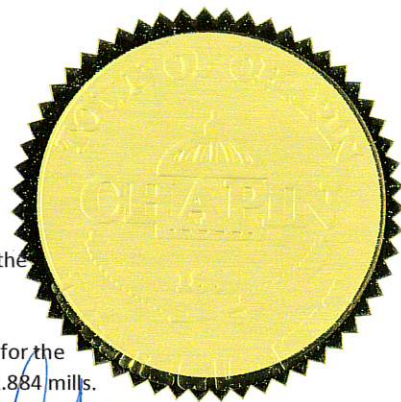


ORDINANCE NUMBER Ord. #013-12-2019

An ordinance to establish the General Operations, Hospitality Tax and Enterprise/Utilities Budget for 2020 for the Town of Chapin and to provide for a General Property Tax of 12.884 mills.

The Chapin Town Council hereby adopt the following 2020 General Operations Budget, Hospitality Tax Budget for the addition of a 2% Hospitality Tax and Enterprise/Utilities Budget while maintaining a General Property Tax of 12.884 mills.



First Reading: November 5, 2019

Mayor: [Signature]

Public Hearing: December 3, 2019

Attest: [Signature]

Final Reading: December 3, 2019

General Operations Budget for Calendar Year 2020

REVENUES	2019 BUDGET	2020 BUDGET
Real Property Taxes	\$ 135,000.00	\$ 160,000.00
Homestead Exemption	\$ 4,000.00	\$ 4,000.00
Vehicle Taxes	\$ 10,000.00	\$ 10,000.00
Broker Taxes	\$ 36,000.00	\$ 27,000.00
Misc. Taxes	\$ 4,150.00	\$ 4,150.00
Business License Fees	\$ 650,000.00	\$ 400,000.00
Franchise Fees	\$ 242,200.00	\$ 255,000.00
ITCP/TTCP	\$ 485,000.00	\$ 525,000.00
State Shared Revenue	\$ 34,800.00	\$ 35,100.00
Fines & Forfeitures	\$ 69,500.00	\$ 64,500.00
Prayer Breakfast	\$ 3,200.00	\$ 3,200.00
Interest Income	\$ 1,000.00	\$ 790.00
Misc. (Rents, Permits)	\$ 51,400.00	\$ 50,260.00
Festival & Parade Income	\$ 25,000.00	\$ 25,000.00
Grant Income	\$ -	\$ -
PROCEEDS FROM SALE OF ASSETS	\$ 2,500.00	\$ 5,000.00
USE OF FUND BALANCE	\$ -	\$ -
TRANSFERS IN	\$ 56,400.00	\$ 56,400.00
TOTAL REVENUES	\$ 1,810,150.00	\$ 1,625,400.00

EXPENDITURES		
MAYOR & TOWN COUNCIL		
Salaries	\$ -	\$ -
Salary - Mayor	\$ 14,200.00	\$ 14,200.00
Salaries - Town Council	\$ 8,000.00	\$ 8,000.00
Payroll Taxes	\$ 1,698.30	\$ 1,698.30
Health Insurance	\$ -	\$ 5,234.40
Retirement	\$ 3,011.82	\$ 2,895.62
Unemployment Expense	\$ 147.40	\$ 147.40
Legal Expense	\$ 26,000.00	\$ 27,500.00
Meetings/Conf./Training	\$ 3,000.00	\$ 3,000.00
Contingency	\$ -	\$ -
Telephone	\$ -	\$ -
Sponsorships	\$ -	\$ -
Dues, Subscriptions, Fees	\$ 150.00	\$ 150.00

Misc.	\$	1,800.00	\$	7,300.00
TOTAL TOWN COUNCIL	\$	58,007.52	\$	70,125.72

ADMINISTRATION

Salaries	\$	276,698.20	\$	221,624.52
Payroll Taxes	\$	21,052.68	\$	16,862.48
Health Insurance	\$	40,990.56	\$	43,179.36
Retirement	\$	41,032.05	\$	35,069.55
Insurance Workmans Comp	\$	1,600.00	\$	1,600.00
Unemployment Expense	\$	469.00	\$	375.20

PROFESSIONAL SERVICES

Central Midlands COG	\$	2,000.00	\$	-
Auditor	\$	9,000.00	\$	9,000.00
MuniCode	\$	3,400.00	\$	5,380.00
Economic Development Strategic Plan	\$	-	\$	-
Comprehensive Plan	\$	-	\$	30,000.00

OPERATING EXPENSES

Utilities/Building/Upkeep

Electricity/Water	\$	24,800.00	\$	24,940.00
Building & Grounds	\$	5,500.00	\$	5,500.00
Internet/Web Services	\$	9,200.00	\$	6,205.00
Cable	\$	-	\$	280.00
Channel 2 service	\$	-	\$	-
Telephone	\$	5,200.00	\$	5,000.00
Debt Service	\$	125,908.20	\$	125,908.20
Amortization	\$	-	\$	-
Current Year Budget Reserve Fund (Restricted)	\$	-	\$	-
Awareness, Promotion and Advertising	\$	3,600.00	\$	4,000.00
Community Events and Promotions	\$	22,000.00	\$	20,500.00
Dues, Subscriptions and Fees	\$	2,250.00	\$	2,300.00
Security Services	\$	730.00	\$	800.00
Temporary Labor	\$	-	\$	-
Training	\$	7,000.00	\$	7,000.00

OFFICE SUPPLIES

Postage/Mailing	\$	1,500.00	\$	1,500.00
Equipment Rental	\$	1,860.00	\$	1,200.00
Copier Supplies/Maintenance	\$	1,800.00	\$	2,040.00
Computer Maint./Software	\$	8,198.00	\$	10,200.00
Insurance Build/Tort Bond	\$	14,630.00	\$	13,630.00
General Office Supplies	\$	6,500.00	\$	6,500.00
Equipment/Furniture	\$	1,500.00	\$	2,400.00

MISC OPERATING EXPENSES

Lexington Co. Tax Billing	\$	3,400.00	\$	3,500.00
Professional/Technical	\$	10,000.00	\$	-
Cleaning Svc/Other Misc	\$	7,405.00	\$	7,405.00
Chamber of Commerce	\$	5,000.00	\$	5,000.00
Contributions	\$	8,500.00	\$	3,500.00
Misc Operating Expenses	\$	13,227.07	\$	5,426.64

SUBTOTAL ADMINISTRATION	\$	685,950.76	\$	627,825.95
TOTAL ADMINISTRATION	\$	743,958.28	\$	697,951.67

MUNICIPAL COURT

PERSONNEL SERVICES

Staff Salaries/Bonus	\$	47,090.02	\$	48,489.18
Payroll Taxes	\$	3,579.44	\$	3,686.47
Health Insurance	\$	7,110.00	\$	7,656.96
Retirement	\$	6,976.39	\$	7,666.90
Insurance Workmans Comp	\$	300.00	\$	300.00
Unemployment Expense	\$	93.80	\$	93.80
Municipal Judge	\$	22,600.00	\$	23,470.00
Professional Services (Legal)	\$	29,250.00	\$	24,500.00
Jurors	\$	-	\$	1,600.00
Audit Fees	\$	1,000.00	\$	1,000.00
Contract & Temporary Labor	\$	650.00	\$	650.00
Insurance Build/Tort Bond	\$	100.00	\$	150.00
Training	\$	1,200.00	\$	1,500.00
Operating Expenses	\$	7,770.00	\$	9,575.00
Equipment Rental	\$	1,300.00	\$	1,000.00
Remittance to State	\$	42,000.00	\$	40,000.00
Victims Assistance	\$	4,500.00	\$	4,500.00
Other	\$	-	\$	-

TOTAL MUNICIPAL COURT \$ **175,519.65** \$ **175,838.31**

PUBLIC WORKS**Building Grounds Maint.**

Salaries/Overtime/Bonus	\$	30,746.31	\$	30,456.54
Payroll Taxes	\$	2,283.24	\$	2,261.08
Health Insurance	\$	4,703.76	\$	5,072.64
Retirement	\$	4,450.08	\$	4,702.45
Insurance Workmans Comp	\$	3,500.00	\$	3,500.00
Unemployment Expense	\$	93.80	\$	93.80
Insurance	\$	1,500.00	\$	1,800.00
Landscaping Services	\$	-	\$	-
Building Maintenance	\$	5,500.00	\$	5,500.00
Maintenance Agreements - HVAC	\$	1,600.00	\$	1,600.00
Operating Expenses	\$	-	\$	-
Beaufort St Water/Electric	\$	43,980.00	\$	43,500.00

TOTAL PUBLIC WORKS \$ **98,357.19** \$ **98,486.51**

PUBLIC SAFETY/POLICE DEPT.**Personnel Services**

Salaries/Bonus	\$	390,741.74	\$	334,223.84
Overtime	\$	10,500.00	\$	13,020.00
Payroll Taxes	\$	30,534.34	\$	26,426.45
Health Insurance	\$	68,133.96	\$	55,908.96
Retirement	\$	69,211.18	\$	63,354.40
Insurance Workmans Comp	\$	26,000.00	\$	22,000.00
Unemployment Expense	\$	656.60	\$	562.80

TOTAL PERSONNEL \$ **595,777.82** \$ **515,496.45**

POLICE OPERATING COSTS**Operating Expenses**

Car/Tort/Honesty/Legal Ins.	\$	18,000.00	\$	20,000.00
Gas/Oil	\$	16,000.00	\$	14,000.00
Uniform & Equipment	\$	4,000.00	\$	4,000.00
Vehicle Maintenance	\$	10,000.00	\$	13,000.00

Membership/Dues	\$	500.00	\$	500.00
Advertising/Promotion	\$	400.00	\$	400.00
Office Supplies	\$	2,500.00	\$	2,500.00
Postage	\$	500.00	\$	500.00
Printing Expense	\$	600.00	\$	530.00
Police Travel	\$	-	\$	-
Phones & Pagers	\$	11,000.00	\$	9,200.00
Officer Training	\$	7,000.00	\$	7,000.00
Maintenance Agreements	\$	250.00	\$	250.00
Equipment Rental	\$	1,400.00	\$	1,000.00
Equipment Purchase/Replace	\$	41,000.00	\$	18,460.00
Computers & Office Equipment	\$	7,000.00	\$	7,000.00
Software	\$	4,500.00	\$	4,500.00
Miscellaneous	\$	1,000.00	\$	1,000.00
Firing Range	\$	1,000.00	\$	1,000.00
SUBTOTAL OPERATING	\$	126,650.00	\$	104,840.00
TOTAL POLICE	\$	722,427.82	\$	620,336.45
TOTAL PUBLIC SAFETY	\$	722,427.82	\$	620,336.45
CAPITAL OUTLAY: ESTIMATED				
Vehicles - Police	\$	36,787.06	\$	7,787.06
Building	\$	8,100.00		
Park - Walking Trails behind Town Hall	\$	-		
Town Hall Entrance	\$	-		
Archiving solution - paperless	\$	-		
Streets/Improvements	\$	25,000.00	\$	25,000.00
Land - Bike/Pedestrian Path	\$	-		
Grant Local Match	\$	-		
TOTAL CAPITAL OUTLAY	\$	69,887.06	\$	32,787.06
TOTAL EXPENSES	\$	1,810,150.00	\$	1,625,400.00

Hospitality Tax Budget for Calendar Year 2020

REVENUES	2019 BUDGET	2020 BUDGET
Local Hospitality Tax	\$ -	\$ 340,000.00
TOTAL REVENUES	\$ -	\$ 340,000.00
 EXPENDITURES		
Christmas Decorations	\$ -	\$ 10,000.00
Marketing	\$ -	\$ 5,000.00
Road Enhancement Project	\$ -	\$ 300,000.00
Sidewalks/Beaufort Street	\$ -	\$ 25,000.00
TOTAL EXPENDITURES	\$ -	\$ 340,000.00

Enterprise/Utilities Operations Budget for Calendar Year 2020

REVENUES	2019 BUDGET	2020 BUDGET
7000 - Application Fees	\$ 14,000.00	\$ 14,000.00
7001 - Carolina Water	\$ 27,000.00	\$ 27,000.00
7004 - Income W/S Billings	\$ 2,540,000.00	\$ -
7004a - Income Sewer Billings (Includes Capital)	\$ -	\$ 2,364,000.00
7005- Income W/S Billings - Capital	\$ 646,000.00	\$ -
7005a - Income Water Billings	\$ -	\$ 982,000.00
7008 - Sewer Inspections	\$ 5,000.00	\$ 6,000.00
7009- Sewer Tap Fees	\$ 700,000.00	\$ 663,000.00
7010 - Interest Income	\$ 10,000.00	\$ 20,000.00
7014 - Water Meter Purchase	\$ 21,000.00	\$ 21,000.00
7015 - Water Tap Fees	\$ 67,000.00	\$ 96,000.00
7016 - Transfer In from Fund Balance	\$ -	\$ -
7017 - Town Hall Const. Loan Repayment	\$ 67,000.00	\$ 67,000.00
7020 - Miscellaneous Income	\$ 3,000.00	\$ 3,000.00
TOTAL PROJECTED REVENUE	\$ 4,100,000.00	\$ 4,263,000.00

EXPENDITURES	2019 BUDGET	2020 BUDGET
6000 - Bad Debt Expense	\$ 4,000.00	\$ 4,000.00
6001 - Utility Dept. Office Rental Exp.		
6383 - Insurance (Building)	\$ 550.00	\$ 550.00
6430 - Electric & Utilities (Elect)	\$ 6,800.00	\$ 6,800.00
6430 - Electric & Utilities (Water)	\$ 2,000.00	\$ 2,000.00
6476 - Telephone	\$ 1,250.00	\$ 1,250.00
6690 - Rent	\$ 56,400.00	\$ 56,400.00
Total 6001 - Utility Dept. Office Rental Exp.	\$ 67,000.00	\$ 67,000.00
6002 - Capital Replacement/Improvement		
60021 - Non Capital under \$5000.00	\$ 40,600.00	\$ 32,100.00
60022 - Furniture and Fixtures	\$ -	\$ -
60025 - Automotive Equipment	\$ 23,500.00	\$ 66,000.00
60027 - Heavy Equipment	\$ 173,000.00	\$ 74,000.00
60028 - Construction	\$ 154,000.00	\$ 181,000.00
60029 - Equipment Replacement	\$ 149,000.00	\$ 125,000.00
60030 - Computer Software	\$ -	\$ -
60031 - Computer Hardware	\$ -	\$ -
60032 - Professional Services - Capital Project	\$ 40,000.00	\$ 40,000.00
60033 - Capital Improvement Reserve Fund	\$ 646,000.00	\$ -
Total 6002 - Capital Replacement/Improvement	\$ 1,226,100.00	\$ 518,100.00
6003 - Chemicals	\$ 220,000.00	\$ 320,000.00
6004 - Collection Agency Fee	\$ 2,000.00	\$ 2,000.00
6180 - Contributions	\$ -	\$ -
6200 - Depreciation	\$ -	\$ -
6201 - Current YR Budget Reserve Fund (Restricted)	\$ 40,000.00	\$ 40,000.00
6210 - Debt Service	\$ -	\$ 621,000.00
6220 - Dues and Subscriptions	\$ 1,600.00	\$ 1,600.00
6225 - Easement Compensation	\$ 7,800.00	\$ 4,000.00
6230 - Equipment Maintenance	\$ 6,500.00	\$ 6,500.00
6245 - Truck Maintenance	\$ 14,000.00	\$ 14,000.00
6383 - Insurance W/S	\$ 55,000.00	\$ 55,000.00

6420 - Contract Operating Fees	\$	4,000.00	\$	4,000.00
6430 - Electric & Utilities	\$	175,000.00	\$	200,000.00
6445 - Fuel	\$	27,845.00	\$	28,000.00
6446 - Generator Service Agreement	\$	14,000.00	\$	14,000.00
6447 - Grass Cutting	\$	2,000.00	\$	-
6450 - Instrument Calibration	\$	2,400.00	\$	4,000.00
6460 - Lab Analysis	\$	28,000.00	\$	28,000.00
6470- Operating Supplies	\$	150,000.00	\$	150,000.00
6475 - Repairs by Outside Contractors	\$	300,000.00	\$	277,487.00
6476 - Telephone	\$	28,000.00	\$	28,000.00
6477 - Training	\$	7,000.00	\$	7,000.00
6478 - Internet Service Provider	\$	2,800.00	\$	4,000.00
6479 - SCDHEC Well Monitoring	\$	25,000.00	\$	25,000.00
6480 - Waste Disposal	\$	7,000.00	\$	9,000.00
6490 - Water Purchase from C/Cola	\$	544,500.00	\$	538,800.00
6500 - Water Tank Maintenance Contract	\$	12,000.00	\$	12,000.00
6530 - Miscellaneous	\$	-	\$	-
	\$	1,676,445.00	\$	2,393,387.00
6600 - Personnel				
66100 - Salaries	\$	730,051.00	\$	832,782.00
66200 - FICA	\$	55,850.00	\$	63,708.00
66300 - Retirement	\$	95,051.00	\$	117,836.00
66400 - Health & Dental Ins.	\$	82,178.00	\$	102,231.00
66500 - Overtime	\$	18,460.00	\$	18,459.00
66600 - Part-time	\$	10,765.00	\$	-
66700 - Bonus	\$	3,600.00	\$	4,500.00
66800 - Unemployment Taxes	\$	1,200.00	\$	1,200.00
66900 - Performance Based Pay	\$	-	\$	20,497.00
Total Personnel	\$	997,155.00	\$	1,161,213.00
6620 - Uniforms	\$	6,000.00	\$	6,000.00
6650 - Accounting Fees	\$	8,000.00	\$	8,000.00
6660 - Legal Fees	\$	15,000.00	\$	15,000.00
6665- Permits and Licenses	\$	4,000.00	\$	4,000.00
6680 - Engineering Fees	\$	16,000.00	\$	10,000.00
66900 - Reconciliation Discrepancies	\$	1,000.00	\$	-
	\$	50,000.00	\$	43,000.00
6700 - Operational Expense				
6701- Bank Analysis Charge	\$	8,000.00	\$	8,000.00
6704 - Returned Check	\$	1,000.00	\$	1,000.00
Total 6700 Operational Expense	\$	9,000.00	\$	9,000.00
6750 - Office Expense				
6751 - Self mailers/Printing	\$	2,000.00	\$	2,000.00
6755 - Advertising	\$	4,000.00	\$	4,000.00
6765 - Computer Hardware	\$	5,000.00	\$	6,000.00
6770 - Computers & Printers Equipment	\$	4,000.00	\$	4,000.00
6775 - Handheld Software Maintenance	\$	1,800.00	\$	1,800.00
6777 - Printing & Copier Expense	\$	4,000.00	\$	4,000.00
6780 - Supplies	\$	5,000.00	\$	5,000.00
6785 - Software Maintenance	\$	6,000.00	\$	6,000.00
6787 - Postage	\$	28,000.00	\$	28,000.00
6790 - Repair/Service Calls	\$	1,100.00	\$	1,100.00
6795 - Credit Card Fees	\$	5,000.00	\$	1,000.00
6800 - Other	\$	-	\$	-
6750 - Office Expense - Other	\$	-	\$	-
Total 6750 - Office Expense	\$	65,900.00	\$	62,900.00

6900 - Travel & Entertainment			
6905 - Lodging	\$	3,000.00	\$ 3,000.00
6920 - Meals	\$	600.00	\$ 600.00
6930 - Travel	\$	800.00	\$ 800.00
Total 6900 Travel & Entertainment	\$	4,400.00	\$ 4,400.00
TOTAL EXPENSES	\$	4,100,000.00	\$ 4,263,000.00

Total Combined General Operations, Hospitality Tax and Enterprise/Utilities Budget for Calendar Year 2020

TOTAL REVENUE	\$	5,910,150.00	\$ 6,228,400.00
TOTAL EXPENSES	\$	5,910,150.00	\$ 6,228,400.00