

**CHAPIN TOWN COUNCIL
REGULAR MEETING AGENDA
Council Chambers, Chapin Town Hall
March 21, 2023
6:00 p.m.**

Call to Order and Determine Quorum

Statement of Freedom of Information Act Compliance

Invocation and Pledge of Allegiance

Public Hearings

1. Presentation: Access license agreement between the Town of Chapin and School District Five of Lexington and Richland Counties for purposes of conducting a feasibility study and expenditure of funds
 - i. Public Comments
 - ii. Comments by Town Council

Mayor's Announcements

Proclamations

2. Chapin Garden Club Day

Review and Acceptance of Minutes

3. February 21, 2023 Executive Session Minutes
4. February 21, 2023 Meeting Minutes
5. February 28, 2023 Special Called Meeting Minutes

Public Comments Related to Agenda Items

Reports

6. Town Administrator Report
7. Financial Report
8. Police Report
9. Utility Report

Old Business

10. **Second Reading:** Ordinance authorizing an access license agreement between the Town of Chapin and School District Five of Lexington and Richland Counties for purposes of conducting a feasibility study and expenditure of funds

New Business

11. Resolution: Allocating funds for master plan and feasibility study under the American Rescue Plan Act Fund

Adjourn

CHAPIN TOWN COUNCIL MEETING
PUBLIC COMMENT POLICY
PROCEDURE:

Persons wishing to make public comments concerning any municipal matter, except for personnel and contractual matters, shall first sign in with the Municipal Clerk before the meeting and provide the following information:

1. Name, Address, and Contact Information;
2. Topic of Public Comment; and
3. Indicate whether a Chapin Resident, Chapin Water/Sewer Customer, or Reside in the Chapin Water/Sewer District.

Comments are limited to two (2) minutes per person and no personal or verbal attacks will be entertained. The Council is interested in hearing your concerns, but speakers should not expect action or deliberation on subject matter brought up during any Public Comments on the agenda. Topics requiring further investigation may be referred to Town Staff and may be scheduled for a future agenda.

DEFINITIONS:

Chapin Resident: Reside in Town limits.

Chapin Water/Sewer Customer: Customer of the designated Chapin Water/Sewer District - Including an owner or operator of a local business.

Reside in Chapin Water/Sewer District: Reside in the designated Chapin Water/Sewer District – Area of Lexington County north of Lake Murray.

APPEARANCE OF CITIZENS

Town Code 2.212 – Any citizen of the Town shall be entitled to be placed on the agenda of any regular meeting to discuss any municipal matter, except for personnel and contractual matters. Persons desiring to be placed on the agenda shall notify the Municipal Clerk not less than a week prior to the meeting. The request shall be in writing stating the reason therefor.



Mayor's Proclamation

“Chapin Garden Club Day”

March 23, 2023

Whereas, the Chapin Garden Club is a non-profit volunteer organization; and

Whereas, garden clubs work to study in all its aspects: the art of gardening, to encourage environmental improvement through civic development, beautification, restoration, and the protection of natural resources; and to assist in educating the youth of our town and state in the area of garden club activity; and

Whereas, since its inception March 23, 1938, the members of the Chapin Garden Club have volunteered countless hours to learning the latest gardening techniques, and to inform others about the benefits of gardening, as well as spearheading numerous special projects to benefit not only Chapin but also surrounding areas; and

Whereas, the Chapin Garden Club is a member of the Garden Club of South Carolina, Inc., and the National Garden Clubs, Inc., and

Whereas, this year, the Chapin Garden Club celebrates its 85th Anniversary on March 23; and

Whereas, the Mayor, Town Council, staff and citizens of Chapin wish to express their sincere appreciation for the important contributions made by the Chapin Garden Club throughout the years.

Now, Therefore, I, Al Koon, Mayor of the Town of Chapin, in the State of South Carolina do hereby proclaim and declare March 23, 2023 “Chapin Garden Club Day” honoring the members of the Chapin Garden Club for their dedicated efforts to beautify our Town and make it an even better place to live, work, and visit.

Given under my signature and the seal of the Town of Chapin, South Carolina,
this 21st day of March, 2023.

Mayor Albert Koon, Jr.
Town of Chapin, South Carolina

**CHAPIN TOWN COUNCIL
EXECUTIVE SESSION MEETING MINUTES**

**Tuesday, February 21, 2023
5:00 p.m.**

Council Chambers

Members Present: Mayor Al Koon, Mayor Pro Tem Mike Clonts, Council Member Gregg White, Council Member Vicky Shealy

Members Absent: Council Member Leland Teal

Staff Present: Town Administrator Nicholle Burroughs and Town Clerk Shannon Bowers

Call to Order: Mayor Koon called the meeting to order at 5:02 p.m. Mayor Koon then determined there was a quorum and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Council Member Shealy moved to enter executive session for the discussion of contract negotiations incident to proposed contractual arrangements for the former school property, pursuant to SC Code Section 30-4-70 (a)(2). Council Member White seconded the motion. Council entered executive session at 5:03 p.m.

Council Member White moved to return from executive session. Council Member Mayor Pro Tem Clonts seconded the motion. Council returned from executive session at 5:50 p.m.

Adjournment: Council Member White moved to adjourn the meeting. Mayor Pro Tem Clonts seconded the motion. Meeting was adjourned at 5:50 p.m.

COUNCIL APPROVED: _____

Albert R. Koon, Jr., Mayor

ATTEST: _____
Shannon Bowers, Town Clerk

**CHAPIN TOWN COUNCIL
RESCHEDULED REGULAR MEETING MINUTES**

**Tuesday, February 21, 2023
6:00 p.m.**

Council Chambers

Members Present: Mayor Al Koon, Mayor Pro Tem Mike Clonts, Council Member Gregg White, Council Member Vicky Shealy

Members Absent: Council Member Leland Teal

Staff Present: Finance Director Laura Culler, Utilities Director Karalyn Miskie, Town Administrator Nicholle Burroughs, Police Chief Thomas Griffin, and Town Clerk Shannon Bowers

Guests: Tony McCall - American Legion Post 193, Tim Hanley

Call to Order: Mayor Koon called the meeting to order at 6:02 p.m. Mayor Koon then determined there was a quorum and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Invocation and Pledge

Tony McCall with American Legion Post 193 led the Pledge of Allegiance and Tim Hanley gave the invocation.

Public Hearings

Mayor Koon opened the public hearings at 6:07 p.m.

Land Lease agreement for real property between the Town of Chapin and Tarpon Towers for the purpose of installing, constructing, and maintaining one telecommunications monopole: Administrator Burroughs explained the process of working with Tarpon Towers for a communications tower in Chapin. The Board of Zoning Appeals (BZA) has reviewed and granted a special exception use for the tower, on the condition that the plans be altered slightly to accommodate a 22ft oak tree on the site of the communications tower. She also noted that plans originally were to include the creating of a dog park, but Council did not feel that was a profitable avenue at this time. The terms of the communications tower would be for a minimum of 26 years with a maximum of 35 years, subject to rent negotiations after 25 years.

Public Comments: There were no public comments.

Comments by Town Council: There were no comments by Town Council.

Amendment to the FY 2023 Municipal Budget establishing a budget to provide for the future expenditure of ARPA Funds: Administrator Burroughs explained the ordinance amending the FY 2023 Budget to establish a budget and provide for the future expenditure of ARPA Funds. The full amount of the remainder of the ARPA Funds will be allocated in the 2023 budget and expenditures will go before council in the form of a resolution, to provide better traceability and transparency into how the ARPA funds are spent. She noted that funds would need to be committed by 2024 and spent by 2026.

Public Comments: There were no public comments.

Comments by Town Council: There were no comments by Town Council.

Mayor Koon closed the public hearings at 6:11 p.m.

Mayor's Announcements

Mayor Koon did not have any new announcements at this meeting.

Review and Acceptance of Minutes

Council reviewed the January 24, 2023 rescheduled regular meeting minutes and February 2, 2023 special called meeting minutes. Council Member White moved to accept the January 24, 2023 minutes as presented. Council Member Shealy seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

Council Member White moved to accept the February 2, 2023 special called minutes as presented. Council Member Shealy seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

Public Comments Related to Municipal Matters

There were no public comments.

Reports

Town Administrator's Report: Administrator Burroughs updated Council on several items that included:

- Oyster Roast: Has been suspended for 2023 due to scheduling challenges
- The Mayor's Prayer Breakfast will be held on April 21, 2023 at Town Hall, Charlie Bedenbaugh will be the speaker
- Community Service Day will be April 22
- Historical Town Hall renovations continue, work currently taking place on the interior.
- Beaufort Street sidewalk project bid openings will be at 2:00 p.m. on February 24. The project is being broken into 3 phases, staff found this to be the most cost effective and least intrusive to the businesses located on Beaufort Street.
- Staff and Mayor attended an economic development workshop hosted by Lexington County. Administrator Burroughs thanked Sarah Johnson and Charlie Wessinger for their work in coordinating the effort.
- Communications Specialist position is still open, several staff members attended trainings in the last month, and the utility department won an award by HGB Engineering for the design of the waste water treatment plant.

Financial Report: Director Culler reported the general fund revenue YTD as of the end of January 2023 was \$90,210.00 and the expenses YTD were \$120,672.00. Expenses exceeded Revenue by \$30,462.00. The revenue from Business Licenses as of the end of January was \$2,001.10. Director Culler noted that the business license portal went live on February 2, and 13 businesses have applied since then.

The Hospitality Tax fund YTD was \$1,730,820.00 as of the end of January. The ARP fund balance is \$709,119.86 as of the end of January.

The Utility fund Revenue through the end of January was \$409,451.00 and expenses YTD \$544,776.00. Expenses exceeded Revenue by \$135,325.00.

Director Culler also noted that the auditors will be at town hall March 6 to begin the audit process. Council enquired about new accounting software to which Director Culler reported that once the audit process is complete, she will be exploring options for new software.

Police Report: Chief Griffin updated Council on police department activities. There were 42 offenses, 14 assisting other agency reports (calls outside the departments jurisdiction, mainly Lexington County), 42 tickets, 70 warning citations, 7 arrests, 10 motor vehicle collisions, 160 officer-initiated contacts, and 81 calls for service from Lexington County reported.

Chief Griffin noted that Officer David Fairbanks has joined the department, with 13 years of experience. He comes from Richland County, but took a year off. Because of that he will have to go through further training at the police academy before coming on board with the department. He also updated council on an incident where a 14-year-old went missing from the Chapin area. Because of the partnerships with state and local agencies, they were able to locate the individual and return them home. Chief Griffin also reported that five officers have recently completed a federal active shooter training program and the annual officer banquet will be held March 29.

Utilities Report: Director Miskie provided council with an update on the written report submitted, which included:

- Staff met with SCDHEC to get the Lagoon closeout/closure project back into a Lagoon Closure submittal versus a Land Application Permit and bid documents are being reviewed by RIA. Staff received comments on 2/21 and will be advertising bids in the coming weeks.
- The Indian Cove Sewer Force Main has been installed and the Town will submit to SCDHEC for a permit to operate. It will be left to individual homeowners to install their individual systems.
- Awaiting SCIIP grant award winners, should know something by the end of March
- Town staff attended a preconstruction meeting to discuss the Tech Park force main relocation for the new entrance/exit ramp for the I26 project.
- The Town has advertised for bids for the Beaufort Street sidewalk project and landscaping upgrades. Bids are scheduled to be opened on February 24, 2023.
- The Chapin Waste Water Treatment Plant was a national finalist for the American Council of Engineering Companies, Engineering Excellence Awards. The project will be considered for a national award in Washington DC.
- Utility staff worked overtime recently to fix force main breaks on Water Oak Trail, Old Lexington Highway, and Whitewater Subdivision.

Old Business

Second Reading: Mayor Pro Tem Clonts made the motion approving the second reading of the ordinance authorizing the land lease agreement for real property between the Town of Chapin and Tarpon Towers for the purpose of installing, constructing, and maintaining one telecommunications monopole. Council Member Shealy seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

Second Reading: Council Member Shealy made the motion approving the second reading of the ordinance amending the 2023 Municipal Budget establishing a budget to provide for the future expenditure of ARPA funds. Mayor Pro Tem Clonts seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

New Business

First Reading: Council Member White made the motion approving the first reading of the ordinance authorizing an access license agreement between the Town of Chapin and School District Five of Lexington and Richland Counties for purposes of conducting a feasibility study and expenditure of funds. Council Member Shealy seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

Before moving to the next agenda item, Mayor Koon acknowledged school board member Katherine Huddle and thanked the board for the drafted agreement to continue finalizing the agreement.

Resolution: Administrator Burroughs mentioned that in previous meetings, a resolution would be brought before council each time ARPA funds were to be spent. Funds in this resolution were already approved at the January 24, 2023 meeting, but staff wanted to track that approval with the prescribed resolution. Council Member White moved to approve resolution no. 001-02-2023 Allocating Police Expenditures under the American Rescue Plan Act. Mayor Pro Tem Clonts seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes
Mayor Pro Tem Mike Clonts:	Yes
Council Member Gregg White:	Yes
Council Member Vicky Shealy:	Yes

Adjournment: Mayor Pro Tem Clonts made a motion to adjourn the meeting. Council Member White seconded the motion. Meeting was adjourned at 6:42 p.m.

COUNCIL APPROVED: _____

Albert R. Koon, Jr., Mayor

ATTEST: _____
Shannon Bowers, Town Clerk

DRAFT

**CHAPIN TOWN COUNCIL
SPECIAL CALLED MEETING – STRATEGIC PLANNING SESSION
SALUDA SHOALS PARK – RIVER CENTER**

**Tuesday, February 28, 2023
9:30 a.m.**

Members Present: Mayor Al Koon, Mayor Pro Tem Mike Clonts, Council Member Gregg White, Council Member Vicky Shealy, Council Member Leland Teal

Staff Present: Town Administrator Nicholle Burroughs and Town Clerk Shannon Bowers

Meeting Facilitator: Holly Hayes, ISI Consulting

Call to Order: Mayor Koon called the meeting to order at 10:05 a.m. Mayor Koon then determined there was a quorum and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Items of Discussion

Before inviting Ms. Hayes to begin the session, Mayor Koon offered an update on where the Town is currently, citing personnel/legal challenges that he has observed in the first year of his administration. He expressed the importance of addressing these challenges. He stated that his level of involvement has not changed, but having an administrator has been critical in the day-to-day operations of the Town. He informed the Council that the unified zoning and development ordinance re-write is in progress, and with the high development level in the Chapin community, it was important for this Council to narrow down priorities to work towards.

Strategic Planning Session – Holly Hayes, ISI Consulting: Holly Hayes presented a goal setting session for council. The purpose of the session was to present an overall view of where the Town is now, a more detailed view from the Town Administrator, and compiling a list of high priorities.

Administrator Burroughs gave department and mid-level management updates from Administration (Council, Finance, Planning & Zoning), Utility (Public Works & Utility Billing), Police, and Court Administration. She explained the current status of each department, challenges that the departments face, and future goals and potential future challenges. She noted that coordination in staff has been essential in identifying problems and solutions for Council to discuss. The next portion of her presentation included an Administrator's audit, explaining the strengths and weaknesses of the organization and opportunities for improvement.

Council participated in several activities to develop a priority list based on information received from the administrator's presentation. Priorities listed were:

- Access to systems – Current process does not give Town Administrator access to bank accounts and accounting software for budget management
- Policies and procedures – Town currently do not have effective safety policies, medical leave policies.

-
- Technology – accounting software needs an update, electronic meeting management, and other technologies to help in procurement, office management, and records retention.
 - Staffing – as the Town grows, staffing continues to be an issue, some will be eligible for retirement, while most are young and working towards certifications
 - Training/managing experience – Staff that have achieved higher certifications and qualifications can go work for other organizations for higher pay, making staff retention a challenge.
 - Safety – There are several safety concerns, not only with Town Hall, but establishing an effective safety policy for the overall health and safety for Town employees.

Council took a break for lunch at 12:30 p.m. and resumed the session at 1:15 p.m.

Ms. Hayes then worked through some activities with Council to get a better understanding of goals and priorities based off the priorities listed earlier. Some items that Administrator Burroughs noted needed direction from council were: Town owned property, live streaming meetings, expanding Community Service Day/Mayor's Prayer Breakfast/Chapin Hall of Fame/oyster roast, Town investments, fiscal goals, annexation, and utility service provider for water. Council discussed and decided to table the oyster roast, rebranding and wayfinding, and Chapin Hall of Fame at this time. Annexation was still a high priority for Council and Administrator Burroughs advised that the process would be able to begin once the unified zoning and development ordinances are complete. Council also identified that an evaluation of the budget would be a priority to determine possible solutions for technology, equipment, and staffing. Mayor Koon felt the appropriate action to take to start this review was to add Town Administrator, Nicholle Burroughs, to access the Town bank accounts (signature authority and viewing), and access to the Town's financial software (QuickBooks and QS1) for viewing.

Adjournment: Mayor Koon adjourned the session at 3:42 p.m.

COUNCIL APPROVED: _____

Albert R. Koon, Jr., Mayor

ATTEST: _____
Shannon Bowers, Town Clerk



Administrator Report

1. Community Initiatives

- a. March 30- Chapin Police Department Police Banquet
- b. Oyster Roast – Suspended for this year looking to make the event bigger in the future
- c. April 14- Chapin Town Hall Memorial Garden – Dorinda Reed
- d. April 21 – Mayor’s Prayer Breakfast: Refreshed, Renewed & Refocused featuring Charlie Bedenbaugh
- e. April 22- Community Service Day
- f. May 29- Town of Chapin and American Legion Memorial Day Celebration

2. Projects/ Grants

- a. Historic District-
 - i. Old Town Hall – Interior Work has begun
- b. Beaufort Street- C Funds
 - i. Issued two phases, reissuing landscaping
- c. Communications Tower- Waiting on conditions and contract execution pending
- d. Former School Property
 - i. Lease Agreement and RFP
- e. Committees
 - i. Unified Development and Zoning Ordinance – UDO Steering Committee has discussed Article 4 and will be discussing how to use the code, table contents, definitions and Article 1
 - ii. BZA
 1. Cigar shop- Special Exception was issued with conditions
 - iii. Planning Commission
 1. Approved Road Names
 2. Focus on UDO
 - iv. ARB- Cancelled, Next month focus will be on UDO

3. Economic Development and Speaking Engagements

- a. Economic Development
 - i. Stadium Renovation started on Chapin High School
 - ii. March 15 2023 SCEDA Developer of the Year Acknowledgement
 - iii. March 21 SCEDA Women’s Luncheon
- b. Projects
 - i. Boykin Hills-
 1. Pre-Con meeting with developer for home building process
 - a. Completed Phases 1a and 2a road infrastructure
 - ii. Department of Transportation
 1. Follow up meetings scheduled for ROW negotiations and lighting for S-48
 2. Brighton Park Entrance and Columbia Ave.- Held discussion with DOT and County
 3. Continued discussions regarding Palmetto Shores, Boykin Hills and Brighton in regards to utility and road conflicts
 - iii. Creation of MOU for Mural with Chamber and CCAL
 - iv. Public works- Identifying all banner poles and conducting evaluation on future placement



4. Development Plans

- i. Group Development with conditions to include Caliber Collision – Waiting on Utility and County Approval

5. Open Positions

- a. Communications Specialist- Front Desk

6. Acknowledgments

- a. Strategic Planning Session-
 - i. First meeting was a great opportunity introduction to current issues the Town staff is facing look forward to future meetings to determine priorities.
- b. Chapin Historical Association- Embarking on a video project spotlighting Chapin History
- c. Concentrated focus and effort to define process and collaborate with outside entities:
 - i. Department of Transportation- Development of concurrence letter for Encroachment Permits
 - ii. Civic Plus- Training for key members of staff responsible for developing forms, several forms in development phase
 - iii. Development of Pre- Con process for subdivision was a huge success, plan to implement for all major development projects with utilities
 - iv. Utility documents review and evaluation of current wording by legal

Town of Chapin Monthly Financial Report for 2023

Unaudited – Intended for Management Purposes Only

The following is a summary of the Town of Chapin’s financial results for the General and Utility operating funds. The information is summarized from the financial statements for the monthly period ended February 28, 2023.

GENERAL FUND AT A GLANCE

Category	Budget	YTD Actual	%	% Year Passed
Revenues	1,655,750	296,482	18%	17%
Expenditures	1,655,750	270,675	16%	17%
Revenues Over (Under) Expenditures	0	25,807		

UTILITIES FUND AT A GLANCE

Category	Budget	YTD Actual	%	% Year Passed
Revenues	5,512,409.58	760,904	14%	17%
Expenditures	5,512,409.58	861,706	16%	17%
Revenues Over (Under) Expenditures	0	(100,802)		

Town of Chapin
General Fund
Balance Sheet
As of February 28, 2023

	General Fund
Assets	
Cash and equivalents	1,522,619.79
Accounts receivable, net	181,245.68
Prepaid expenses	46,999.68
Total assets	1,750,865.15
 Liabilities	
Accounts payable	116,745.25
Accrued salaries and related liabilities	57,593.61
Other current liabilities	78,002.63
Due from other fund	1,675,796.47
Total liabilities	1,928,137.96
 Deferred Inflows of Resources	
Unavailable revenue - property taxes	35,190.47
Total deferred inflows of resources	35,190.47
 Fund Balance (Deficit)	
Restricted by council	600,000.00
Unassigned	(812,463.28)
Total fund balance (deficit)	(212,463.28)
 Total liabilities, deferred inflows of resources, and fund balance	
	1,750,865.15

Town of Chapin
General Fund Profit & Loss
February 2023

	Feb 23
Income	
4000 · Taxes	
4001 · Real Property Tax	89,316.65
4003 · Delinquent Property Taxes	124.56
4004 · Tax Penalties	77.55
4005 · State Sales & Use tax credit	5.69
4006 · Motor Carrier tax	63.04
4007 · Vehicle Tax	1,647.83
Total 4000 · Taxes	91,235.32
4100 · License & Permits	
4101 · Business License	73,883.47
4102 · Franchise Fees	34,043.42
4108 · Subdivision Review	880.00
4109 · Zoning Permit & Fee	250.00
4120 · Other Permits	25.00
Total 4100 · License & Permits	109,081.89
4400 · Fines & Forfeitures	
4410 · Police Fines	2,223.10
4415 · Victims Assistance Income	38.48
Total 4400 · Fines & Forfeitures	2,261.58
4900 · Miscellaneous Revenues	
4901 · Rental Income	1,952.20
4903 · Community Center Rental	834.50
4950 · Interest Income	162.70
4990 · Other Miscellaneous Income	743.23
Total 4900 · Miscellaneous Revenues	3,692.63
Total Income	206,271.42
Gross Profit	206,271.42
Expense	
6000 · Salaries & Benefits	
6001 · Salaries & Wages	42,999.26
6003 · Overtime Pay	(190.78)
6008 · Bonus	0.00
6010 · Car Allowance	553.84
Total 6000 · Salaries & Benefits	43,362.32
6020 · Fringe Benefits	
6021 · Payroll Taxes	4,390.52
6023 · Group Health Insurance	11,790.46
6025 · Retirement Expense	11,115.67
6029 · Unemployment Expense	134.09
Total 6020 · Fringe Benefits	27,430.74
6100 · Operations Expense	
6300 · Purchased Services	
6301 · Professional & Technical	
6312 · Magistrate	6,006.19

Town of Chapin
General Fund Profit & Loss
February 2023

	Feb 23
6316 · Legal Expense	1,780.00
6321 · Awareness, Promotion, Advertisi	200.00
6325 · Insurance	60,310.29
6330 · Remittance to State	443.76
6337 · Copier Supplies/Maintenance	132.30
6356 · Professional & Technical Other	350.00
Total 6301 · Professional & Technical	69,222.54
6331 · Cable Service	22.53
6333 · Internet, Web services	112.48
6335 · Telephone, Cells	1,123.28
6342 · Electricity	4,992.17
6343 · Utility expense, Water & Sewer	146.90
6347 · Public Notices	118.85
6348 · Dues, Subscriptions, Fees	744.72
6352 · Employee Travel & Training	341.91
Total 6300 · Purchased Services	76,825.38
6400 · Property Services	
6403 · Equipment Rental	240.20
Total 6400 · Property Services	240.20
6420 · Repair & Maintenance	
6421 · Building & Grounds	246.69
6422 · Janitorial, Cleaning	521.25
6425 · Vehicle Repair	69.54
6430 · Maintenance Agreements	2,081.25
Total 6420 · Repair & Maintenance	2,918.73
6600 · Supplies & Materials	
6601 · Equipment & Tools	3,867.17
6602 · Office Supplies	561.49
6603 · Cleaning supplies	115.56
6607 · Computers & Office Equipment	0.00
6610 · Uniforms and Equipment	355.63
Total 6600 · Supplies & Materials	4,899.85
Total 6100 · Operations Expense	84,884.16
6900 · Other Expenses	
6905 · Contributions	600.00
Total 6900 · Other Expenses	600.00
9000 · Other Financing (Sources) Uses	
9006 · Transfers In	(4,700.00)
Total 9000 · Other Financing (Sources) Uses	(4,700.00)
Total Expense	151,577.22
Net Income	54,694.20

Town of Chapin
General Fund Profit & Loss - Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4000 · Taxes				
4001 · Real Property Tax	150,590.35	190,000.00	(39,409.65)	79.26%
4002 · Homestead Exemption	0.00	4,500.00	(4,500.00)	0.0%
4003 · Delinquent Property Taxes	(456.27)	3,000.00	(3,456.27)	(15.21%)
4004 · Tax Penalties	(9.77)	700.00	(709.77)	(1.4%)
4005 · State Sales & Use tax credit	34.02	100.00	(65.98)	34.02%
4006 · Motor Carrier tax	128.82	500.00	(371.18)	25.76%
4007 · Vehicle Tax	3,258.61	15,000.00	(11,741.39)	21.72%
Total 4000 · Taxes	153,545.76	213,800.00	(60,254.24)	71.82%
4100 · License & Permits				
4101 · Business License	75,884.57	385,000.00	(309,115.43)	19.71%
4102 · Franchise Fees	34,406.94	245,000.00	(210,593.06)	14.04%
4103 · ITCP/TTCP	0.00	605,000.00	(605,000.00)	0.0%
4104 · Broker Tax	0.00	15,000.00	(15,000.00)	0.0%
4105 · Liquor	6,300.00	10,000.00	(3,700.00)	63.0%
4108 · Subdivision Review	880.00	9,000.00	(8,120.00)	9.78%
4109 · Zoning Permit & Fee	700.00	4,500.00	(3,800.00)	15.56%
4120 · Other Permits	150.00	2,000.00	(1,850.00)	7.5%
Total 4100 · License & Permits	118,321.51	1,275,500.00	(1,157,178.49)	9.28%
4200 · Intergovernmental Revenue				
4201 · Intergovernmental Rev-SC				
4202 · Local Government Fund	10,598.25	42,300.00	(31,701.75)	25.06%
4212 · Accomodations Tax	494.60	4,500.00	(4,005.40)	10.99%
4215 · Merchant Inventory Tax	269.32	1,000.00	(730.68)	26.93%
Total 4201 · Intergovernmental Rev-SC	11,362.17	47,800.00	(36,437.83)	23.77%
Total 4200 · Intergovernmental Revenue	11,362.17	47,800.00	(36,437.83)	23.77%
4400 · Fines & Forfeitures				
4410 · Police Fines	2,030.11	48,000.00	(45,969.89)	4.23%
4415 · Victims Assistance Income	272.62	3,500.00	(3,227.38)	7.79%
Total 4400 · Fines & Forfeitures	2,302.73	51,500.00	(49,197.27)	4.47%
4500 · Private Donations				

Town of Chapin
General Fund Profit & Loss - Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
4502 · Prayer Breakfast	0.00	3,200.00	(3,200.00)	0.0%
Total 4500 · Private Donations	0.00	3,200.00	(3,200.00)	0.0%
4900 · Miscellaneous Revenues				
4901 · Rental Income	3,904.40	24,500.00	(20,595.60)	15.94%
4903 · Community Center Rental	2,748.25	13,000.00	(10,251.75)	21.14%
4905 · Festival, Event, Parade Income	3,250.00	25,000.00	(21,750.00)	13.0%
4950 · Interest Income	294.02	450.00	(155.98)	65.34%
4990 · Other Miscellaneous Income	753.23	1,000.00	(246.77)	75.32%
Total 4900 · Miscellaneous Revenues	10,949.90	63,950.00	(53,000.10)	17.12%
Total Income	296,482.07	1,655,750.00	(1,359,267.93)	17.91%
Gross Profit	296,482.07	1,655,750.00	(1,359,267.93)	17.91%
Expense				
6000 · Salaries & Benefits				
6001 · Salaries & Wages	99,638.76	853,516.28	(753,877.52)	11.67%
6003 · Overtime Pay	2,141.30	17,600.00	(15,458.70)	12.17%
6008 · Bonus	0.00	4,500.00	(4,500.00)	0.0%
6010 · Car Allowance	1,107.68			
Total 6000 · Salaries & Benefits	102,887.74	875,616.28	(772,728.54)	11.75%
6020 · Fringe Benefits				
6021 · Payroll Taxes	8,993.90	66,594.50	(57,600.60)	13.51%
6023 · Group Health Insurance	22,626.12	167,793.72	(145,167.60)	13.48%
6025 · Retirement Expense	22,429.23	169,096.53	(146,667.30)	13.26%
6028 · Workmens Compensation Ins	0.00	21,300.00	(21,300.00)	0.0%
6029 · Unemployment Expense	279.72	670.47	(390.75)	41.72%
Total 6020 · Fringe Benefits	54,328.97	425,455.22	(371,126.25)	12.77%
6100 · Operations Expense				
6300 · Purchased Services				
6301 · Professional & Technical				
6305 · Payroll Processing fees	220.00	1,350.00	(1,130.00)	16.3%
6307 · Auditing	0.00	10,000.00	(10,000.00)	0.0%
6308 · Tax Collection Cost	0.00	3,600.00	(3,600.00)	0.0%
6311 · Firing Range	0.00	1,000.00	(1,000.00)	0.0%

Town of Chapin
General Fund Profit & Loss - Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6312 · Magistrate	6,006.19	24,100.00	(18,093.81)	24.92%
6313 · Municode	464.15	3,985.00	(3,520.85)	11.65%
6314 · Jurors	0.00	1,600.00	(1,600.00)	0.0%
6315 · Prisoner Housing	0.00	1,000.00	(1,000.00)	0.0%
6316 · Legal Expense	5,080.00	57,000.00	(51,920.00)	8.91%
6321 · Awareness, Promotion, Advertisi	400.00	6,950.00	(6,550.00)	5.76%
6325 · Insurance	60,310.29	56,280.00	4,030.29	107.16%
6330 · Remittance to State	2,419.64	32,000.00	(29,580.36)	7.56%
6336 · Postage	471.98	3,100.00	(2,628.02)	15.23%
6337 · Copier Supplies/Maintenance	264.60	3,640.00	(3,375.40)	7.27%
6356 · Professional & Technical Other	700.00	1,075.00	(375.00)	65.12%
Total 6301 · Professional & Technical	76,336.85	206,680.00	(130,343.15)	36.94%
6331 · Cable Service	45.06	280.00	(234.94)	16.09%
6333 · Internet, Web services	4,949.96	10,025.00	(5,075.04)	49.38%
6335 · Telephone, Cells	2,252.66	15,325.00	(13,072.34)	14.7%
6342 · Electricity	10,787.94	59,500.00	(48,712.06)	18.13%
6343 · Utility expense, Water & Sewer	584.65	6,500.00	(5,915.35)	9.0%
6344 · Mayors Prayer Breakfast	0.00	1,000.00	(1,000.00)	0.0%
6346 · Community Events & Promotions	0.00	20,500.00	(20,500.00)	0.0%
6347 · Public Notices	165.05	1,000.00	(834.95)	16.51%
6348 · Dues, Subscriptions, Fees	1,234.72	3,340.00	(2,105.28)	36.97%
6352 · Employee Travel & Training	2,951.16	16,750.00	(13,798.84)	17.62%
Total 6300 · Purchased Services	99,308.05	340,900.00	(241,591.95)	29.13%
6400 · Property Services				
6403 · Equipment Rental	480.40	2,970.00	(2,489.60)	16.18%
6404 · Vehicle Lease	0.00	0.00	0.00	0.0%
6405 · Property security services	126.63	800.00	(673.37)	15.83%
Total 6400 · Property Services	607.03	3,770.00	(3,162.97)	16.1%
6420 · Repair & Maintenance				
6421 · Building & Grounds	447.68	7,600.00	(7,152.32)	5.89%
6422 · Janitorial, Cleaning	1,042.50	6,255.00	(5,212.50)	16.67%
6424 · Vehicle Gas & Oil	1,450.42	25,100.00	(23,649.58)	5.78%

Town of Chapin
General Fund Profit & Loss - Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6425 · Vehicle Repair	2,172.80	10,000.00	(7,827.20)	21.73%
6430 · Maintenance Agreements	2,081.25	2,100.00	(18.75)	99.11%
6431 · Computer System Maintenance	4,016.25	16,080.00	(12,063.75)	24.98%
6435 · Repair & Maintenance Other	0.00	1,500.00	(1,500.00)	0.0%
Total 6420 · Repair & Maintenance	<u>11,210.90</u>	<u>68,635.00</u>	<u>(57,424.10)</u>	<u>16.33%</u>
6600 · Supplies & Materials				
6601 · Equipment & Tools	3,867.17	6,300.00	(2,432.83)	61.38%
6602 · Office Supplies	1,211.77	8,300.00	(7,088.23)	14.6%
6603 · Cleaning supplies	115.56	1,000.00	(884.44)	11.56%
6605 · Software	1,603.80	11,010.00	(9,406.20)	14.57%
6607 · Computers & Office Equipment	0.00	5,400.00	(5,400.00)	0.0%
6610 · Uniforms and Equipment	731.72	5,500.00	(4,768.28)	13.3%
Total 6600 · Supplies & Materials	<u>7,530.02</u>	<u>37,510.00</u>	<u>(29,979.98)</u>	<u>20.08%</u>
Total 6100 · Operations Expense	<u>118,656.00</u>	<u>450,815.00</u>	<u>(332,159.00)</u>	<u>26.32%</u>
6900 · Other Expenses				
6905 · Contributions	600.00	1,500.00	(900.00)	40.0%
6906 · Other	2,917.00	488.50	2,428.50	597.13%
6911 · Victims Assistance	135.00	3,500.00	(3,365.00)	3.86%
Total 6900 · Other Expenses	<u>3,652.00</u>	<u>5,488.50</u>	<u>(1,836.50)</u>	<u>66.54%</u>
7000 · Capital Outlay				
7030 · Construction In Progress	550.00			
Total 7000 · Capital Outlay	<u>550.00</u>			
9000 · Other Financing (Sources) Uses				
9006 · Transfers In	(9,400.00)	(56,400.00)	47,000.00	16.67%
9011 · Use of Fund Balance	0.00	(45,225.00)	45,225.00	0.0%
Total 9000 · Other Financing (Sources) Uses	<u>(9,400.00)</u>	<u>(101,625.00)</u>	<u>92,225.00</u>	<u>9.25%</u>
Total Expense	<u>270,674.71</u>	<u>1,655,750.00</u>	<u>(1,385,075.29)</u>	<u>16.35%</u>
Net Income	<u><u>25,807.36</u></u>	<u><u>0.00</u></u>	<u><u>25,807.36</u></u>	<u><u>100.0%</u></u>

Town of Chapin
Profit & Loss Budget vs. Actual - Administration
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4000 · Taxes				
4001 · Real Property Tax	150,590.35	190,000.00	(39,409.65)	79.26%
4002 · Homestead Exemption	0.00	4,500.00	(4,500.00)	0.0%
4003 · Deliquent Property Taxes	(456.27)	3,000.00	(3,456.27)	(15.21%)
4004 · Tax Penalties	(9.77)	700.00	(709.77)	(1.4%)
4005 · State Sales & Use tax credit	34.02	100.00	(65.98)	34.02%
4006 · Motor Carrier tax	128.82	500.00	(371.18)	25.76%
4007 · Vehicle Tax	3,258.61	15,000.00	(11,741.39)	21.72%
Total 4000 · Taxes	<u>153,545.76</u>	<u>213,800.00</u>	<u>(60,254.24)</u>	<u>71.82%</u>
4100 · License & Permits				
4101 · Business License	75,884.57	385,000.00	(309,115.43)	19.71%
4102 · Franchise Fees	34,406.94	245,000.00	(210,593.06)	14.04%
4103 · ITCP/TTCP	0.00	605,000.00	(605,000.00)	0.0%
4104 · Broker Tax	0.00	15,000.00	(15,000.00)	0.0%
4105 · Liquor	6,300.00	10,000.00	(3,700.00)	63.0%
4108 · Subdivision Review	880.00	9,000.00	(8,120.00)	9.78%
4109 · Zoning Permit & Fee	700.00	4,500.00	(3,800.00)	15.56%
4120 · Other Permits	150.00	2,000.00	(1,850.00)	7.5%
Total 4100 · License & Permits	<u>118,321.51</u>	<u>1,275,500.00</u>	<u>(1,157,178.49)</u>	<u>9.28%</u>
4200 · Intergovernmental Revenue				
4201 · Intergovernmental Rev-SC				
4202 · Local Government Fund	10,598.25	42,300.00	(31,701.75)	25.06%
4212 · Accomodations Tax	494.60	4,500.00	(4,005.40)	10.99%
4215 · Merchant Inventory Tax	269.32	1,000.00	(730.68)	26.93%
Total 4201 · Intergovernmental Rev-SC	<u>11,362.17</u>	<u>47,800.00</u>	<u>(36,437.83)</u>	<u>23.77%</u>
Total 4200 · Intergovernmental Revenue	<u>11,362.17</u>	<u>47,800.00</u>	<u>(36,437.83)</u>	<u>23.77%</u>
4400 · Fines & Forfeitures				
4410 · Police Fines	283.15			
Total 4400 · Fines & Forfeitures	<u>283.15</u>			
4900 · Miscellaneous Revenues				
4901 · Rental Income	3,904.40	24,500.00	(20,595.60)	15.94%

Town of Chapin
Profit & Loss Budget vs. Actual - Administration
 January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
4903 · Community Center Rental	2,748.25	13,000.00	(10,251.75)	21.14%
4905 · Festival, Event, Parade Income	3,250.00	25,000.00	(21,750.00)	13.0%
4950 · Interest Income	173.16	350.00	(176.84)	49.47%
4990 · Other Miscellaneous Income	753.23	1,000.00	(246.77)	75.32%
Total 4900 · Miscellaneous Revenues	10,829.04	63,850.00	(53,020.96)	16.96%
Total Income	294,341.63	1,600,950.00	(1,306,608.37)	18.39%
Gross Profit	294,341.63	1,600,950.00	(1,306,608.37)	18.39%
Expense				
6000 · Salaries & Benefits				
6001 · Salaries & Wages	40,065.66	345,105.54	(305,039.88)	11.61%
6003 · Overtime Pay	66.18	600.00	(533.82)	11.03%
6008 · Bonus	0.00	1,800.00	(1,800.00)	0.0%
6010 · Car Allowance	1,107.68			
Total 6000 · Salaries & Benefits	41,239.52	347,505.54	(306,266.02)	11.87%
6020 · Fringe Benefits				
6021 · Payroll Taxes	3,460.66	26,400.57	(22,939.91)	13.11%
6023 · Group Health Insurance	8,718.48	71,488.32	(62,769.84)	12.2%
6025 · Retirement Expense	8,129.11	62,326.07	(54,196.96)	13.04%
6028 · Workmens Compensation Ins	0.00	3,000.00	(3,000.00)	0.0%
6029 · Unemployment Expense	112.12	242.76	(130.64)	46.19%
Total 6020 · Fringe Benefits	20,420.37	163,457.72	(143,037.35)	12.49%
6100 · Operations Expense				
6300 · Purchased Services				
6301 · Professional & Technical				
6305 · Payroll Processing fees	220.00	1,350.00	(1,130.00)	16.3%
6307 · Auditing	0.00	10,000.00	(10,000.00)	0.0%
6308 · Tax Collection Cost	0.00	3,600.00	(3,600.00)	0.0%
6313 · Municode	464.15	3,985.00	(3,520.85)	11.65%
6321 · Awareness, Promotion, Advertisi	400.00	6,650.00	(6,250.00)	6.02%
6325 · Insurance	20,000.57	21,830.00	(1,829.43)	91.62%
6336 · Postage	398.31	1,500.00	(1,101.69)	26.55%
6337 · Copier Supplies/Maintenance	88.20	2,580.00	(2,491.80)	3.42%

Town of Chapin
Profit & Loss Budget vs. Actual - Administration
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 6301 · Professional & Technical	21,571.23	51,495.00	(29,923.77)	41.89%
6331 · Cable Service	45.06	280.00	(234.94)	16.09%
6333 · Internet, Web services	4,949.96	10,025.00	(5,075.04)	49.38%
6335 · Telephone, Cells	785.47	5,825.00	(5,039.53)	13.48%
6342 · Electricity	10,787.94	59,500.00	(48,712.06)	18.13%
6343 · Utility expense, Water & Sewer	584.65	6,500.00	(5,915.35)	9.0%
6346 · Community Events & Promotions	0.00	20,500.00	(20,500.00)	0.0%
6347 · Public Notices	165.05	1,000.00	(834.95)	16.51%
6348 · Dues, Subscriptions, Fees	959.72	2,395.00	(1,435.28)	40.07%
6352 · Employee Travel & Training	1,974.64	6,750.00	(4,775.36)	29.25%
Total 6300 · Purchased Services	<u>41,823.72</u>	<u>164,270.00</u>	<u>(122,446.28)</u>	<u>25.46%</u>
6400 · Property Services				
6403 · Equipment Rental	160.14	970.00	(809.86)	16.51%
6404 · Vehicle Lease	0.00	0.00	0.00	0.0%
6405 · Property security services	126.63	800.00	(673.37)	15.83%
Total 6400 · Property Services	<u>286.77</u>	<u>1,770.00</u>	<u>(1,483.23)</u>	<u>16.2%</u>
6420 · Repair & Maintenance				
6421 · Building & Grounds	447.68	7,600.00	(7,152.32)	5.89%
6422 · Janitorial, Cleaning	1,042.50	6,255.00	(5,212.50)	16.67%
6424 · Vehicle Gas & Oil	0.00	100.00	(100.00)	0.0%
6430 · Maintenance Agreements	2,081.25	2,100.00	(18.75)	99.11%
6431 · Computer System Maintenance	1,656.75	6,630.00	(4,973.25)	24.99%
6435 · Repair & Maintenance Other	0.00	1,500.00	(1,500.00)	0.0%
Total 6420 · Repair & Maintenance	<u>5,228.18</u>	<u>24,185.00</u>	<u>(18,956.82)</u>	<u>21.62%</u>
6600 · Supplies & Materials				
6601 · Equipment & Tools	0.00	1,000.00	(1,000.00)	0.0%
6602 · Office Supplies	851.69	4,500.00	(3,648.31)	18.93%
6603 · Cleaning supplies	115.56	1,000.00	(884.44)	11.56%
6605 · Software	1,603.80	5,200.00	(3,596.20)	30.84%
6607 · Computers & Office Equipment	0.00	3,000.00	(3,000.00)	0.0%
6610 · Uniforms and Equipment	0.00	500.00	(500.00)	0.0%
Total 6600 · Supplies & Materials	<u>2,571.05</u>	<u>15,200.00</u>	<u>(12,628.95)</u>	<u>16.92%</u>

Town of Chapin
Profit & Loss Budget vs. Actual - Administration
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 6100 · Operations Expense	49,909.72	205,425.00	(155,515.28)	24.3%
6900 · Other Expenses				
6905 · Contributions	600.00	1,500.00	(900.00)	40.0%
6906 · Other	2,917.00	488.50	2,428.50	597.13%
Total 6900 · Other Expenses	3,517.00	1,988.50	1,528.50	176.87%
7000 · Capital Outlay				
7030 · Construction In Progress	550.00			
Total 7000 · Capital Outlay	550.00			
9000 · Other Financing (Sources) Uses				
9006 · Transfers In	(9,400.00)	(56,400.00)	47,000.00	16.67%
9011 · Use of Fund Balance	0.00	(45,225.00)	45,225.00	0.0%
Total 9000 · Other Financing (Sources) Uses	(9,400.00)	(101,625.00)	92,225.00	9.25%
Total Expense	106,236.61	616,751.76	(510,515.15)	17.23%
Net Income	188,105.02	984,198.24	(796,093.22)	19.11%

Town of Chapin
Profit & Loss Budget vs. Actual - Mayor & Council
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4500 · Private Donations				
4502 · Prayer Breakfast	0.00	3,200.00	(3,200.00)	0.0%
Total 4500 · Private Donations	<u>0.00</u>	<u>3,200.00</u>	<u>(3,200.00)</u>	<u>0.0%</u>
Total Income	<u>0.00</u>	<u>3,200.00</u>	<u>(3,200.00)</u>	<u>0.0%</u>
Gross Profit	0.00	3,200.00	(3,200.00)	0.0%
Expense				
6000 · Salaries & Benefits				
6001 · Salaries & Wages	955.76	11,100.00	(10,144.24)	8.61%
Total 6000 · Salaries & Benefits	<u>955.76</u>	<u>11,100.00</u>	<u>(10,144.24)</u>	<u>8.61%</u>
6020 · Fringe Benefits				
6021 · Payroll Taxes	87.61	849.15	(761.54)	10.32%
6023 · Group Health Insurance	1,220.80	5,798.16	(4,577.36)	21.06%
6025 · Retirement Expense	191.80	1,462.85	(1,271.05)	13.11%
6029 · Unemployment Expense	5.02	63.58	(58.56)	7.9%
Total 6020 · Fringe Benefits	<u>1,505.23</u>	<u>8,173.74</u>	<u>(6,668.51)</u>	<u>18.42%</u>
6100 · Operations Expense				
6300 · Purchased Services				
6301 · Professional & Technical				
6316 · Legal Expense	3,800.00	35,000.00	(31,200.00)	10.86%
6325 · Insurance	8,240.00	8,300.00	(60.00)	99.28%
Total 6301 · Professional & Technical	<u>12,040.00</u>	<u>43,300.00</u>	<u>(31,260.00)</u>	<u>27.81%</u>
6344 · Mayors Prayer Breakfast	0.00	1,000.00	(1,000.00)	0.0%
6348 · Dues, Subscriptions, Fees	50.00	150.00	(100.00)	33.33%
6352 · Employee Travel & Training	0.00	500.00	(500.00)	0.0%
Total 6300 · Purchased Services	<u>12,090.00</u>	<u>44,950.00</u>	<u>(32,860.00)</u>	<u>26.9%</u>
6600 · Supplies & Materials				
6602 · Office Supplies	16.77	200.00	(183.23)	8.39%
6607 · Computers & Office Equipment	0.00	100.00	(100.00)	0.0%
Total 6600 · Supplies & Materials	<u>16.77</u>	<u>300.00</u>	<u>(283.23)</u>	<u>5.59%</u>
Total 6100 · Operations Expense	<u>12,106.77</u>	<u>45,250.00</u>	<u>(33,143.23)</u>	<u>26.76%</u>
Total Expense	<u>14,567.76</u>	<u>64,523.74</u>	<u>(49,955.98)</u>	<u>22.58%</u>
Net Income	<u>(14,567.76)</u>	<u>(61,323.74)</u>	<u>46,755.98</u>	<u>23.76%</u>

Town of Chapin
Profit & Loss - Budget vs. Actual - Municipal Court
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4400 · Fines & Forfeitures				
4410 · Police Fines	1,746.96	48,000.00	(46,253.04)	3.64%
4415 · Victims Assistance Income	272.62	3,500.00	(3,227.38)	7.79%
Total 4400 · Fines & Forfeitures	<u>2,019.58</u>	<u>51,500.00</u>	<u>(49,480.42)</u>	<u>3.92%</u>
4900 · Miscellaneous Revenues				
4950 · Interest Income	120.86	100.00	20.86	120.86%
Total 4900 · Miscellaneous Revenues	<u>120.86</u>	<u>100.00</u>	<u>20.86</u>	<u>120.86%</u>
Total Income	<u>2,140.44</u>	<u>51,600.00</u>	<u>(49,459.56)</u>	<u>4.15%</u>
Gross Profit	2,140.44	51,600.00	(49,459.56)	4.15%
Expense				
6000 · Salaries & Benefits				
6001 · Salaries & Wages	6,515.39	47,590.40	(41,075.01)	13.69%
6008 · Bonus	0.00	300.00	(300.00)	0.0%
Total 6000 · Salaries & Benefits	<u>6,515.39</u>	<u>47,890.40</u>	<u>(41,375.01)</u>	<u>13.61%</u>
6020 · Fringe Benefits				
6021 · Payroll Taxes	578.62	3,640.67	(3,062.05)	15.89%
6023 · Group Health Insurance	1,583.68	9,323.04	(7,739.36)	16.99%
6025 · Retirement Expense	1,307.52	8,594.83	(7,287.31)	15.21%
6028 · Workmens Compensation Ins	0.00	300.00	(300.00)	0.0%
6029 · Unemployment Expense	17.13	40.46	(23.33)	42.34%
Total 6020 · Fringe Benefits	<u>3,486.95</u>	<u>21,899.00</u>	<u>(18,412.05)</u>	<u>15.92%</u>
6100 · Operations Expense				
6300 · Purchased Services				
6301 · Professional & Technical				
6312 · Magistrate	6,006.19	24,100.00	(18,093.81)	24.92%
6314 · Jurors	0.00	1,600.00	(1,600.00)	0.0%
6316 · Legal Expense	1,280.00	22,000.00	(20,720.00)	5.82%
6325 · Insurance	403.00	150.00	253.00	268.67%
6330 · Remittance to State	2,419.64	32,000.00	(29,580.36)	7.56%
6336 · Postage	68.33	1,000.00	(931.67)	6.83%
6337 · Copier Supplies/Maintenance	88.20	530.00	(441.80)	16.64%

Town of Chapin
Profit & Loss - Budget vs. Actual - Municipal Court
 January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
Total 6301 · Professional & Technical	10,265.36	81,380.00	(71,114.64)	12.61%
6348 · Dues, Subscriptions, Fees	95.00	95.00	0.00	100.0%
6352 · Employee Travel & Training	836.52	1,500.00	(663.48)	55.77%
Total 6300 · Purchased Services	11,196.88	82,975.00	(71,778.12)	13.49%
6400 · Property Services				
6403 · Equipment Rental	160.12	1,000.00	(839.88)	16.01%
Total 6400 · Property Services	160.12	1,000.00	(839.88)	16.01%
6420 · Repair & Maintenance				
6431 · Computer System Maintenance	984.75	3,600.00	(2,615.25)	27.35%
Total 6420 · Repair & Maintenance	984.75	3,600.00	(2,615.25)	27.35%
6600 · Supplies & Materials				
6602 · Office Supplies	67.44	1,200.00	(1,132.56)	5.62%
6605 · Software	0.00	1,310.00	(1,310.00)	0.0%
Total 6600 · Supplies & Materials	67.44	2,510.00	(2,442.56)	2.69%
Total 6100 · Operations Expense	12,409.19	90,085.00	(77,675.81)	13.78%
6900 · Other Expenses				
6911 · Victims Assistance	135.00	3,500.00	(3,365.00)	3.86%
Total 6900 · Other Expenses	135.00	3,500.00	(3,365.00)	3.86%
Total Expense	22,546.53	163,374.40	(140,827.87)	13.8%
Net Income	(20,406.09)	(111,774.40)	91,368.31	18.26%

Town of Chapin
Profit & Loss Budget vs. Actual - Police
 January through February 2023

Expense	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6000 · Salaries & Benefits				
6001 · Salaries & Wages	52,101.95	449,720.34	(397,618.39)	11.59%
6003 · Overtime Pay	2,075.12	17,000.00	(14,924.88)	12.21%
6008 · Bonus	0.00	2,400.00	(2,400.00)	0.0%
Total 6000 · Salaries & Benefits	<u>54,177.07</u>	<u>469,120.34</u>	<u>(414,943.27)</u>	<u>11.55%</u>
6020 · Fringe Benefits				
6021 · Payroll Taxes	4,867.01	35,704.11	(30,837.10)	13.63%
6023 · Group Health Insurance	11,103.16	81,184.20	(70,081.04)	13.68%
6025 · Retirement Expense	12,800.80	96,712.78	(83,911.98)	13.24%
6028 · Workmens Compensation Ins	0.00	18,000.00	(18,000.00)	0.0%
6029 · Unemployment Expense	145.45	323.67	(178.22)	44.94%
Total 6020 · Fringe Benefits	<u>28,916.42</u>	<u>231,924.76</u>	<u>(203,008.34)</u>	<u>12.47%</u>
6100 · Operations Expense				
6300 · Purchased Services				
6301 · Professional & Technical				
6311 · Firing Range	0.00	1,000.00	(1,000.00)	0.0%
6315 · Prisoner Housing	0.00	1,000.00	(1,000.00)	0.0%
6321 · Awareness, Promotion, Advertisi	0.00	300.00	(300.00)	0.0%
6325 · Insurance	31,666.72	26,000.00	5,666.72	121.8%
6336 · Postage	5.34	600.00	(594.66)	0.89%
6337 · Copier Supplies/Maintenance	88.20	530.00	(441.80)	16.64%
6356 · Professional & Technical Other	700.00	1,075.00	(375.00)	65.12%
Total 6301 · Professional & Technical	<u>32,460.26</u>	<u>30,505.00</u>	<u>1,955.26</u>	<u>106.41%</u>
6335 · Telephone, Cells	1,467.19	9,500.00	(8,032.81)	15.44%
6342 · Electricity	0.00	0.00	0.00	0.0%
6348 · Dues, Subscriptions, Fees	130.00	700.00	(570.00)	18.57%
6352 · Employee Travel & Training	140.00	8,000.00	(7,860.00)	1.75%
Total 6300 · Purchased Services	<u>34,197.45</u>	<u>48,705.00</u>	<u>(14,507.55)</u>	<u>70.21%</u>
6400 · Property Services				
6403 · Equipment Rental	160.14	1,000.00	(839.86)	16.01%
Total 6400 · Property Services	<u>160.14</u>	<u>1,000.00</u>	<u>(839.86)</u>	<u>16.01%</u>

Town of Chapin
Profit & Loss Budget vs. Actual - Police
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6420 · Repair & Maintenance				
6424 · Vehicle Gas & Oil	1,450.42	25,000.00	(23,549.58)	5.8%
6425 · Vehicle Repair	2,172.80	10,000.00	(7,827.20)	21.73%
6431 · Computer System Maintenance	1,374.75	5,850.00	(4,475.25)	23.5%
Total 6420 · Repair & Maintenance	<u>4,997.97</u>	<u>40,850.00</u>	<u>(35,852.03)</u>	<u>12.24%</u>
6600 · Supplies & Materials				
6601 · Equipment & Tools	3,867.17	5,300.00	(1,432.83)	72.97%
6602 · Office Supplies	275.87	2,400.00	(2,124.13)	11.5%
6605 · Software	0.00	4,500.00	(4,500.00)	0.0%
6607 · Computers & Office Equipment	0.00	2,300.00	(2,300.00)	0.0%
6610 · Uniforms and Equipment	731.72	5,000.00	(4,268.28)	14.63%
Total 6600 · Supplies & Materials	<u>4,874.76</u>	<u>19,500.00</u>	<u>(14,625.24)</u>	<u>25.0%</u>
Total 6100 · Operations Expense	<u>44,230.32</u>	<u>110,055.00</u>	<u>(65,824.68)</u>	<u>40.19%</u>
Total Expense	<u>127,323.81</u>	<u>811,100.10</u>	<u>(683,776.29)</u>	<u>15.7%</u>
Net Income	<u><u>(127,323.81)</u></u>	<u><u>(811,100.10)</u></u>	<u><u>683,776.29</u></u>	<u><u>15.7%</u></u>

Town of Chapin
General Fund Transactions
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/01/2023			Deposit	√	877.20	
02/03/2023	9549	Best Version Media, LLC	E-211021-2	√		200.00
02/03/2023	9550	Charter Communications - Internet	146292101	√		149.98
02/03/2023	9551	Christopher Dale Scott		√		1,105.00
02/03/2023	9552	Colonial Supplemental Insurance	E7820178	√		894.52
02/03/2023	9553	Comprehensive Psychological Services, LLC		√		350.00
02/03/2023	9554	Dominion Energy South Carolina	5-2100-8259-7000	√		6,599.73
02/03/2023	9555	GCCF		√		600.00
02/03/2023	9556	Lexington County Chronicle		√		118.85
02/03/2023	9557	SC PEBA/Insurance Benefits	Feb 2023 Health Insurance 73216	√		34,044.26
02/03/2023	9558	Town of Chapin Utility Department	January Postage	√		471.98
02/03/2023			Deposit	√	1,805.60	
02/03/2023			Deposit	√	132,534.07	
02/06/2023			Deposit	√	205.00	
02/06/2023			Deposit	√	200.00	
02/08/2023			Deposit	√	27.91	
02/08/2023			Deposit	√	448.40	
02/09/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/08/2023	√		43,136.56
02/09/2023	E-pay	United States Treasury	57-0662070 QB Tracking # -1326275114	√		13,107.64
02/09/2023	2092023	SC Dept of Revenue Attn Withholding	25208607-7	√		2,149.92
02/09/2023	2102023	SCDC Program	1620	√		1,634.62
02/10/2023	DD7689	Bowers, Shannon C	Direct Deposit	√	0.00	
02/10/2023	DD7693	Campbell, Walker A	Direct Deposit	√	0.00	
02/10/2023	DD7698	Faraca, James P	Direct Deposit	√	0.00	
02/10/2023	DD7700	Fulmer, Kayla N	Direct Deposit	√	0.00	
02/10/2023	DD7706	Harrington, William M.	Direct Deposit	√	0.00	
02/10/2023	DD7710	Sexton, Selina T	Direct Deposit	√	0.00	
02/10/2023	DD7712	Sipes, William K	Direct Deposit	√	0.00	
02/10/2023	DD7713	Walston, John I	Direct Deposit	√	0.00	
02/10/2023	DD7715	Wise, Kelsey S	Direct Deposit	√	0.00	
02/10/2023	DD7692	Cameron, Richard M	Direct Deposit	√	0.00	
02/10/2023	DD7687	Andrade, Jr., Anthony W.	Direct Deposit	√	0.00	
02/10/2023	DD7688	Angoluan, Reynaldo M.	Direct Deposit	√	0.00	
02/10/2023	DD7690	Bryan, John R	Direct Deposit	√	0.00	
02/10/2023	DD7691	Burroughs, Nicholle	Direct Deposit	√	0.00	
02/10/2023	DD7694	Covington, Bobby K	Direct Deposit	√	0.00	
02/10/2023	DD7695	Culler, Laura H.	Direct Deposit	√	0.00	
02/10/2023	DD7696	Doolittle, Garrett A	Direct Deposit	√	0.00	
02/10/2023	DD7697	Eargle, Briana H	Direct Deposit	√	0.00	
02/10/2023	DD7699	Frick, Troy E	Direct Deposit	√	0.00	
02/10/2023	DD7701	Gable, Charles E	Direct Deposit	√	0.00	
02/10/2023	DD7702	Gainous, Blake	Direct Deposit	√	0.00	
02/10/2023	DD7703	Galinski, Ryan J	Direct Deposit	√	0.00	
02/10/2023	DD7704	Griffin, Thomas W	Direct Deposit	√	0.00	
02/10/2023	DD7705	Gunter, Charlie P	Direct Deposit	√	0.00	
02/10/2023	DD7707	Harris, Neil B	Direct Deposit	√	0.00	
02/10/2023	DD7708	Koon, Jr, Albert R.	Direct Deposit	√	0.00	
02/10/2023	DD7709	Miskie, Karalyn S	Direct Deposit	√	0.00	
02/10/2023	DD7711	Singletary, Jr., Kevin D	Direct Deposit	√	0.00	
02/10/2023	DD7714	Williams, Andrew H	Direct Deposit	√	0.00	
02/10/2023	DD7716	Wright, Susan P	Direct Deposit	√	0.00	
02/10/2023	9559	SC Retirement System	732.16	√		36,617.40
02/10/2023	9560	ASIFlex	732.16	√		1,083.84
02/10/2023	9561	ASIFlex	Admin Fees 73216 - 2/10/2023 payroll	√		6.42
02/10/2023	9562	Carolina Business Equipment	GC1964	√		176.40
02/10/2023	9563	City of Columbia	01-17215005-1060522-2	√		26.50

Town of Chapin
General Fund Transactions
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/10/2023	9564	City of Columbia - 102 Lexington	01-9240708-1060653-2	√		40.50
02/10/2023	9565	City of Columbia - 102B Lexington	01-9240708-2121942-0	√		24.21
02/10/2023	9566	City of Columbia - 157 NW Columbia	01-9322953-2090107-1	√		489.06
02/10/2023	9567	Electric Control & Supply Co.		√		169.06
02/10/2023	9568	Municipal Assoc. of SC	2023 MASC Dues - Chapin	√		744.72
02/10/2023	9569	Staples Credit Plan	6035 5178 2073 7350	√		454.53
02/10/2023	9570	Verizon Wireless	Acct No. 722205249-00001	√		398.02
02/10/2023	9571	SC Insurance Reserve Fund		√		127,039.09
02/10/2023			Deposit	√	441.80	
02/10/2023			Deposit	√	13,837.61	
02/13/2023			Deposit	√	186.00	
02/15/2023			Deposit	√	200.00	
02/15/2023			Deposit	√	448.75	
02/16/2023			Deposit	√	20,154.40	
02/17/2023	9572	Axon Enterprise, Inc.				3,867.17
02/17/2023	9573	Bravo! Innovative Solutions, Inc.		√		849.08
02/17/2023	9574	Charter Communications - Cable	144313901	√		22.53
02/17/2023	9575	Motorola Solutions, Inc.	1035475301 PO No. 2023-2	√		10,964.29
02/17/2023	9576	O'Reilly	Cust No. 2878452			69.54
02/17/2023	9577	Presidio Technology Capital LLC	Customer 254403	√		320.27
02/17/2023	9578	Bank of America	Acct Ending 6329	√		2,333.82
02/17/2023	9579	Motorola Solutions, Inc.	6520AA	√		413.76
02/22/2023			Deposit	√	1,058.25	
02/23/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/22/2023	√		44,785.84
02/23/2023	E-pay	United States Treasury	57-0662070 QB Tracking # -525237114	√		13,573.50
02/23/2023	2232023	SCDC Program	1620	√		1,634.62
02/23/2023	2242023	SC Dept of Revenue Attn Withholding	25208607-7	√		2,228.66
02/23/2023			Deposit	√	28,631.18	
02/24/2023	DD7717	Andrade, Jr., Anthony W.	Direct Deposit	√	0.00	
02/24/2023	DD7719	Bowers, Shannon C	Direct Deposit	√	0.00	
02/24/2023	DD7726	Doolittle, Garrett A	Direct Deposit	√	0.00	
02/24/2023	DD7728	Fairbanks, David	Direct Deposit	√	0.00	
02/24/2023	DD7729	Faraca, James P	Direct Deposit	√	0.00	
02/24/2023	DD7731	Fulmer, Kayla N	Direct Deposit	√	0.00	
02/24/2023	DD7732	Gable, Charles E	Direct Deposit	√	0.00	
02/24/2023	DD7738	Harris, Neil B	Direct Deposit	√	0.00	
02/24/2023	DD7743	Sipes, William K	Direct Deposit	√	0.00	
02/24/2023	DD7745	Williams, Andrew H	Direct Deposit	√	0.00	
02/24/2023	DD7746	Wise, Kelsey S	Direct Deposit	√	0.00	
02/24/2023	DD7718	Angoluan, Reynaldo M.	Direct Deposit	√	0.00	
02/24/2023	DD7720	Bryan, John R	Direct Deposit	√	0.00	
02/24/2023	DD7721	Burroughs, Nicholle	Direct Deposit	√	0.00	
02/24/2023	DD7722	Cameron, Richard M	Direct Deposit	√	0.00	
02/24/2023	DD7723	Campbell, Walker A	Direct Deposit	√	0.00	
02/24/2023	DD7724	Covington, Bobby K	Direct Deposit	√	0.00	
02/24/2023	DD7725	Culler, Laura H.	Direct Deposit	√	0.00	
02/24/2023	DD7727	Eargle, Briana H	Direct Deposit	√	0.00	
02/24/2023	DD7730	Frick, Troy E	Direct Deposit	√	0.00	
02/24/2023	DD7733	Gainous, Blake	Direct Deposit	√	0.00	
02/24/2023	DD7734	Galinski, Ryan J	Direct Deposit	√	0.00	
02/24/2023	DD7735	Griffin, Thomas W	Direct Deposit	√	0.00	
02/24/2023	DD7736	Gunter, Charlie P	Direct Deposit	√	0.00	
02/24/2023	DD7737	Harrington, William M.	Direct Deposit	√	0.00	
02/24/2023	DD7739	Koon, Jr, Albert R.	Direct Deposit	√	0.00	
02/24/2023	DD7740	Miskie, Karalyn S	Direct Deposit	√	0.00	
02/24/2023	DD7741	Sexton, Selina T	Direct Deposit	√	0.00	
02/24/2023	DD7742	Singletary, Jr., Kevin D	Direct Deposit	√	0.00	
02/24/2023	DD7744	Walston, John I	Direct Deposit	√	0.00	

Town of Chapin
General Fund Transactions
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/24/2023	DD7747	Wright, Susan P	Direct Deposit	√	0.00	
02/24/2023	9580	ASIFlex	732.16			1,083.84
02/24/2023	9581	ASIFlex	Admin Fees 73216 - 2/24/2023 payroll			6.42
02/24/2023	9582	Charter Communications - Telephone	144316501			415.34
02/24/2023	9583	Designlab, Inc.		√		314.01
02/24/2023	9584	Just-in Time Heating and Air LLC				2,775.00
02/24/2023	9585	Lexington County Summary Court	Judicial Contract Town of Chapin			6,006.19
02/24/2023	9586	Shannon Bowers		√		256.91
02/24/2023	9587	Lisa Lee Smith Law Firm LLC				3,785.00
02/24/2023			Deposit	√	95,521.85	
02/24/2023			Deposit	√	701.32	
02/24/2023			Deposit	√	824.70	
02/24/2023			Deposit	√	1,395.20	
02/28/2023			Deposit	√	34,613.37	
02/28/2023			Interest	√	104.93	

Town of Chapin Hospitality Tax
Balance Sheet
As of February 28, 2023

Feb 28, 23

ASSETS

Current Assets

Checking/Savings

1050 · Restricted Cash 1,793,381.16

Total Checking/Savings 1,793,381.16

Accounts Receivable

1200 · Accounts Receivable 72,216.77

Total Accounts Receivable 72,216.77

Total Current Assets 1,865,597.93

TOTAL ASSETS 1,865,597.93

LIABILITIES & EQUITY

Equity

3900 · Retained Earnings 1,730,015.58

Net Income 135,582.35

Total Equity 1,865,597.93

TOTAL LIABILITIES & EQUITY 1,865,597.93

**Town of Chapin Hospitality Tax
Profit & Loss
January through February 2023**

	<u>Jan - Feb 23</u>
Income	
4000 · Taxes	
4050 · Local Tax Revenues	
4055 · Hospitality Tax	133,841.15
Total 4050 · Local Tax Revenues	<u>133,841.15</u>
Total 4000 · Taxes	133,841.15
4900 · Miscellaneous Revenues	
4950 · Interest Income	1,741.20
Total 4900 · Miscellaneous Revenues	<u>1,741.20</u>
Total Income	<u>135,582.35</u>
Net Income	<u><u>135,582.35</u></u>

Town of Chapin ARP Fund

Balance Sheet

As of February 28, 2023

Feb 28, 23

ASSETS

Current Assets

Checking/Savings

1050 · Restricted Cash 707,140.36

Total Checking/Savings 707,140.36

Total Current Assets 707,140.36

TOTAL ASSETS 707,140.36

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2310 · Deferred Revenue ARPA 704,462.14

Total Other Current Liabilities 704,462.14

Total Current Liabilities 704,462.14

Total Liabilities 704,462.14

Equity

32000 · *Retained Earnings 1,955.79

Net Income 722.43

Total Equity 2,678.22

TOTAL LIABILITIES & EQUITY 707,140.36

Town of Chapin ARP Fund
Profit & Loss
January through February 2023

Jan - Feb 23

Income	
4200 · Intergovernmental Revenue	
4201 · Intergovernmental Revenue SC	
4202 · SLFRF	5,467.10
Total 4201 · Intergovernmental Revenue SC	<u>5,467.10</u>
Total 4200 · Intergovernmental Revenue	5,467.10
4900 · Miscellaneous Revenues	
4950 · Interest Income	722.43
Total 4900 · Miscellaneous Revenues	<u>722.43</u>
Total Income	6,189.53
Expense	
6700 · Supplies & Materials	
6707 · Computers & Office Equipment	0.00
6709 · Office Furniture	5,467.10
Total 6700 · Supplies & Materials	<u>5,467.10</u>
Total Expense	<u>5,467.10</u>
Net Income	<u><u>722.43</u></u>

**Town of Chapin
Utility Fund
Balance Sheet
As of February 28, 2023**

	Utility Fund
Assets	
Current assets:	
Cash and equivalents	8,575,445.64
Restricted Cash Capital Expansion	23,413.19
Accounts receivable, net	478,888.58
Inventory	557,196.99
Due from State	0.00
Due (to) from other funds	1,859,872.00
Total current assets	11,494,816.40
Noncurrent assets:	
Capital assets, net of accumulated depreciation	31,194,151.66
Total noncurrent assets	31,194,151.66
Total Assets	42,688,968.06
Deferred Outflows of Resources	
Deferred pension charges	299,729.70
Liabilities	
Current liabilities:	
Accounts payable	493,246.42
Payroll liabilities	0.00
Accrued Interest SRLF	60,364.78
Retainage Payable	0.00
Indian Cove Extension	8,194.77
Other liabilities	0.00
	561,805.97
Noncurrent liabilities	
Amounts due within one year:	
Accrued compensated absences and related benefits	41,747.28
Revolving Fund Loan Current	393,509.93
Amounts due beyond one year:	
Customer deposits	50,555.48
Revolving Fund Loan Long Term	11,928,742.94
Net pension liability	1,196,091.56
Total noncurrent assets	13,610,647.19
Total Liabilities	14,172,453.16
Deferred Inflows of Resources	
Deferred pension credits	173,049.51
Net position	
Invested in capital assets, net of related debt	12,439,305.89
Restricted Capital Expansion	23,413.19
Restricted by council	2,892,333.01
Unrestricted	13,288,143.00
Total net position	28,643,195.09

Town of Chapin
Utility Department Profit & Loss
February 2023

	Feb 23
Income	
7000 · Application fees	800.00
7001 · Carolina Water	2,999.91
70041 · Income Sewer Billings	237,926.25
70042 · Income Water Billings	84,667.51
7008 · Sewer Inspections	150.00
7009 · Sewer Tap Fees	10,400.00
7010 · Interest Income	5,665.21
7014 · Water Meter Purchase	550.00
7015 · Water Tap Fees	1,800.00
7020 · Miscellaneous Income	2,303.56
7022 · Septage Receiving Revenue	4,290.00
Total Income	351,552.44
Gross Profit	351,552.44
Expense	
6001 · Utility Dept. Office Rental Exp	
64301 · Electric & Utilities (Water)	25.31
64302 · Electric & Utilities (Elect)	431.27
64761 · Telephone	103.84
66901 · Rent	4,700.00
Total 6001 · Utility Dept. Office Rental Exp	5,260.42
6002 · Capital Replacement/Improvement	
60021 · Non Capital under \$5000	1,518.74
Total 6002 · Capital Replacement/Improvement	1,518.74
6003 · Chemicals	17,185.57
6220 · Dues and Subscriptions	60.00
6245 · Truck Maintenance	330.11
6383 · Insurance W/S	66,728.80
6420 · Contract Operating Fees	569.47
6430 · Electric & Utilities	26,582.31
6445 · Fuel	3,649.73
6460 · Lab Analysis	2,960.00
6470 · Operating Supplies (meters, sig	12,970.26
6475 · Repairs By Outside Contractors	21,949.95
6476 · Telephone	569.59
6477 · Training	595.00
6478 · Internet Service Provider	157.48
6480 · Waste Disposal	16,088.10
6490 · Water Purchase From C/Cola	43,362.92
6600 · Personnel	
66100 · Salaries	41,375.44
66200 · Payroll Taxes	5,638.54
66300 · Retirement	13,348.31
66400 · Health & Dental	15,761.28
66500 · Overtime	1,260.57

Town of Chapin
Utility Department Profit & Loss
February 2023

	<u>Feb 23</u>
66800 · Unemployment Taxes	159.34
Total 6600 · Personnel	77,543.48
6620 · Uniforms	2,331.42
6660 · Legal Fees	3,125.00
6700 · Operational Expense	
6701 · Bank Analysis Charge	28.95
Total 6700 · Operational Expense	28.95
6750 · Office Expense	
6777 · Printing & Copier Expense	124.17
6785 · Software Maintenance	1,575.00
6787 · Postage	5,551.69
6795 · Credit Card Fees	10.00
Total 6750 · Office Expense	7,260.86
6900 · Travel & Ent	
6905 · Lodging	519.28
6920 · Meals	300.91
Total 6900 · Travel & Ent	820.19
Total Expense	311,648.35
Net Income	39,904.09

Town of Chapin
Utility Department Profit & Loss Budget vs. Actual
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
7000 · Application fees	1,725.00	18,000.00	(16,275.00)	9.58%
7001 · Carolina Water	5,668.27	27,000.00	(21,331.73)	20.99%
70041 · Income Sewer Billings	477,833.30	2,898,014.58	(2,420,181.28)	16.49%
70042 · Income Water Billings	171,795.82	1,580,020.00	(1,408,224.18)	10.87%
7008 · Sewer Inspections	1,130.00	21,000.00	(19,870.00)	5.38%
7009 · Sewer Tap Fees	74,750.00	709,000.00	(634,250.00)	10.54%
7010 · Interest Income	11,714.43	20,000.00	(8,285.57)	58.57%
7014 · Water Meter Purchase	1,650.00	33,000.00	(31,350.00)	5.0%
7015 · Water Tap Fees	5,400.00	84,375.00	(78,975.00)	6.4%
7020 · Miscellaneous Income	4,947.00	5,000.00	(53.00)	98.94%
7021 · Town Hall Const. Loan Repayment	0.00	67,000.00	(67,000.00)	0.0%
7022 · Septage Receiving Revenue	4,290.00	50,000.00	(45,710.00)	8.58%
Total Income	<u>760,903.82</u>	<u>5,512,409.58</u>	<u>(4,751,505.76)</u>	<u>13.8%</u>
Gross Profit	760,903.82	5,512,409.58	(4,751,505.76)	13.8%
Expense				
6001 · Utility Dept. Office Rental Exp				
63831 · Insurance (Building)	0.00	550.00	(550.00)	0.0%
64301 · Electric & Utilities (Water)	147.58	2,000.00	(1,852.42)	7.38%
64302 · Electric & Utilities (Elect)	1,042.15	6,800.00	(5,757.85)	15.33%
64761 · Telephone	207.67	1,250.00	(1,042.33)	16.61%
66901 · Rent	9,400.00	56,400.00	(47,000.00)	16.67%
Total 6001 · Utility Dept. Office Rental Exp	<u>10,797.40</u>	<u>67,000.00</u>	<u>(56,202.60)</u>	<u>16.12%</u>
6002 · Capital Replacement/Improvement				
60021 · Non Capital under \$5000	1,518.74	40,620.00	(39,101.26)	3.74%
60025 · Automotive Equipment	4,340.23	70,000.00	(65,659.77)	6.2%
60027 · Heavy Equipment	1,209.87	136,000.00	(134,790.13)	0.89%
60028 · Construction	(132.86)	156,625.32	(156,758.18)	(0.09%)
60029 · Equipment Replacement	28,926.90	85,550.00	(56,623.10)	33.81%
60032 · Professional Services	0.00	40,000.00	(40,000.00)	0.0%
Total 6002 · Capital Replacement/Improvement	<u>35,862.88</u>	<u>528,795.32</u>	<u>(492,932.44)</u>	<u>6.78%</u>
6003 · Chemicals	57,111.60	350,000.00	(292,888.40)	16.32%

Town of Chapin
Utility Department Profit & Loss Budget vs. Actual
January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
6004 · Collection Agency Fee	0.00	2,000.00	(2,000.00)	0.0%
6201 · Current YR Reserve (Restricted)	0.00	200,000.00	(200,000.00)	0.0%
6210 · Debt Service Payment	156,210.01	621,000.00	(464,789.99)	25.16%
6220 · Dues and Subscriptions	375.00	4,000.00	(3,625.00)	9.38%
6225 · Easement compensation	0.00	4,000.00	(4,000.00)	0.0%
6230 · Equipment	0.00	6,500.00	(6,500.00)	0.0%
6245 · Truck Maintenance	1,672.65	15,900.00	(14,227.35)	10.52%
6383 · Insurance W/S	66,728.80	78,895.98	(12,167.18)	84.58%
6420 · Contract Operating Fees	569.47	6,900.00	(6,330.53)	8.25%
6430 · Electric & Utilities	51,626.96	260,000.00	(208,373.04)	19.86%
6445 · Fuel	3,649.73	52,000.00	(48,350.27)	7.02%
6446 · Generator Service Agreement	0.00	10,000.00	(10,000.00)	0.0%
6450 · Instrument Calibration	0.00	4,000.00	(4,000.00)	0.0%
6460 · Lab Analysis	7,998.50	25,000.00	(17,001.50)	31.99%
6470 · Operating Supplies (meters, sig	77,708.71	220,000.00	(142,291.29)	35.32%
6475 · Repairs By Outside Contractors	36,269.95	220,000.00	(183,730.05)	16.49%
6476 · Telephone	18,842.76	31,000.00	(12,157.24)	60.78%
6477 · Training	1,860.00	11,000.00	(9,140.00)	16.91%
6478 · Internet Service Provider	442.12	5,500.00	(5,057.88)	8.04%
6479 · SCDHEC Well Monitoring	0.00	10,000.00	(10,000.00)	0.0%
6480 · Waste Disposal	28,870.87	120,000.00	(91,129.13)	24.06%
6490 · Water Purchase From C/Cola	87,790.39	840,000.00	(752,209.61)	10.45%
6500 · Water Tank Maintenance Contract	0.00	13,600.00	(13,600.00)	0.0%
6600 · Personnel				
66100 · Salaries	129,951.24	1,152,739.01	(1,022,787.77)	11.27%
66200 · Payroll Taxes	12,501.44	84,047.22	(71,545.78)	14.87%
66300 · Retirement	26,376.57	185,269.66	(158,893.09)	14.24%
66400 · Health & Dental	27,271.22	172,989.36	(145,718.14)	15.77%
66500 · Overtime	1,948.00	25,143.00	(23,195.00)	7.75%
66700 · Bonus	0.00	5,100.00	(5,100.00)	0.0%
66800 · Unemployment Taxes	353.45	1,200.03	(846.58)	29.45%
Total 6600 · Personnel	198,401.92	1,626,488.28	(1,428,086.36)	12.2%

Town of Chapin
Utility Department Profit & Loss Budget vs. Actual
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6620 · Uniforms	3,110.58	6,000.00	(2,889.42)	51.84%
6650 · Accounting Fees	0.00	9,500.00	(9,500.00)	0.0%
6651 · Financial Advisor	0.00	7,000.00	(7,000.00)	0.0%
6660 · Legal Fees	3,340.00	60,000.00	(56,660.00)	5.57%
6665 · Permits and Licenses	0.00	4,000.00	(4,000.00)	0.0%
6680 · Engineering Fees	0.00	10,000.00	(10,000.00)	0.0%
6700 · Operational Expense				
6701 · Bank Analysis Charge	57.38	1,000.00	(942.62)	5.74%
6704 · Returned Check	0.00	1,000.00	(1,000.00)	0.0%
Total 6700 · Operational Expense	<u>57.38</u>	<u>2,000.00</u>	<u>(1,942.62)</u>	<u>2.87%</u>
6750 · Office Expense				
6751 · Self-mailers/Printing	0.00	1,000.00	(1,000.00)	0.0%
6755 · Advertising	0.00	3,000.00	(3,000.00)	0.0%
6765 · Computer Hardware Maintenance	0.00	6,000.00	(6,000.00)	0.0%
6770 · Computers & Printers Equipment	0.00	4,000.00	(4,000.00)	0.0%
6775 · Handheld Software Maintenance	0.00	1,800.00	(1,800.00)	0.0%
6777 · Printing & Copier Expense	248.34	4,000.00	(3,751.66)	6.21%
6780 · Supplies	0.00	5,000.00	(5,000.00)	0.0%
6785 · Software Maintenance	1,575.00	10,530.00	(8,955.00)	14.96%
6787 · Postage	9,387.48	35,000.00	(25,612.52)	26.82%
6790 · Repair/Service Calls	0.00	1,000.00	(1,000.00)	0.0%
6795 · Credit Card Fees	20.00	1,000.00	(980.00)	2.0%
Total 6750 · Office Expense	<u>11,230.82</u>	<u>72,330.00</u>	<u>(61,099.18)</u>	<u>15.53%</u>
6900 · Travel & Ent				
6905 · Lodging	749.48	6,000.00	(5,250.52)	12.49%
6920 · Meals	428.32	1,000.00	(571.68)	42.83%
6930 · Travel	0.00	1,000.00	(1,000.00)	0.0%
Total 6900 · Travel & Ent	<u>1,177.80</u>	<u>8,000.00</u>	<u>(6,822.20)</u>	<u>14.72%</u>
Total Expense	<u>861,706.30</u>	<u>5,512,409.58</u>	<u>(4,650,703.28)</u>	<u>15.63%</u>
Net Income	<u><u>(100,802.48)</u></u>	<u><u>0.00</u></u>	<u><u>(100,802.48)</u></u>	<u><u>100.0%</u></u>

Town of Chapin
Utility Fund Transactions - O and M Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/02/2023	7130	Access Analytical, Inc.	48177	√		820.00
02/02/2023	7131	Charles R. Underwood, Inc.	27586	√		198.92
02/02/2023	7132	Dominion Energy	5210045006782 1/23	√		9,440.65
02/02/2023	7133	Fortiline		√		1,021.75
02/02/2023	7134	Industrial Solutions and Supply, Inc.	107416	√		8,150.30
02/02/2023	7135	Kevin Sipes	Work boots	√		150.00
02/02/2023	7136	MAC Service & Pumping		√		1,700.00
02/02/2023	7137	North American Geochemical, LLC	01272023TOC	√		1,443.75
02/02/2023	7138	Omni-site.net	87965	√		16,154.00
02/02/2023	7139	Palmetto Utility Protection Service	INV764	√		569.47
02/02/2023	7140	Town Of Chapin.	January 2023 expenses	√		127,707.81
02/02/2023	7141	USA BLUEBOOK	239386	√		53.36
02/02/2023	7142	Verizon	9926090513	√		582.15
02/02/2023	DEBIT	Lowe's	Supplies/Bobby	√		219.64
02/03/2023	Transfer	TD Bank	Transfer from General Revenue	√	75,000.00	
02/07/2023	Transfer	TD Bank	Transfer from General Revenue	√	50,000.00	
02/07/2023	Transfer	TD Bank	Transfer from General Revenue	√	100,000.00	
02/07/2023	DEP	Deposit	Town of Chapin reimbursement	√	471.98	
02/07/2023	DEBIT	Food Lion	Water	√		44.82
02/08/2023	DEBIT	Amazon	Screen protectors - Duraforce - Matt	√		8.55
02/08/2023	DEBIT	Amazon	Safety vests for Utility Dept.	√		102.38
02/08/2023	DEBIT	Lehigh Outfitters, LLC	Boots - Rick, Eddie, Chuck, Selina, Matt	√		581.97
02/08/2023	DEBIT	VISTAPRINT	Door hangers	√		255.30
02/08/2023	DEBIT	VISTAPRINT	Door Hangers	√		71.58
02/08/2023	DEBIT	VISTAPRINT	Door hangers	√	12.83	
02/09/2023	DEP	Deposit	8-230101 Mac's	√	65.00	
02/09/2023	7143	Access Analytical, Inc.	48045	√		1,102.00
02/09/2023	7144	City of Columbia	01-15858053-1035185-9	√		44,412.97
02/09/2023	7145	Electric Control & Supply Co	1230245-01	√		279.42
02/09/2023	7146	Grainger		√		111.35
02/09/2023	7147	Industrial Solutions and Supply, Inc.	107494	√		2,042.60
02/09/2023	7148	MAC Service & Pumping	3312	√		2,200.00
02/09/2023	7149	Omni-site.net		√		569.59
02/09/2023	7150	USA BLUEBOOK		√		385.55
02/09/2023	7151	Water Works, Inc.	3001271	√		14,808.87
02/09/2023	Transfer	TD Bank	Transfer from General Revenue	√	50,000.00	
02/09/2023	7152	North American Geochemical, LLC		√		3,217.50
02/13/2023	DEBIT	Harbor Freight Tools	Tools for Water Tank Building	√		204.80
02/13/2023	DEBIT	Northern Tools & Equipment	Auto Gate opener	√		1,518.74
02/14/2023	DEBIT	Higher Ground	Utilities	√		157.53
02/15/2023	DEBIT	SCRWA	SCRWA	√		60.00
02/16/2023	7153	Access Analytical, Inc.	46860	√		70.00
02/16/2023	7154	City of Columbia	01-16715001-1057977-8	√		14.50
02/16/2023	7155	Fortiline		√		3,685.64
02/16/2023	7156	HENDERSON ELECTRICAL, INC.	2301	√		944.00
02/16/2023	7157	Hussey Gay Bell		√		29,802.50
02/16/2023	7158	Industrial Solutions and Supply, Inc.	107708	√		2,338.46
02/16/2023	7159	Jet-Vac	2023-3	√		9,178.98
02/16/2023	7160	Karalyn Miskie	Lunch/Neil Higher Ground			38.74
02/16/2023	7161	Kevin Sipes	Pizza/Utilities	√		67.64
02/16/2023	7162	Metts Construction Inc	23-0252	√		385.20
02/16/2023	7163	Pitney Bowes Global Financial	3316980008			212.80
02/16/2023	7164	Professional Mail Services, Inc.		√		5,410.87

Town of Chapin
Utility Fund Transactions - O and M Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/16/2023	7165	Purchase Power	8000-9090-0424-7396	√		400.00
02/16/2023	7166	RICK BRYAN	VOID: Reimbursement	√	0.00	
02/16/2023	Transfer	TD Bank	Transfer from General Revenue	√	50,000.00	
02/16/2023	7167	Palfinger USA, LLC	2023-2	√		4,340.23
02/16/2023	7168	RICK BRYAN	VOID: Reimbursement	√	0.00	
02/16/2023	7169	RICK BRYAN	Reimbursement			460.81
02/16/2023	DEBIT	Home Depot	Pelletized Limestone	√		122.80
02/17/2023	DEBIT	Bridgestone Horsepower LLC	Jetter Repair	√		37.63
02/21/2023	DEBIT	Northern Tools & Equipment	Ratchets	√		66.41
02/22/2023	DEBIT	SCAWWA	Customer Service - Kayla & Kelsey	√		240.00
02/22/2023	DEBIT	JACKS SMALL ENGINE	Mechanical Seal and o-ring	√		45.76
02/22/2023	DEBIT	SiteOne Landscape Supply	Herbicide	√		251.75
02/23/2023	7170	MAC Service & Pumping		√		2,200.00
02/23/2023	7171	Servo South, Inc.	93177			3,097.65
02/23/2023	7172	USA BLUEBOOK	260684			535.53
02/23/2023	DEP	Deposit	MCEC reimbursement for repairs	√	3,812.12	
02/23/2023	DEBIT	Northern Tools & Equipment	T-bolt clamps and hose	√		49.19
02/27/2023	DEBIT	Geiger	3408027	√		320.24
02/27/2023	DEBIT	Camelot by the Sea	WEASC conference/Kevin			333.02
02/27/2023	DEBIT	Geiger	Coats	√		1,749.45
02/27/2023	DEBIT	THE HOME DEPOT	Tools	√		209.16
02/27/2023	DEBIT	Staples	Envelopes, toner, label maker tape	√		128.96
02/27/2023	DEBIT	THE HOME DEPOT	couplings	√		8.53
02/28/2023	DEP	Carolina Water	January - Carolina Water/Corix		2,999.91	
02/28/2023	DEBIT	WEASC	WEASC conference - Rey	√		355.00
02/28/2023	DEBIT	Cummins Atlantic Inc	Rick/parts	√		78.15

Town of Chapin
Utility Fund Transactions - General Revenue Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/01/2023	DEP	Deposit	Deposit	√	897.50	
02/01/2023	DEP	Deposit	Deposit	√	68.00	
02/01/2023	DEP	Deposit	Deposit	√	1,275.17	
02/01/2023	QS1	Deposit	QS1/IVR	√	4,860.46	
02/01/2023	EL	Deposit	EL	√	128.50	
02/01/2023	DEP	Deposit	Deposit	√	2,279.50	
02/01/2023	DEP	Deposit	Deposit	√	1,704.22	
02/01/2023	DEP	Deposit	Deposit	√	2,616.91	
02/01/2023	DEP	Deposit	Deposit	√	1,469.86	
02/01/2023	DEP	Deposit	Deposit	√	1,211.27	
02/01/2023	DEBIT	Deposit	Deposit	√	144.00	
02/02/2023	NSF	Return Deposit Item	Returned item acct#15804	√		42.50
02/02/2023	NSF	Return Deposit Item	Returned item acct# 14433	√		42.50
02/02/2023	NSF	Return Deposit Item	Returned item acct# 178	√		24.50
02/02/2023	NSF	Return Deposit Item	Returned item acct# 13946	√		42.50
02/02/2023	EL	Deposit	EL	√	65.00	
02/02/2023	CREDIT	Deposit	CREDIT	√	67.50	
02/02/2023	DEBIT	Deposit	DEBIT	√	125.00	
02/02/2023	DEP	Deposit	Deposit	√	2,138.11	
02/02/2023	DEBIT	authnet gateway billing	Credit card fee	√		10.00
02/02/2023	QS1	Deposit	QS1/IVR	√	3,725.08	
02/02/2023	QS1	Deposit	QS1/IVR	√	25.00	
02/02/2023	NSF	Return Deposit Item	NSF acct# 12241	√		134.13
02/02/2023	NSF	Return Deposit Item	Return item acct# 14382	√		42.50
02/03/2023	Transfer	TD Bank	Transfer to Operating	√		75,000.00
02/03/2023	EL	Deposit	EL	√	170.00	
02/03/2023	QS1	Deposit	QS1/IVR	√	2,862.81	
02/03/2023	QS1	Deposit	QS1/IVR	√	2,306.18	
02/03/2023	DEP	Deposit	Deposit	√	2,811.06	
02/03/2023	DEP	Deposit	Deposit	√	2,302.06	
02/03/2023	DEP	Deposit	Deposit	√	1,995.13	
02/03/2023	DEP	Deposit	Deposit	√	561.94	
02/03/2023	CREDIT	Deposit	531 Dutchman Shores	√	25.00	
02/03/2023	DEBIT	Deposit	Debit	√	125.00	
02/03/2023	QS1	Deposit	QS1/IVR	√	3,119.97	
02/05/2023	QS1	Deposit	QS1/IVR	√	1,412.07	
02/06/2023	DEP	Deposit	Deposit	√	938.51	
02/06/2023	DEP	Deposit	Deposit	√	273.39	
02/06/2023	EL	Deposit	EL	√	42.50	
02/06/2023	QS1	Deposit	QS1/IVR	√	125.00	
02/06/2023	QS1	Deposit	QS1/IVR	√	125.00	
02/06/2023	QS1	Deposit	QS1/IVR	√	25.00	
02/07/2023	Transfer	TD Bank	Transfer to Operating	√		150,000.00
02/07/2023	DEP	Deposit	Deposit	√	676.76	
02/07/2023	EL	Deposit	EL	√	173.81	
02/07/2023	DEP	Deposit	Deposit	√	2,059.30	
02/07/2023	DEP	Deposit	Deposit	√	2,182.19	
02/07/2023	DEP	Deposit	Deposit	√	138.64	

Town of Chapin
Utility Fund Transactions - General Revenue Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/07/2023	QS1	Deposit	QS1/IVR	√	1,348.03	
02/08/2023	CREDIT	Deposit	CREDIT	√	132.25	
02/08/2023	QS1	Deposit	QS1/IVR	√	1,221.13	
02/08/2023	EL	Deposit	EL	√	49.00	
02/08/2023	QS1	Deposit	QS1/IVR	√	1,353.50	
02/08/2023	QS1	Deposit	QS1/IVR	√	2,380.87	
02/09/2023	Transfer	TD Bank	Transfer to Operating	√		50,000.00
02/09/2023	DEP	Deposit	Deposit	√	115.18	
02/09/2023	DEP	Deposit	Deposit	√	121.95	
02/09/2023	DEP	Deposit	Deposit	√	902.82	
02/09/2023	DEP	Deposit	Deposit	√	650.89	
02/09/2023	EL	Deposit	EL	√	151.00	
02/09/2023	DEBIT	Deposit	DEBIT	√	238.50	
02/10/2023	QS1	Deposit	QS1/IVR	√	5,975.02	
02/10/2023	DEP	Deposit	Deposit	√	1,399.66	
02/10/2023	DEP	Deposit	Deposit	√	2,466.61	
02/10/2023	QS1	Deposit	QS1/IVR	√	4,411.73	
02/10/2023	EL	Deposit	EL	√	68.00	
02/10/2023	CREDIT	Deposit	2016 Amicks Ferry	√	25.00	
02/10/2023	DEBIT	Deposit	DEBIT	√	125.00	
02/12/2023	QS1	Deposit	QS1/IVR	√	1,712.70	
02/13/2023	CREDIT	Deposit	Credit	√	119.50	
02/13/2023	DEP	Deposit	Deposit	√	10,710.31	
02/13/2023	DEP	Deposit	Deposit	√	4,066.15	
02/13/2023	DEP	Deposit	Deposit	√	2,533.25	
02/13/2023	DEP	Deposit	Deposit	√	3,432.78	
02/13/2023	QS1	Deposit	QS1/IVR	√	1,248.13	
02/13/2023	EL	Deposit	EL	√	310.01	
02/13/2023	DEP	Deposit	Brigman	√	2,112.50	
02/14/2023	DEBIT	SIMPLIFILE	Lien release-Jackson	√		15.00
02/14/2023	DEP	Deposit	Deposit	√	3,230.08	
02/14/2023	DEP	Deposit	Deposit	√	2,014.95	
02/14/2023	DEP	Deposit	Deposit	√	2,730.32	
02/14/2023	DEP	Deposit	Deposit	√	436.00	
02/14/2023	QS1	Deposit	QS1/IVR	√	3,343.60	
02/14/2023	EL	Deposit	EL	√	409.60	
02/14/2023	NSF	Return Deposit Item	Returned check acct#13794	√		93.01
02/14/2023	NSF	Return Deposit Item	NSF acct# 12499	√		93.50
02/14/2023	QS1	Deposit	QS1/IVR	√	2,176.89	
02/15/2023	EL	Deposit	EL	√	474.96	
02/15/2023	DEP	Deposit	Deposit	√	151.00	
02/15/2023	DEP	Deposit	Deposit	√	573.17	
02/15/2023	DEP	Deposit	Deposit	√	45.00	
02/15/2023	CREDIT	Deposit	Credit	√	199.25	
02/15/2023	DEP	Deposit	Deposit	√	3,730.23	
02/15/2023	DEP	Deposit	Deposit	√	2,471.33	
02/15/2023	DEP	Deposit	Deposit	√	1,923.63	
02/15/2023	QS1	Deposit	QS1/IVR	√	449.10	
02/15/2023			Service Charge	√		28.95

Town of Chapin
Utility Fund Transactions - General Revenue Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/15/2023			Interest	√	3,222.95	
02/16/2023	Transfer	TD Bank	Transfer to Operating	√		50,000.00
02/16/2023	DEP	Deposit	Deposit	√	2,370.63	
02/16/2023	DEP	Deposit	Deposit	√	1,361.42	
02/16/2023	DEP	Deposit	Deposit	√	1,916.22	
02/16/2023	DEP	Deposit	Deposit	√	1,904.29	
02/16/2023	DEP	Deposit	Deposit	√	1,473.63	
02/16/2023	QS1	Deposit	QS1/IVR	√	2,454.63	
02/16/2023	EL	Deposit	EL	√	392.22	
02/16/2023	CREDIT	Deposit	Credit	√	255.35	
02/16/2023	DEBIT	Deposit	DEBIT	√	125.00	
02/17/2023	DEP	Deposit	Deposit		2,370.63	
02/17/2023	CREDIT	Deposit	Credit	√	6,325.00	
02/17/2023	DEP	Deposit	Deposit	√	611.52	
02/17/2023	QS1	Deposit	QS1/IVR	√	2,816.07	
02/17/2023	EL	Deposit	EL	√	42.50	
02/17/2023	DEP	Deposit	Deposit	√	5,498.74	
02/18/2023	QS1	Deposit	QS1/IVR	√	3,518.53	
02/19/2023	QS1	Deposit	QS1/IVR	√	1,810.66	
02/20/2023	QS1	Deposit	QS1/IVR	√	1,335.61	
02/21/2023	QS1	Deposit	QS1/IVR	√	2,920.08	
02/21/2023	DEP	Deposit	Deposit	√	2,887.02	
02/21/2023	DEP	Deposit	Deposit	√	1,628.73	
02/21/2023	DEP	Deposit	Deposit	√	3,665.08	
02/21/2023	DEP	Deposit	Deposit	√	7,587.26	
02/21/2023	EL	Deposit	EL	√	296.52	
02/21/2023	NSF	Return Deposit Item	NSF ACCT# 14989	√		43.50
02/21/2023	CREDIT	Deposit	Credit	√	3,029.98	
02/21/2023	DEBIT	Deposit	DEBIT	√	158.47	
02/22/2023	QS1	Deposit	QS1/IVR	√	2,425.38	
02/22/2023	DEP	Deposit	Deposit	√	4,735.45	
02/22/2023	DEP	Deposit	Deposit	√	3,459.08	
02/22/2023	DEP	Deposit	Deposit	√	1,088.82	
02/22/2023	DEP	Deposit	Deposit	√	2,444.67	
02/22/2023	DEP	Deposit	Deposit	√	2,921.85	
02/22/2023	DEP	Deposit	Deposit	√	3,459.09	
02/22/2023	EL	Deposit	EL	√	181.50	
02/22/2023	DEBIT	Deposit	DEBIT	√	50.00	
02/23/2023	QS1	Deposit	QS1/IVR	√	2,883.12	
02/23/2023	EL	Deposit	EL	√	664.11	
02/23/2023	DEP	Deposit	Deposit	√	322.97	
02/23/2023	DEP	Deposit	Deposit	√	218.23	
02/23/2023	DEP	Deposit	Deposit	√	440.20	
02/23/2023	DEP	Deposit	Deposit	√	236.00	
02/23/2023	DEP	Deposit	Deposit	√	193.50	
02/23/2023	QS1	Deposit	QS1/IVR	√	2,416.70	
02/23/2023	CREDIT	Deposit	Credit	√	25.00	
02/23/2023	DEBIT	Deposit	DEBIT	√	575.00	
02/23/2023	DEP	Deposit	Deposit	√	3,165.81	

Town of Chapin
Utility Fund Transactions - General Revenue Account
February 1, 2023 to February 28, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Deposits</u>	<u>Payments</u>
02/23/2023	DEP	Deposit	Deposit	√	1,860.22	
02/23/2023	DEP	Deposit	Deposit	√	2,308.91	
02/23/2023	DEP	Deposit	Deposit	√	4,601.37	
02/23/2023	DEP	Deposit	Deposit	√	2,013.98	
02/24/2023	QS1	Deposit	QS1/IVR	√	3,466.59	
02/24/2023	EL	Deposit	EL	√	946.35	
02/24/2023	DEP	Deposit	Deposit	√	739.62	
02/24/2023	DEBIT	Deposit	DEBIT	√	322.09	
02/25/2023	QS1	Deposit	QS1/IVR	√	2,166.10	
02/26/2023	QS1	Deposit	QS1/IVR	√	1,957.77	
02/27/2023	EL	Deposit	EL	√	716.83	
02/27/2023	DEP	Deposit	Deposit		3,356.58	
02/27/2023	DEP	Deposit	Deposit		2,804.37	
02/27/2023	DEP	Deposit	Deposit		3,273.08	
02/27/2023	DEP	Deposit	Deposit		3,744.34	
02/27/2023	DEP	Deposit	Deposit		4,500.03	
02/27/2023	DEP	Deposit	Deposit		3,314.98	
02/27/2023	CREDIT	Deposit	419 Saylor Hall		25.00	
02/27/2023	QS1	Deposit	QS1/IVR		4,726.08	
02/28/2023	DEP	Deposit	Brigman 9-230101		2,112.50	
02/28/2023	EL	Deposit	EL	√	1,061.90	
02/28/2023	DEP	Deposit	Deposit	√	239.00	
02/28/2023	NACHA	Adjustment	Nacha Deposit February 2023	√	80,235.13	
02/28/2023	DEP	Deposit	732 Willow Cove		3,975.00	
02/28/2023	DEP	Deposit	Deposit		390.13	
02/28/2023	QS1	Deposit	QS1/IVR		5,199.08	
02/28/2023	DEP	Deposit	Deposit	√	2,176.26	
02/28/2023	DEP	Deposit	Deposit	√	2,347.54	
02/28/2023	DEP	Deposit	Deposit	√	2,274.42	
02/28/2023	DEP	Deposit	Deposit	√	2,101.20	
02/28/2023	DEP	Deposit	Deposit		4,056.98	
02/28/2023	DEP	Deposit	Deposit		1,156.89	
02/28/2023	DEP	Deposit	Deposit		1,554.50	
02/28/2023	CREDIT	Deposit	Credit		82.67	
02/28/2023	DEBIT	Deposit	Debit		175.00	



Chapin Police Department

Chief Thomas W. Griffin



157 NW Columbia Avenue • P.O. Box 183 • Chapin, SC 29036



Town Council Report-February 2023

Offenses Reported	35
Assisting Other Agency Reports	9
Ticket Count	16
Warning Citations	38
Arrest	4
Motor Vehicle Collisions	13
Officer Initiated Contact	102
Calls for Service	112



Public Works & Utilities Monthly Report

March 2023

Department Information

1. **Boykin Hills** – Staff attended a pre-construction meeting for the new Boykin Hills subdivision on Old Lexington. This meeting was very beneficial to help clarify Town expectations of process and cooperation with the developer/home builder.
2. **Lagoon Closeout/Closure** – Bid documents have been advertised and we have a bid opening scheduled later this month.
3. **SCIIP Grant – East Chapin Force Main** – RIA should announce grant winners by end of March.
4. **I26 Widening** – SCDOT’s contractor has begun relocating the 12-inch tech park force main. We should be able to turn the pump station back on in the coming months. Utility staff also recognized a betterment within this project that the contractor will execute.
5. **SC48 – Columbia Avenue** – Utility staff and our engineer have been working through the design for the Columbia Ave. road widening and new roads. SCDOT has scheduled a coordination meeting in our community room later this month.
6. **Beaufort Street** – Town staff have received bids for the work and are currently scheduling with contractors to expedite this project to minimize interruptions to the businesses along Beaufort Street. Staff is very excited to see this project come to fruition.
7. **Conferences** – Several employees attended the SC Environmental Conference (SCEC). This is an annual conference for water and wastewater professionals and helps keep certifications current for continuing education. We also had staff attend the SC Utility Billing Association (SCUBA) meeting, which covers billing and customer service-related issues for municipal systems.

**TOWN OF CHAPIN
SOUTH CAROLINA**

ORDINANCE NO. 2023-03-003

AN ORDINANCE OF THE TOWN OF CHAPIN, SOUTH CAROLINA AUTHORIZING AN ACCESS LICENSE AGREEMENT BETWEEN THE TOWN OF CHAPIN AND SCHOOL DISTRICT NO. 5 LEXINGTON AND RICHLAND COUNTIES FOR PURPOSES OF CONDUCTING A FEASIBILITY STUDY AND EXPENDITURE OF FUNDS

WHEREAS, the Town seeks to provide additional economic and development opportunities in an accessible, walkable environment that enhances the quality of life for residents and students in the Chapin community; and

WHEREAS, the lack of a central gathering place in the Town of Chapin results in a limited opportunity for community cohesion and identity; the Town desires and intends to further investigate and explore the possibility and feasibility of proposing a Town Center development; and

WHEREAS, the School District 5 of Lexington and Richland Counties owns 2.93 acres identified as TMS: 000700-11-008 and an additional 4.81 acres identified as TMS: 000700-11-009, respectively located on NW Columbia Ave. in the heart of the Town of Chapin, which the District has identified as property that is unsuitable for district needs ("District Property"); and

WHEREAS, the Town of Chapin has approximately 18 acres of undeveloped land and an additional 2.05 acres developed as a small park located on NW Columbia Ave., adjacent to the District Property, which the Town wishes to investigate as to whether it may be legally possible or potentially suitable for development of a Town Center to include a Performing Arts Facility ("Town Property"); and

WHEREAS, the geographic location of the former school property in relation to Chapin Town Hall and the Lexington County library, the historic nature and cultural significance of the area and the potential of the property represents a singular opportunity for the School district, the County and the Town to partner in a way that will be mutually beneficial to all organizations and support the betterment of the Chapin community; and

WHEREAS, the Town requires greater knowledge and understanding of the needs of the community and the feasibility of using the District Property and/or the Town Property for Town Center Development. The Town will issue a Request for Proposals to hire a qualified firm to evaluate the neighborhood compatibility and methods for and feasibility of funding, developing and administering a Performing Arts Facility.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF CHAPIN, SOUTH CAROLINA:

SECTION 1

The Town Council of the Town of Chapin, South Carolina hereby authorizes the Mayor and the Town Administrator to execute an access license agreement with the District in the amount of Five and no/100 (\$5.00) paid to the District for the purpose of allowing personnel and equipment necessary to perform the Feasibility Study and expend \$75,000 of available funds allocated in the Town of Chapin 2023 Municipal Budget through the ARPA Fund balance toward the costs of a Master Plan for Town Center Development and Feasibility Study for a Performing Arts Facility for the District Property, Town Property, and Surrounding Properties.

SECTION 2

That this ordinance shall become effective upon the date of its adoption.

PASSED AND APPROVED THIS 21st DAY OF March, 2023.

Albert R. Koon, Mayor

ATTEST:

Shannon Bowers, Town Clerk

First Reading: February 21, 2023

Second Reading: March 21, 2023

Public Hearing: March 21, 2023

DRAFT



RESOLUTION NO. 002-03-2023

**A RESOLUTION ALLOCATING EXPEDITURES
UNDER THE AMERICAN RESCUE PLAN**

WHEREAS, the American Rescue Plan Act of 2021 (ARPA) was signed into law on March 31, 2021 and appropriates \$19.53 billion to States for distribution to non-entitlement units of local government (NEUs), which are local governments typically serving a population under 50,000; and

WHEREAS, the Town of Chapin South Carolina (the Municipality) is a NEU for purposes of ARPA, received the first allotment of funding in the amount of \$406,489.59 in November 2021 and the second allotment of funding in the amount of \$406,489.59 in October of 2022; and

WHEREAS, the Town will use \$75,000 of ARPA funds to select a firm to conduct a feasibility study on the former school property; and

WHEREAS, in addition to the funds being allocated for the master plan and feasibility study, on November 15, 2022, Town Council approved the 2023 Municipal Budget, which included the use of ARPA funds in the amount of \$95,000 for professional services for other projects; and

WHEREAS, with this expenditure, a total of \$439,826.78 remains of the funds received and immediately available to the Town and for future expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Chapin, South Carolina, in a meeting duly assembled this 21st day of March, 2023 that:

1. The Town will follow its adopted procurement ordinance as it relates to expenditure of ARPA funds for future purchases as appropriate.
2. The Town Administrator will continue to bring any future expenditure requests before the Town Council in the form of a resolution

Albert Koon, Jr., Mayor
Town of Chapin, South Carolina

ATTEST:

Shannon Bowers, Town Clerk
Town of Chapin, South Carolina