

ORDINANCE NUMBER 022-12-2021

An ordinance to establish the General Operations, Hospitality Tax and Enterprise/Utilities Budget for 2022 for the Town of Chapin and to provide for a General Property Tax of 13.07 mills.

General Operations Budget for Calendar Year 2022

REVENUES	2021 BUDGET	2022 BUDGET
Real Property Taxes	\$ 165,000.00	\$ 165,000.00
Homestead Exemption	\$ 4,200.00	\$ 4,200.00
Vehicle Taxes	\$ 14,000.00	\$ 14,000.00
Broker Taxes	\$ 10,000.00	\$ 10,000.00
Misc. Taxes	\$ 4,150.00	\$ 4,150.00
Business License Fees	\$ 368,000.00	\$ 380,000.00
Franchise Fees	\$ 242,000.00	\$ 242,000.00
ITCP/TTCP	\$ 570,000.00	\$ 561,000.00
State Shared Revenue	\$ 38,600.00	\$ 42,887.00
Fines & Forfeitures	\$ 51,500.00	\$ 51,500.00
Prayer Breakfast	\$ 3,200.00	\$ 3,200.00
Interest Income	\$ 450.00	\$ 350.00
Misc. (Rents, Permits)	\$ 57,160.00	\$ 69,000.00
Festival & Parade Income	\$ 25,000.00	\$ 25,000.00
Grant Income	\$ -	\$ -
PROCEEDS FROM SALE OF ASSETS	\$ -	\$ 2,000.00
USE OF FUND BALANCE	\$ 43,850.00	\$ 144,191.33
TRANSFERS IN	\$ 56,400.00	\$ 56,400.00
TOTAL REVENUES	\$ 1,653,510.00	\$ 1,774,878.33
EXPENDITURES		
MAYOR & TOWN COUNCIL		
Salary - Mayor	\$ 14,200.00	\$ 14,200.00
Salaries - Town Council	\$ 8,000.00	\$ 8,000.00
Payroll Taxes	\$ 1,698.30	\$ 1,698.30
Health Insurance	\$ 5,234.40	\$ 5,234.40
Retirement	\$ 2,928.38	\$ 3,110.38
Unemployment Expense	\$ 70.84	\$ 70.84
Legal Expense	\$ 25,000.00	\$ 25,000.00
Meetings/Conf./Training	\$ 2,500.00	\$ 1,500.00
Contingency	\$ -	\$ -
Telephone	\$ -	\$ 500.00
Sponsorships	\$ -	\$ -
Dues, Subscriptions, Fees	\$ 150.00	\$ 150.00
Misc.	\$ 8,600.00	\$ 8,600.00
TOTAL TOWN COUNCIL	\$ 68,381.92	\$ 68,063.92
ADMINISTRATION		
Salaries	\$ 221,731.89	\$ 270,712.67
Payroll Taxes	\$ 16,870.69	\$ 20,594.76
Health Insurance	\$ 43,179.36	\$ 56,212.56
Retirement	\$ 35,502.24	\$ 46,031.22
Insurance Workmans Comp	\$ 1,600.00	\$ 1,000.00
Unemployment Expense	\$ 180.32	\$ 225.38

PROFESSIONAL SERVICES

Auditor	\$	10,000.00	\$	10,000.00
MuniCode	\$	3,985.00	\$	3,985.00

OPERATING EXPENSES**Utilities/Building/Upkeep**

Electricity/Water	\$	20,940.00	\$	21,340.00
Building & Grounds	\$	5,384.00	\$	6,300.00
Internet/Web Services	\$	6,395.00	\$	6,430.00
Cable	\$	280.00	\$	280.00
Channel 2 service	\$	-	\$	-
Telephone	\$	5,000.00	\$	5,000.00
Debt Service	\$	125,908.21	\$	-
Current Year Budget Reserve Fund (Restricted)	\$	-	\$	-
Awareness, Promotion and Advertising	\$	6,650.00	\$	6,650.00
Community Events and Promotions	\$	20,500.00	\$	20,500.00
Dues, Subscriptions and Fees	\$	2,000.00	\$	2,000.00
Security Services	\$	800.00	\$	800.00
Temporary Labor	\$	-	\$	-
Training	\$	5,750.00	\$	5,750.00

OFFICE SUPPLIES

Postage/Mailing	\$	1,320.00	\$	1,320.00
Equipment Rental	\$	972.00	\$	972.00
Copier Supplies/Maintenance	\$	1,680.00	\$	2,580.00
Computer Maint./Software	\$	9,300.00	\$	9,300.00
Insurance Build/Tort Bond	\$	19,630.00	\$	19,630.00
General Office Supplies	\$	6,500.00	\$	5,000.00
Equipment/Furniture	\$	1,500.00	\$	7,625.00

MISC OPERATING EXPENSES

Lexington Co. Tax Billing	\$	3,500.00	\$	3,550.00
Professional/Technical	\$	16,950.00	\$	58,000.00
Cleaning Svc/Supplies	\$	7,405.00	\$	7,155.00
Contributions	\$	2,700.00	\$	1,500.00
Misc Operating Expenses	\$	4,374.86	\$	4,296.00

SUBTOTAL ADMINISTRATION

	\$	608,488.57	\$	604,739.59
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TOTAL ADMINISTRATION

	\$	676,870.49	\$	672,803.51
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MUNICIPAL COURT**PERSONNEL SERVICES**

Staff Salaries/Bonus	\$	51,419.08	\$	46,060.00
Payroll Taxes	\$	3,910.61	\$	3,500.64
Health Insurance	\$	5,072.64	\$	7,746.00
Retirement	\$	8,229.39	\$	7,824.26
Insurance Workmans Comp	\$	300.00	\$	300.00
Unemployment Expense	\$	45.08	\$	45.09
Municipal Judge	\$	23,660.00	\$	23,660.00
Professional Services (Legal)	\$	22,000.00	\$	22,000.00
Jurors	\$	1,600.00	\$	1,600.00
Audit Fees	\$	-	\$	-
Contract & Temporary Labor	\$	650.00	\$	650.00
Insurance Build/Tort Bond	\$	150.00	\$	150.00
Training	\$	1,500.00	\$	1,500.00
Operating Expenses	\$	8,375.00	\$	8,025.00
Equipment Rental	\$	1,000.00	\$	1,000.00
Remittance to State	\$	32,000.00	\$	32,000.00
Victims Assistance	\$	3,500.00	\$	3,500.00
Other	\$	-	\$	-

TOTAL MUNICIPAL COURT	\$	163,411.80	\$	159,560.99
PUBLIC WORKS				
Building Grounds Maint.				
Salaries/Overtime/Bonus	\$	42,250.92	\$	43,904.96
Payroll Taxes	\$	3,163.35	\$	3,289.88
Health Insurance	\$	5,072.64	\$	5,072.64
Retirement	\$	6,656.86	\$	7,353.19
Insurance Workmans Comp	\$	3,500.00	\$	3,500.00
Unemployment Expense	\$	45.09	\$	45.09
Insurance	\$	2,200.00	\$	2,200.00
Landscaping Services	\$	-	\$	-
Building Maintenance	\$	5,500.00	\$	5,500.00
Maintenance Agreements - HVAC	\$	1,600.00	\$	1,855.00
Operating Expenses	\$	-	\$	-
Beaufort St Water/Electric	\$	43,500.00	\$	43,500.00
TOTAL PUBLIC WORKS	\$	113,488.86	\$	116,220.76
PUBLIC SAFETY/POLICE DEPT.				
Personnel Services				
Salaries/Bonus	\$	395,161.89	\$	418,604.22
Overtime	\$	13,020.00	\$	13,020.00
Payroll Taxes	\$	31,088.21	\$	32,858.60
Health Insurance	\$	63,565.92	\$	64,316.40
Retirement	\$	76,307.26	\$	84,948.28
Insurance Workmans Comp	\$	22,000.00	\$	18,000.00
Unemployment Expense	\$	315.57	\$	315.57
TOTAL PERSONNEL	\$	601,458.85	\$	632,063.07
POLICE OPERATING COSTS				
Operating Expenses				
Car/Tort/Honesty/Legal Ins.	\$	26,000.00	\$	26,000.00
Gas/Oil	\$	14,000.00	\$	19,000.00
Uniform & Equipment	\$	4,000.00	\$	6,000.00
Vehicle Maintenance	\$	10,000.00	\$	10,000.00
Membership/Dues	\$	500.00	\$	500.00
Advertising/Promotion	\$	400.00	\$	300.00
Office Supplies	\$	2,000.00	\$	2,000.00
Postage	\$	600.00	\$	600.00
Printing Expense	\$	530.00	\$	530.00
Police Travel	\$	-	\$	-
Phones & Pagers	\$	9,750.00	\$	9,500.00
Officer Training	\$	3,500.00	\$	5,000.00
Maintenance Agreements	\$	-	\$	-
Equipment Rental	\$	1,000.00	\$	1,000.00
Equipment Purchase/Replace	\$	12,500.00	\$	28,000.00
Computers & Office Equipment	\$	7,000.00	\$	9,300.00
Software	\$	4,500.00	\$	4,500.00
Miscellaneous	\$	1,000.00	\$	1,000.00
Firing Range	\$	1,000.00	\$	1,000.00
SUBTOTAL OPERATING	\$	98,280.00	\$	124,230.00
TOTAL POLICE	\$	699,738.85	\$	756,293.07
TOTAL PUBLIC SAFETY	\$	699,738.85	\$	756,293.07
CAPITAL OUTLAY: ESTIMATED				
Vehicles - Police	\$	-	\$	70,000.00
Building	\$	-	\$	-
Park - Walking Trails behind Town Hall	\$	-	\$	-

Town Hall Entrance	\$	-	\$	-
Archiving solution - paperless	\$	-	\$	-
Streets/Improvements	\$	-	\$	-
Land - Bike/Pedestrian Path	\$	-	\$	-
Grant Local Match	\$	-	\$	-
TOTAL CAPITAL OUTLAY	\$	-	\$	70,000.00
TOTAL EXPENSES	\$	1,653,510.00	\$	1,774,878.33

Hospitality Tax Budget for Calendar Year 2022

REVENUES	2021 BUDGET	2022 BUDGET
Local Hospitality Tax	\$ 610,000.00	\$ 690,000.00
Interest	\$ -	\$ 1,350.00
TOTAL REVENUES	\$ 610,000.00	\$ 691,350.00
 EXPENDITURES		
Christmas Decorations	\$ 10,000.00	\$ 10,000.00
Marketing	\$ 5,000.00	\$ 5,000.00
Road Enhancement Project	\$ 570,000.00	\$ 601,350.00
Sidewalks/Beaufort Street	\$ 25,000.00	\$ 25,000.00
Way Finding Signage/Consultant	\$ -	\$ 25,000.00
Dog Park on Town Hall grounds	\$ -	\$ 25,000.00
TOTAL EXPENDITURES	\$ 610,000.00	\$ 691,350.00

Enterprise/Utilities Operations Budget for Calendar Year 2022

REVENUES	2021 BUDGET	2022 BUDGET
7000 - Application Fees	\$ 14,000.00	\$ 18,000.00
7001 - Carolina Water	\$ 27,000.00	\$ 27,000.00
70041 - Income Sewer Billings (Includes Capital)	\$ 2,484,000.00	\$ 2,667,000.00
70042 - Income Water Billings	\$ 1,129,000.00	\$ 1,387,000.00
7008 - Sewer Inspections	\$ 10,000.00	\$ 20,000.00
7009 - Sewer Tap Fees	\$ 604,000.00	\$ 766,000.00
7010 - Interest Income	\$ 20,000.00	\$ 20,000.00
7014 - Water Meter Purchase	\$ 9,000.00	\$ 44,000.00
7015 - Water Tap Fees	\$ 27,000.00	\$ 112,000.00
7016 - Transfer in from Fund Balance	\$ -	\$ -
7017 - Town Hall Const. Loan Repayment	\$ 67,000.00	\$ 67,000.00
7020 - Miscellaneous Income	\$ 5,000.00	\$ 5,000.00
7022 - Septage Receiving Revenue	\$ -	\$ 60,000.00
TOTAL PROJECTED REVENUE	\$ 4,396,000.00	\$ 5,193,000.00
EXPENDITURES		
6000 - Bad Debt Expense	\$ 4,000.00	\$ 4,000.00
6001 - Utility Dept. Office Rental Exp.		
6383 - Insurance (Building)	\$ 550.00	\$ 550.00
6430 - Electric & Utilities (Elect)	\$ 6,800.00	\$ 6,800.00
6430 - Electric & Utilities (Water)	\$ 2,000.00	\$ 2,000.00
6476 - Telephone	\$ 1,250.00	\$ 1,250.00
6690 - Rent	\$ 56,400.00	\$ 56,400.00
Total 6001 - Utility Dept. Office Rental Exp.	\$ 67,000.00	\$ 67,000.00
6002 - Capital Replacement/Improvement		
60021 - Non Capital under \$5000.00	\$ 33,900.00	\$ 33,200.00
60022 - Furniture and Fixtures	\$ -	\$ -
60025 - Automotive Equipment	\$ 63,000.00	\$ 70,000.00
60027 - Heavy Equipment	\$ 115,000.00	\$ 246,000.00
60028 - Construction	\$ 121,000.00	\$ 86,000.00
60029 - Equipment Replacement	\$ 125,000.00	\$ 125,000.00
60030 - Computer Software	\$ -	\$ -
60031 - Computer Hardware	\$ -	\$ -
60032 - Professional Services - Capital Project	\$ 40,000.00	\$ 40,000.00
60033 - Capital Improvement Reserve Fund	\$ -	\$ -
Total 6002 - Capital Replacement/Improvement	\$ 497,900.00	\$ 600,200.00
6003 - Chemicals	\$ 320,000.00	\$ 350,000.00
6004 - Collection Agency Fee	\$ 2,000.00	\$ 2,000.00
6180 - Contributions	\$ -	\$ -
6200 - Depreciation	\$ -	\$ -
6201 - Current YR Budget Reserve Fund (Restricted)	\$ 40,000.00	\$ 200,000.00
6210 - Debt Service	\$ 621,000.00	\$ 621,000.00
6220 - Dues and Subscriptions	\$ 2,000.00	\$ 2,000.00
6225 - Easement Compensation	\$ 4,000.00	\$ 4,000.00
6230 - Equipment Maintenance	\$ 6,500.00	\$ 6,500.00
6245 - Truck Maintenance	\$ 14,000.00	\$ 18,000.00
6383 - Insurance W/S	\$ 67,650.00	\$ 67,650.00
6420 - Contract Operating Fees	\$ 4,000.00	\$ 6,000.00
6430 - Electric & Utilities	\$ 200,000.00	\$ 250,000.00
6445 - Fuel	\$ 28,000.00	\$ 30,000.00
6446 - Generator Service Agreement	\$ 14,000.00	\$ 14,000.00
6447 - Grass Cutting	\$ -	\$ -
6450 - Instrument Calibration	\$ 4,000.00	\$ 4,000.00

6460 - Lab Analysis	\$	20,000.00	\$	20,000.00
6470- Operating Supplies	\$	150,000.00	\$	220,000.00
6475 - Repairs by Outside Contractors	\$	295,000.00	\$	320,000.00
6476 - Telephone	\$	28,000.00	\$	28,000.00
6477 - Training	\$	7,000.00	\$	10,000.00
6478 - Internet Service Provider	\$	6,000.00	\$	6,000.00
6479 - SCDHEC Well Monitoring	\$	25,000.00	\$	25,000.00
6480 - Waste Disposal	\$	25,000.00	\$	100,000.00
6490 - Water Purchase from C/Cola	\$	546,760.00	\$	630,000.00
6500 - Water Tank Maintenance Contract	\$	12,000.00	\$	12,000.00
6530 - Miscellaneous	\$	-	\$	-
	\$	2,441,910.00	\$	2,946,150.00
6600 - Personnel				
66100 - Salaries	\$	890,306.00	\$	989,415.00
66200 - FICA	\$	68,108.00	\$	75,690.00
66300 - Retirement	\$	127,449.00	\$	153,437.00
66400 - Health & Dental Ins.	\$	112,044.00	\$	111,059.00
66500 - Overtime	\$	18,459.00	\$	18,459.00
66600 - Part-time	\$	-	\$	-
66700 - Bonus	\$	4,500.00	\$	4,800.00
66800 - Unemployment Taxes	\$	1,200.00	\$	1,200.00
66900 - Performance Based Pay	\$	43,824.00	\$	48,690.00
Total Personnel	\$	1,265,890.00	\$	1,402,750.00
6620 - Uniforms	\$	6,000.00	\$	6,000.00
6650 - Accounting Fees	\$	8,000.00	\$	8,000.00
6660 - Legal Fees	\$	15,000.00	\$	60,000.00
6665- Permits and Licenses	\$	4,000.00	\$	4,000.00
6680 - Engineering Fees	\$	10,000.00	\$	10,000.00
	\$	43,000.00	\$	88,000.00
6700 - Operational Expense				
6701- Bank Analysis Charge	\$	8,000.00	\$	8,000.00
6704 - Returned Check	\$	1,000.00	\$	1,000.00
Total 6700 Operational Expense	\$	9,000.00	\$	9,000.00
6750 - Office Expense				
6751 - Self mailers/Printing	\$	2,000.00	\$	2,000.00
6755 - Advertising	\$	4,000.00	\$	4,000.00
6765 - Computer Hardware	\$	6,000.00	\$	6,000.00
6770 - Computers & Printers Equipment	\$	4,000.00	\$	4,000.00
6775 - Handheld Software Maintenance	\$	1,800.00	\$	1,800.00
6777 - Printing & Copier Expense	\$	4,000.00	\$	4,000.00
6780 - Supplies	\$	5,000.00	\$	5,000.00
6785 - Software Maintenance	\$	6,000.00	\$	7,000.00
6787 - Postage	\$	28,000.00	\$	32,000.00
6790 - Repair/Service Calls	\$	1,100.00	\$	1,100.00
6795 - Credit Card Fees	\$	1,000.00	\$	1,000.00
6800 - Other	\$	-	\$	-
Total 6750 - Office Expense	\$	62,900.00	\$	67,900.00
6900 - Travel & Entertainment				
6905 - Lodging	\$	3,000.00	\$	6,000.00
6920 - Meals	\$	600.00	\$	1,000.00
6930 - Travel	\$	800.00	\$	1,000.00
Total 6900 Travel & Entertainment	\$	4,400.00	\$	8,000.00
TOTAL EXPENSES	\$	4,396,000.00	\$	5,193,000.00

Total Combined General Operations, Hospitality Tax and Enterprise/Utilities Budget for Calendar Year 2022

TOTAL REVENUE	\$ 6,659,510.00	\$ 7,659,228.33
TOTAL EXPENSES	\$ 6,659,510.00	\$ 7,659,228.33

The Chapin Town Council hereby adopt the above 2022 General Operations Budget, Hospitality Tax Budget and Enterprise/Utilities Budget while maintaining a General Property Tax of 13.07 mills.

First Reading: November 9, 2021

Public Hearing: December 7, 2021

Final Reading: December 7, 2021

Mayor:

Attest:




