATION DEPARTMENT BUDGET SUMMARY

Recreation department consists of one full-time Recreation Director, one full-time Deputy Athletic Director, one full-time Athletic Director, one full-time Athletic Coordinator, two Equipment Operator II, one full-time Concession Stand Supervisor, several part-time Recreation Coordinators, several part-time Concession Stand Attendants, several part-time Summer Slam employees and one part-time Grounds Technician that provide recreational activities.

Salaries & Wages	Wages for the Recreation Department personnel
Social Security / Medicare	Social Security and Medicare Taxes for Recreation Department personnel
Regular State Retirement	State Retirement for the Recreation Department personnel
Health Insurance	Health Insurance for full-time Recreation Department employees
Physical Exams	Physical Exams for new hires
Professional Services	Background checks ran through SLED for coaches and volunteers
Officials	Cost of Officials for all sporting events.
Instructors	Cost of Instructors for yoga, painting and other class instructor fees
Contract Labor	One full-time & one part-time contract laborer to assist with the fields and several contracted concession stand attendants
Professional Development	Includes meetings for Events & Marketing Manager, Dixie Girls National Conference, SCRPA Conference & other meetings
Utilities	Utilities for the ballfields at the youth field & , Recreation Complex, lighting at tennis courts and Depot
Building Maintenance	Repairs and maintenance including cleaning supplies, cleaning fees and pest control for Depot
Equipment and Maintenance	Concession Stand Equipment repairs and maintenance. Five trash receptacles at Rec Complex
Field Maintenance	Paint, chalk, turf, turf tank, bases and infield clay for Youth Field and Rec Complex Field
Dues / Subscriptions	Dues and subscriptions for Recreation Department personnel
Advertising and Promotion	Advertising for sporting events, classes and camps
Special Permitting Fees	DHEC / OSHA food service permit and Fire Inspection / suppression fees.
Supplies	Registration forms and other office supplies for Events & Marketing Manager and Rec staff
Telephone	Telephone services including land lines and cell phones for personnel.
Class / Camp Supplies	Supplies for classes and camps such as games, movies, books, art supplies, etc....
Vehicle	Oil changes, tire and preventive maintenance for the vehicles, paint van
Fuel	Fuel expenses for vehicles
Athletic Awards	Awards for participants such as trophies etc....
Athletic Uniforms	Uniforms for athletic participants
Athletic Equipment	New soccer goals for 6u, 8u, and 10u, Miracle League Equipment, bases for all fields, bats, balls, nets, portable pitching mounds, etc....
Concessions	Concession supplies at the Youth Field & Recreation Complex
Tournament	Tournament costs including All Star Team uniforms, entry fees, lodging, meals, fuel and transpiration for participants. Also hosting district and state tournaments
Camp Programs	Field trip fees, bus fees and meals for summer programs
Franchise Fees	Costs for participation in Dixie programs.
Sponsorship Signs	Signs for Sponsors
Uniforms	Shirts for Staff for regular season and tournaments
Miscellaneous	Miscellaneous expenses such as credit card fees
Capital Outlay	Vehicle with decals



ABATEMENTS & IMPROVEMENTS FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 389,273	\$ 631,641	\$ (64,905)
	<i>Revenues</i>			
82.3000.1100	Donations	-	-	-
82.3000.1200	Transfer from General Fund	414,353	250,000	150,000
82.3000.1205	Transfer from ARPA			
	TOTAL REVENUES	414,353	250,000	150,000
	TOTAL REVENUES & FUND BALANCE	803,626	881,641	85,095
	<i>Expenditures</i>			
	Abatements			
82.4455.2500	Private	-	-	-
82.4455.2502	Public	30,650	10,000	10,000
	Improvements			
82.4455.2706	Mast Arms 52 & 52	57,375	-	-
82.4455.2707	Sidewalk Staining	-	-	-
82.4455.2710	Other	83,960	14,000	-
82.4455.2705	Cross walks, sidewalks and Corner improvements		125,000	-
82.4455.1410	Miracle League		728,546	-
82.4455.2715	Parks and Recreation - Study		69,000	-
	Transfers			
82.4700.1304	Transfer to - Capital Improvements Fund	-	-	-
	TOTAL EXPENDITURES	171,985	946,546	10,000
	ENDING FUND BALANCE	\$ 631,641	\$ (64,905)	\$ 75,095

BOND SINKING FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 44,607	\$ 44,398	\$ 49,032
	<i>Revenues</i>			
80.3000.0203	Interest	296	100	100
80.3000.0420	Debt Millage (3Mills)	175,473	181,350	181,350
80.3000.0421	Delinquent Debt Millage	6,971	6,500	5,000
80.3000.1210	Transfer from - General Fund	-	-	-
	TOTAL REVENUES	182,740	187,950	186,450
	TOTAL REVENUES & FUND BALANCE	227,347	232,348	235,482
	<i>Expenditures</i>			
80.4600.1002	Interest	35,949	32,316	28,616
80.4600.1665	GO Bond - Ferrar fire Truck	66,000	-	-
80.4600.1668	GO Bond - 2014 Series/Construction	81,000	151,000	155,000
	TOTAL EXPENDITURES	182,949	183,316	183,616
	ENDING FUND BALANCE	\$ 44,398	\$ 49,032	\$ 51,866

CAPITAL IMPROVEMENTS FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 13,590	\$ 14,312	\$ 14,312
	<i>Revenues</i>			
84.3000.0400	10% LOST	-	-	-
84.3000.0809	PARD Grant	25,229		
84.3000.1100	Miracle League Donations	57,894	-	-
84.3000.1105	Donations / Reimbursements			-
84.3000.1205	Transfer from General Fund	-	-	-
84.3000.1206	Transfer from -Abatements & Improvements Fund	-	-	-
84.3000.1206	Transfer from -Local Tax Fund			-
	TOTAL REVENUES	83,123	-	-
	TOTAL REVENUES & FUND BALANCE	96,713	14,312	14,312
	<i>Expenditures</i>			
84.4454.1409	Concession Stand	-	-	-
84.4454.1410	Miracle League Field	-	-	-
84.4454.1411	Public Service Building	39,563	-	-
84.4454.1412	Shade Shelter	42,838	-	-
	TOTAL EXPENDITURES	82,401	-	-
	ENDING FUND BALANCE	\$ 14,312	\$ 14,312	\$ 14,312

COMMUNITY RECREATION COMPLEX DEBT SERVICE FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 226,641	\$ 168,084	\$ 54,852
	<i>Revenues</i>			
83.3000.0201	Interest with Fiscal Agent	-	-	-
83.3000.0203	Interest Earned	5,829	150	150
83.3000.1200	Transfer In- Local Tax Fund	300,000	250,000	325,000
	TOTAL REVENUES	305,829	250,150	325,150
	TOTAL REVENUES & FUND BALANCE	532,469	418,234	380,002
	<i>Expenditures</i>			
83.4343.1600	Bond Principal	215,000	220,000	225,000
83.4343.1601	Bond Interest	149,385	143,382	137,241
83.4343.1620	Debt Service Expenditure	-	-	-
83.4343.1625	Other Financing use	-	-	-
	TOTAL EXPENDITURES	364,385	363,382	362,241
	ENDING FUND BALANCE	\$ 168,084	\$ 54,852	\$ 17,761

LOCAL TAX FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 79,060	\$ 205,085	\$ 235,635
	<i>Revenues</i>			
81.3000.0102	Penalties - Hospitality	2,394	4,000	4,000
81.3000.0203	Interest Income	1,430	550	550
81.3000.0410	Local Accommodations Tax	6,477	20,500	20,500
81.3000.0412	Local Hospitality Tax	1,270,073	1,050,000	1,100,000
	TOTAL REVENUES	1,280,374	1,075,050	1,125,050
	TOTAL REVENUES & FUND BALANCE	1,359,434	1,280,135	1,360,685
	<i>Expenditures</i>			
81.4121.0202	Trustee Fees	2,500	2,500	2,500
81.4121.0706	D & O Insurance	877	900	900
81.4121.1001	Miscellaneous	972	1,100	1,100
81.4700.1300	Transfer to General Fund	850,000	790,000	900,000
81.4700.1303	Transfer to CRC Debt Reserve	300,000	250,000	325,000
	TOTAL EXPENDITURES	1,154,349	1,044,500	1,229,500
	ENDING FUND BALANCE	\$ 205,085	\$ 235,635	\$ 131,185

SC STATE ACCOMMODATIONS TAX FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 12,510	\$ 22,973	\$ 21,723
	<i>Revenues</i>			
15.3000.0203	Interest Earned	267	50	50
15.3000.0410	Accommodations Tax	46,049	37,000	37,000
	TOTAL REVENUES	46,316	37,050	37,050
	TOTAL REVENUES & FUND BALANCE	58,826	60,023	58,773
	<i>Expenditures</i>			
15.4122.1001	Tourism Events	-	-	-
15.4122.1002	*Advertising & Promotion	-	6,000	6,000
15.4700.1301	Transfer Out - General Fund	35,853	32,300	32,300
	TOTAL EXPENDITURES	35,853	38,300	38,300
	ENDING FUND BALANCE	\$ 22,973	\$ 21,723	\$ 20,473

*Advertising & Promotion - Chamber of Commerce

STORMWATER UTILITIES FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 156,360	\$ 209,238	\$ 143,247
	<i>Revenues</i>			
62.3000.0400	Stormwater Fees	466,643	477,000	507,000
62.3000.0401	Stormwater Permits	37,075	15,000	15,000
62.3000.0203	Interest	3,534		
	TOTAL REVENUES	507,252	492,000	522,000
	TOTAL REVENUES & FUND BALANCE	663,612	701,238	665,247
	<i>Expenditures</i>			
62.4452.0204	Contractual Services - Engineering	143,036	130,000	120,000
62.4452.0208	Contractual Services - System Repair	23,262	75,000	40,000
62.4452.1001	Miscellaneous	685		
62.4452.1300	Transfer to GF - Public Service	287,391	352,991	387,592
62.4452.1300	Transfer to GF- Community Development	-	-	63,591
	TOTAL EXPENDITURES	454,374	557,991	611,183
	ENDING FUND BALANCE	\$ 209,238	\$ 143,247	\$ 54,064

VICTIMS ADVOCATE FUND

Account No.	Classification of Expenditures	Audited FY 21	Budgeted FY 22	Adopted FY 23
	Beginning Fund Balance	\$ 6,944	\$ 10,214	\$ 7,964
	<i>Revenues</i>			
17.3000.0502	Victim's Rights Revenues	9,336	7,500	7,500
17.3000.1201	Transfer In - GF		-	-
	TOTAL REVENUES	9,336	7,500	7,500
	TOTAL REVENUES & FUND BALANCE	16,280	17,714	15,464
	<i>Expenditures</i>			
17.4312.0401	Professional Development	150	1,200	1,200
17.4312.0708	Supplies	-	250	250
17.4312.0709	Telephone	265	300	300
17.4312.0713	Vehicle Expense	4,104	2,500	2,500
17.4312.0719	Fuel Expense	1,415	1,500	1,500
17.4312.1001	Court Expenses	132	4,000	4,000
	TOTAL EXPENDITURES	6,066	9,750	9,750
	ENDING FUND BALANCE	\$ 10,214	\$ 7,964	\$ 5,714

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, supplies, 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, and supplies. 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, 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.

Information Technology Department

The Information Technology Department is only made up of one full time employee, chances of employee seeking other employment is not probable, so other budget restraints will be more realistic. The IT department can also reduce expenses in other line items such as professional development, computer expenses and capital outlay. Conservative spending could result in a 2% 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, 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 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, supplies, 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, supplies and uniform. This leads to a cumulative 14% reduction.

Fire Department

In Phase Two the department would forgo acceptance of the FEMA Assistance to AFG structure fire turnouts and multi threat vests 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.

Information Technology Department

As in Phase I, the IT Department would decrease professional development and computer expenses. If and when the economy slows, budget restraints will be administered a little more heavily, leading to a cumulative 3% reduction in expenditures.

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 three 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 departments 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

Information Technology Department

Phase III, the IT Department would halt all capital outlay projects along with more conservative spending than that of Phase I and Phase II. This results in a cumulative 5% 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 positions. 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