



**Financial Analysis,
Long Term Financial Plan, and
First Release of the
First Draft FY18 Budget,**

April 21, 2017

LAURENS COUNTY SC

**Jon Caime
Laurens County Administrator**

**Appendix A: First Draft FY18 Budget Produced by
Lisa Kirk, Finance Director and
Jon Caime, County Administrator**

GENERAL DISCUSSION:

This is a first release of the draft detailed financial analysis and long range financial plan for Laurens County Government. The analysis and planning narrative part was produced by the County Administrator, with the actual FY18 budget following this report. This will be the first budget for the new County Administrator (appointed 5/16) and will contain many proposed changes. New financial ideas will be proposed with this budget. In addition this budget will be addressing financial issues that will hopefully lay a sound financial future to build from. This financial analysis and long term plan is still a work in progress with a goal of finalizing the financial analysis and long term financial plan for the FY19 budget.

Appendix A contains the first draft FY18 budget which is the proposed detailed spending plan for the FY18 Laurens County Government starting July 1, 2017 and ending June 30, 2018. Appendix A was produced by Lisa Kirk, Finance Director and Jon Caime, County Administrator. Appendix B contains any backup information provided by the departments requesting funding.

It is normal for government finances to look only at a 12 month planning period however sound business management dictates that we look long term. Long term financial planning will involve a lot of assumptions some of which will come to fruition and others that will not. By looking at long term financial models we can be more informed on the effects of the financial decisions we make today. This financial analysis and long term financial plan report starts the process of long term financial planning. The information presented for the long term financial plans has assumptions and relies on the existing data that has been uncovered to date.

Enhanced planning efforts will begin to be addressed with this FY18 budget. It is anticipated that comprehensive financial plans including rolling capital replacement plans and long range capital plans will be introduced in FY18 and beyond, but not ready for implementation until FY19 or later. A detailed salary analysis has already been started with a goal of implementation in FY18. Because of the massive restructuring proposed by the County Administrator, the financial analysis and plans will be a leading part of the FY18 budget but should move to the background in later fiscal years once implemented.

The format of the FY18 budget is being revised and expanded. Actual audited spending are being expanded from 1 prior fiscal year to three for better trend analysis. For the current year (FY17), we are including an additional column that is the projected expenditures for the current fiscal year. This column is mostly calculated by prorating forward the year to date (YTD) expenditures. Some projections are placed based on estimated year end projected spending such as lump sum items that may have already occurred or are expected to occur. For the upcoming fiscal year three columns are presented FY18 departmental requested, FY18 Administration recommended, and FY18 Final.

BUDGET ADOPTION SCHEDULE:

February 1: Completed budget worksheets returned to the Administration. **COMPLETE**

March (goal): Administration will present the first draft to the County Council for informational purposes only. Administration will then distribute first draft to the departments and budget managers. Administration will be available to meet with the departments and budget managers if they want to review the first draft budget. **DELAYED UNTIL 4/21/17- NOW COMPLETE**

April-June: Council works on Budget

May 9, 2017: First Reading of Budget Ordinance

May 23, 2017: Second Reading of Budget Ordinance

June 27, 2017: Public Hearing and Third and Final Adoption

OVERVIEW OF SIGNIFICANT FINANCIAL FINDINGS TO CONSIDER

Summary:

Estimated Impact

(annual impact unless noted otherwise)

Item 1: Retiree Health Insurance Compliance with Existing Policy (begins 7/1/17)	\$130,000
Item 2: Retiree Health Insurance Lifetime Benefit Sunset	\$TBD
Item 3: Personnel Policy Changes (implemented January 1, 2017):	
Item 3a: One hour paid lunch reduced to 0.5 hours (cost estimate of more hours gained)	\$273,416
Item 3b: No paid leave-part time/temporary employees (cost reduction over time, new hires only)	\$30,000
Item 4: Eliminate the unfunded mandate Victims Assistance Fund	\$52,000
Item 5: Repayment of Prior Year Victims Assistance Fund Unfunded Mandates (one time)	\$267,000
Item 6: Health Insurance Wellness Program (maximum annual assuming we eliminate our markup)	\$645,373

Item 7: Workmans Comp Insurance Risk Management Program (annual assuming we reduce our markup)	\$400,000
Item 8: Sheriff Office Special Source Revenue Carve Outs	
Item 8a: SO Office Carve outs-one time	\$182,000
Item 8b: SO Office Carve outs-annual	\$ 75,000
Item 8c: DC Carve outs-one time	\$250,000
Item 8d: DC Office Carve outs-annual	\$100,000
Item 9: Treasurer Special Source Revenue Carve Outs	
Item 9a: Treasurer Office Carve outs-one time	\$977,514
Item 9b: SO Office Carve outs-annual	\$TBD
Item 10: Telecommunications Audit (portion of the impact listed at right)	\$463,034
Item 11: Energy Efficiency Program	\$TBD
Item 12: COC Special Source Funds (one time, implemented in FY17)	\$103,762
Item 13: Ordinance 625 Surplus Reduction (one time, implemented FY17)	\$332,000
Item 14: Retirement Increases	(\$)TBD
Item 15: COLA for wages	(\$)TBD
Item 16: 654 Funds	\$1,100,000

Details:

Item #1: Retiree Health Insurance Compliance with Existing Policy (begins 7/1/17) estimated annual savings in excess of \$130,000. See section 2 of this report. There has been much discussion and debate on this subject. The past interpretations of the County policy to provide certain retirees with lifetime health insurance coverage is covered in more detail below. Based on earlier estimates the policies implemented by County Council will result in this amount of potential savings in FY18 and annually ever year after that for just the existing retirees. Savings will be increase in future years by elimination of this for future retirees and with the increased cost of health insurance.

Item #2 Retiree Health Insurance Lifetime Benefit Sunset \$TBD. There has been much discussion and debate on this subject. See section 2 of this report. The policy to provide certain retirees with lifetime health insurance coverage is a growing liability and is covered in more detail below.

Item #3: Personnel Policy Changes (implemented January 1, 2017) is self explanatory. Note that the item 3a is a dollar value productivity measure estimate. See section 2 of this report.

Items #4 & #5: Eliminate the unfunded mandate Victims Assistance Fund is describe in detail in a section 4 of this report but if implemented will reduce annual GF spending by approximately \$52,000 and repay the GF FB an estimated \$267,000 over time.

Item #6: Health Insurance Wellness Program (maximum annual assuming we reduce our markup). Annual savings based on current markup and current coverage costs is a total of \$645,373 for taxpayers plus and additional \$120,000 or more for the employees cost. Discussed in more detail in section 2 of this report.

Item #7: Workmans Comp Insurance Risk Management Program (annual assuming we reduce our markup)\$400,000. This is a best case scenario but is used to highlight the importance of focusing on this issue (risk management). See section #5 of this report for more information. Currently we have one of the highest (worst) markups in the pool costing us \$210,400 annually above the pool average. An additional \$205,000 annually would be saved if we had the top (lowest) markup of the pool.

Item #8: Sheriff Office Special Source Revenue Carve Outs (SO Office-one time-\$182,000, annual \$75,000, DC-one time \$250,000, annual \$100,000). These are Special Source Revenue Carve Outs (rough estimated numbers). See section 3 of this report, one time impacts will negatively impact our GF FB D but will reduce GF spending for several years. The annual carve outs will be long term impact but will have a neutral effect on our finances.

Item #9: Treasurer Special Source Revenue Carve Outs TBD. See section 3 of this report, there is a one time \$977,514 impact (FY16 audit figure) which will negatively impact our GF FB UD but will reduce GF spending for several years. The annual carve outs will be long term impact but will have a neutral effect on our finances.

Item #10: Telecommunications Audit portion of \$463,034 annually (to be determined). The County has budgeted \$296,834 for telecommunications (plus an additional \$166,200 in E911). We are looking at hiring a consulting firm that will evaluate our system and propose cost savings (elimination of lines, bundling etc...). They are paid from a portion of the savings for a set period of time. See section #1 of this report for more details.

Item #11: \$TBD. We are currently quantifying this program. This program will give us long term energy savings and those savings will be used to pay for the necessary capital improvements. Net effect should be revenue neutral at the least. Program is expected to save us money by allowing us to replace capital improvements now, and enjoy the energy efficiency savings long term. See section #1 and #7 for more details.

Item #12: COC Special Source Funds (one time, implemented in FY17) \$103,762. See section #1 for more details.

Item #13: Ordinance 625 Surplus Reduction (one time) \$332,000 (proposed to take place in FY17) see section #1 below "special revenue funds"

Item #14: Retirement Increases see section 2 of this report. Cost are being quantified. Statewide proposed legislation will increase the LGF to offset 50% of the increase in FY18 then cover 100% of the cost after that.

Item #15: COLA for wages (\$TBD) see sections #1 and #2 of this report for more information. It is important that we keep our wages in pace with inflation. This is NOT a pay raise but is simply keeping wages adjusted for inflation. The inflation (CPI) from 12/15 to 12/16 was 1.3% so a 1.3% COLA is recommended for all wages.

Item #16: 654 Funds \$1,100,000. This will temporarily affect GF FB UD as we reconfigure these funds to match our enabling legislation of Ordinance 645. See section 3 of this report for more details.

SECTION 1: FY18 BUDGET

Overview:

A very detailed analysis was performed on our finances and several financial restructuring proposals are included in the current budget. For the this first release of the first draft budget I have chosen to get a first draft budget presented to the County Council, departments, and the public on April 25, 2017 however this is only a rough first draft and SHOULD NOT be considered a final product at this time. The goal is to get the information to the County Council (CC) so Council can begin discussions on the various components of the budget in time to adopt the budget by 7/1/17.

The administration will continue to refine this rough first draft with a goal of finalizing a first draft budget in time for first reading. First reading is proposed for May 23, 2017 but may be delayed if allowed by law. If the budget is not finalized by 7/1/17 and if allowed by law, a continuance resolution will be enacted by County Council on June 27, 2017 to allow CC more time to finalize the FY18 budget.

1A) Expenses:

The numbers presented in this first release of the first draft budget have not had final quality control reviews so should be used as a general guidance only. The numbers as presented show a 10.6% increase requested by the departments over the FY17 budget for the General Fund. Most requests for capital, requests for additional personnel, and increases compensation have been stripped out of the recommended column at this point. These will require action by County Council to add back to the budget. The column presented for recommended currently represents a 5% decrease over the FY17 budget but again this is very preliminary and is expected to be close to balanced. General Fund is in the \$23-25,000,000 range depending on capital approved.

There are also several "Special Revenue Funds" (SRF) discussed in more detail in this report that are in addition to the GF numbers above. Fund 122 is the indigent care fund which is proposed to be assimilated into the GF (approximately \$165,000-self funded). Fund 123 4 is a combination of 2 funds and 3 departments in FY17 into a single fund and a single department (Fire) (approximately \$2,500,000-self funded). Fund 128 EMS is approximately \$3,500,000 and has its own millage and revenue sources but has a commingled relationship with GF. Fund 129 is the Victims Assistance Fund which may be considered a State mandate but has been funded by the local taxpayers for several years and currently "owes" the GF approximately \$250,000. This fund runs a significant deficit annually at \$170,000 in expenses with only \$120,000 in revenue. Fund 134 is a Fire capital fund that commingles rolling (annual) capital finances with one time bond finances (total approximately \$2,000,000 for FY18). Fund 210 is the "solid waste enterprise" fund which has not been financially accounted for as an enterprise fund. Fund 210 is self funded at approximately \$2,100,000. Fund 342 is the education fund, a self funding fund of approximately \$190,000 annually.

Total budget is approximately \$33,600,000 to \$35,000,000 for FY18.

Several significant impacts to our finances are highlighted in summary section at the beginning of this report with more in depth information provided within this entire report. Once again for this first release first draft budget, there is a lot more work to be done on our finances however a few significant proposals are highlighted here briefly.

We are currently working on a telecommunications audit. The County has budgeted \$296,834 for telecommunications and an additional \$166,200 in E911. A telecom audit will involve hiring a consulting firm that will evaluate our systems and propose cost savings. They are experts in this area and should uncover inefficiencies in our current telecom spending through the elimination of lines, bundling etc. The consultants are paid from a portion of the savings for a set period of time. We anticipate completing this audit in May with findings presented to the CC in time for incorporation into the final FY18 budget.

We have also initiated an energy efficiency program. This program will give us long term energy savings and those savings will be used to pay for the necessary capital improvements (which are expected to be well into the six figure range). The net effect should be revenue neutral at the least but will be cost saving in the long term. Plus this program will eliminate the unplanned (but expected) significant costs for replacement of our HVAC systems which are beyond their useful life. This program is expected to save us money by allowing us to replace capital improvements now, and enjoy the energy efficiency savings long term.

1B) Revenues:

Revenue figures are very preliminary as of this first release. Tax revenues will increase by 1.6% per the State Legislature Act 388 accounting for \$TBD increased revenue over FY17. This increase is based on two factors, increase in population (which requires increases in services) and increases in inflation (which requires an increase in costs).

LOST sales tax revenues are a critical source of funding accounting for approximately 13% of the GF tax revenue. In addition, the LOST sales taxes provide tax relief to the taxpayers directly on their property tax bills. The County should focus on ways we can increase commerce in Laurens County which will require spending upfront for tourism, parks, recreation, commercial development, and residential development but will pay more money in the future in sales tax revenues. With 50(?) miles of Interstate in Laurens County we can also capture and export our tax burden with sales taxes applied to non-residents traveling through the County. Additionally we have extensive leakage of sales tax revenues as Laurens County residents shop in Greenville and Greenwood Counties. A proposed FILOT restructuring will provide necessary resources to County government to implement tools to enhance LOST sales tax revenues.

FILOTs are a critical and growing revenue source for Laurens County. Preliminary revenue for GF FILOT revenue accounts for 14% of the GF property tax revenue in FY18. More importantly is the growth in FILOT revenues. According to the data I have been presented with, FILOT revenues grew 14% from 2013 to 2014. These revenues grew an impressive 37% from 2014-2015 (these are tax years so we are still compiling the data for 2016 tax year which will be fully available in FY18). In addition to the revenue directly generated from FILOT revenues there are additional positive financial impacts to our revenues through the provision of jobs associated with these FILOT investments. Laurens County should seek ways to continue and improve on our success in generating FILOT revenues by providing the funding needed to promote more economic development activity in our County. A proposed FILOT restructuring will provide necessary resources to County government to implement tools to enhance FILOT revenues.

The Local Government Fund has not yet been finalized for FY18 by the State legislature. This critical source of funding accounts for approximately 12% of our overall GF revenue. The State Legislature has taken away \$5,546,466 in Laurens County LGF funds since 2009 when they used these funds to balance their own spending. This year the State Legislature is working on several pieces of parallel legislation dealing with the LGF and the pension fix. So far the proposed legislation may pay for 50% of the proposed pension fix cost for FY18 (Statewide) through an increase in the LGF. This legislation may pay 100% of the proposed pension fix costs starting in FY19. VERY ROUGH estimates for the proposed legislation will provide an additional \$500,000 in LGF for FY18 which is still a shortfall in our LGF allocation of approximately \$500,000.

This proposed increase in LGF will only offset roughly half of the increased cost for the pension fix. The remaining cost for the pension fix may need to be funded in FY18 as an unfunded mandate by the State legislature which could equate to approximately 3 mill tax increase (preliminarily).

1C) Budget Management Practices revised for the FY18 Budget:

As an outsider reviewing our finances with fresh eyes, our financial presentations appear to not be very transparent. The finances may be easy to understand for our leaders who have built these finances for many years but they are very difficult to decipher for an outsider. One of the main themes in the proposed budget management practices under my administration is to make our finances more transparent for outside

users. This will require much more information to be presented, more notes highlighting the financials, and more related plans being developed and referred to (some of which are not directly financial but do impact our finances).

All of our financial information will be published to our new website. This will allow anyone, anytime, to access our financial information. This will also save money by allowing our operations to be more efficient, produce less paper, and disseminate information quickly. Transparency is a core part of our form of government and promotes a trust in the services provided by CC. It also save us money and increases trust and communication.

As an outsider analyzing our finances for the first time I have also had a very difficult time determining financial trends. Trend analysis helps to plan ahead by looking at past spending trends and then projecting those trends forward. With the limited time I have had thus far plus the limited amount of data I have been able to extract from our past finances, I have been able to produce a few limited financial models. Ultimately I plan to produce financial models the County can utilize to plan ahead. These financial models will hopefully be available in FY19.

Financial models will include capital replacement plans that can be used for planning for the very costly capital replacement needs in the future. There are very little to no capital replacement and management plans in place currently. Developing these plans may take several years and will require the help of outside consultants but are a critical tool we must develop if we want to produce a more sound financial future.

For example we currently do not have a management plan for our road assets. With hundreds of miles of County roads (these are NOT state roads) plus numerous bridges and pipes, we need to have a sound road asset management plan in place. The first step is developing an inventory which is a goal of the Public Works department. Once the inventory is developed we will need an analysis of the conditions of these assets as well as a replacement cost and plan. With this information we can then plan ahead on the potential multimillion dollar liability. A FILOT restructure has been proposed to help fund this program.

Financial plans such as capital replacement plans will be added to the budget either as an appendix or be referred to as a parallel plan. With the heavy workload of my first 10 months, plus the limited resources my staff and I have, we currently have limited financial planning in place in time for this first release budget. A FILOT restructure will be a key asset proposed for tax year 2017 that will give us funding to be able to put in place the resources we need to produce a road map for our future.

The format of the FY18 budget is being revised and expanded in multiple areas. One major revision is the moving of personnel costs from a lump sum single number (in dept 551) to the individual departments. This will increase our transparency and provide us with accurate costs for our various services. For example the Detention center budget for FY17 was listed as approximately \$3,100,000 when the true cost of this operation is 25% higher at closer to \$4,000,000. Data like this is important for transparency reasons to explain to the public the true cost to provide the services we provide. It is also important as we produce financial plans for the future. Further it can aid CC when they need to make financial decisions such as the cost to provide Detention Center services to other agencies such as the Municipalities.

For the actual FY18 budget the format has been revised to include more data. Actual audited spending are being expanded from 1 prior fiscal year to three for better trend analysis. This will allow us to easily see the actual line item spending for 3 prior fiscal years so we can more accurately determine if requested line item funding for the upcoming fiscal year is in line with prior year trends.

For the current year (FY17), we are including an additional column that is the projected expenditures for the current fiscal year. This column is mostly calculated by prorating forward the year to date (YTD) expenditures. Some projections are placed based on estimated year end projected spending such as lump sum items that may have already occurred or are expected to occur. This will add a fourth fiscal year of historical data on each line item to allow us even more information as we determine FY18. In addition the projected line items in the FY17 columns will give us an early indication of the current fiscal year potential outcomes. This helps us manage our current budget to quickly highlight potential problems of overspending or underbudgeting.

For the upcoming fiscal year three columns are presented FY18 departmental requested, FY18 Administration recommended, and FY18 Final.

Traditionally the County has separated out the fire budget as a separate budget from the other various County budgets. In addition the fire budgets were adopted after the prior fiscal year ended requiring a continuance resolution. This year the fire budget has been incorporated into the other County budgets for adoption.

Starting in FY17, I have instituted line item control for the departments (individual budget line items are not allowed to be exceeded without my preauthorization). Previously individual line items were allowed to exceed their budget. Requiring line controls provides several financial tools. First of all it forces departments to more adequately monitor their departmental spending and control spending. When a department runs short in their individual line item they will have to curb spending or have more room in another part of their budget to cover the shortfall. Secondly line item controls force the departments to more accurately budget for their expenses. Line item controls will aid in transparency too.

While still too early to accurately report, it appears as though one of the most difficult components of our prior year financial reporting is the commingling of funds especially capital funds. Operations and maintenance (O&M) is the true cost of running our operations annually. O&M costs generally increase over time as we increase services and/or as inflation drives up costs. However these increases are generally measurable and predictable. O&M cost increases can be financially planned ahead by using historical data to provide trend analyses that can be used to model where we will be financially in coming years. This is important as we plan ahead for where we want Laurens County to go in the future.

Capital spending however does not follow the same "rules" as O&M. Capital revenues such as bond revenues peak when the revenues are received. Then the expenses show up in subsequent years. In addition, capital spending does start and end on a fiscal year calendar. O&M starts 7/1 of each year and ends on 6/30 of the following year. O&M is therefore measurable in 12 month increments. Capital spending however may start in one fiscal year, continue in the following fiscal year, and not terminate until several fiscal years after it began.

For this first release FY18 first draft budget, there has been an attempt to strip out the capital spending. It will still be accounted for and a component of our FY18 budget it will simply be separated from the O&M. This will give us a more transparent and easier to understand financial presentation. I am still very uncertain on the status of our fund balance(s) FB.

Special Revenue Funds:

ORDINANCE 625 FUNDS: Ordinance 625 (9/26/06) established the distribution of FILOT funds pursuant to the individual Park Agreements. In particular 1(c)b(ii) refers to the set distribution of \$360,000 annually to the LCDC. Fund 331 is an internal fund where these revenues flow from the collections to the LCDC. An excess above the \$360,000 has accumulated in this fund and is proposed to be transferred to the County.

A separate action is also proposed to restructure the FILOT revenues to provide the County with resources needed to increase economic activity. A vibrant economic future should include multiple economic engines. A diversified portfolio of economic resources will provide for a more prosperous and stable economic future and is one of the primary goals of this Administrator. However to provide these economic engines we will need resources that currently do not exist in our organization. The intent is to use FILOT money which is generated by increased economic activity to support more economic activity.

ORDINANCE 654 FUNDS: See section 3 of this report for more detailed information on this fund. This will have a neutral impact on our budget but will affect our general fund fund balance undesignated (money that is not set aside for any designated purpose) (GF FB UD) short term (\$1,100,000) but must be corrected in FY18 so we are compliant with our enabling Ordinance 654.

COC Special Source Funds: There were funds in an account managed by the Clerk of Court that were abandoned funds from many years ago. An IGA (intergovernmental agreement) was created to free up these resources to be used for suggested activities (one time, implemented in FY17) \$103,762. See section #1 for more details.

Fund 122 Indigent Care Fund: The enabling legislation for this fund was created in 1993 via ordinance 374. This ordinance established the millage at 2 mills. We have only been using 1 mill of taxes in recent years. In addition, we have not established this as a designated fund but have commingled the millage into the GF as a revenue source. Two actions are currently being proposed for this millage. The first is a resolution (proposed to be adopted 4 25) for reconciling prior fiscal years management of these funds. The second component will eliminate and/or revise Ordinance 374 to reduce the millage from 2 mills to 1 mill and make this a component of the annual operating budget. Fund 122 is approximately \$165,000 annually, has no fund balance and is self funded (revenues cover expenses).

123/4 Fund

Two funds and three departments for the Fire department are being combined in FY18. We will go from 2 funds to one fund, and 3 departments to one department. This will simplify the finances of this department and increase transparency. This action will not affect the finances (increase or decrease) but will eliminate many duplicated line item budgets. This budget is established via annual appropriation and not subject to Act 388 caps however we have kept the millage stable annually at 18.1 mills. Fund 123 4 is generates approximately \$2,500,000 annually, is self funded and carries its own designated FB.

128 EMS

This fund is set annually by the appropriation ordinance (budget) and is subject to Act 388 caps. In the past we have treated this as a separate fund but in reality this is component of the GF. Excess funds are placed in the GF FB UD and deficits are funded by that same GF FB UD. We are not recommending a separation of this fund as a true SRF at this point but will continue to fund it as a pseudo SRF so we can more accurate track the costs for this service. What is interesting is that this fund apparently ran a surplus in FY16 and is currently projected to potentially run a surplus in FY17. Fund 128 EMS is approximately \$3,500,000 annually, has its own millage and revenue sources but has a commingled relationship with GF no FB (surplus/deficits applied to GF FB UD).

EMS services are in need of additional resources (personnel and equipment). We are also investigating the potential to add staff to reduce overtime expense (OT). OT hours lose 50% for each hour so a reduction in OT has a net effect of increasing resources by 50%.

We are also exploring the potential synergies of a combined EMS and Fire service. We intend to propose a pilot program in later FY18 for creating a new Firefighter/paramedic position(s) in the new Fountain Inn Thompson Road Fire Station. Combined fire/EMS service is common for urban areas and the northern section of Laurens County is rapidly progressing to a more urban environment. Additionally, if we want to promote more economic activity in Northern Laurens County to take advantage of the growth of the GSP metro growth, we will have to provide more services required for the urban environment.

As identified by a CC planning session, a major capital improvement program is being developed for replacement/enhancement of EMS fixed assets. The preliminary stages of this program are being developed right now. The goal is to have the necessary information in place for CC in time for a potential bond referendum.

Fund 129 Victims Assistance Fund. This fund is discussed in detail in section 4 of this report. Fund 129 is the Victims Assistance Fund which may be considered a State mandate but has been funded by the local taxpayers for several years and currently “owes” the GF approximately \$250,000. This fund runs a significant deficit annually at \$170,000 in expenses with only \$120,000 in revenue. This fund has a negative FB (owes GF).

Fund 134 Fire Capital:

Fund 134 is actually two funds that the external auditors have combined into one fund. The first component is the Fire Bond Fund, which is a sinking fund (will continue to be expended until all funds are depleted). The second component is rolling fund of 1.9mills (currently) used to pay for a large lease purchase secured for purchase of 9 fire engines and 3 fire tankers (est \$1.1M remain @ \$400k/yr, final payment FY20). This fund will continue until the lease is paid off and may be extended or increased in the future as capital replacements are needed in the future. A long term capital replacement plan is needed for this component. For the FY18 budget I have combined these two funds in our budget similar to the way our auditors present these funds which will increase the transparency of these funds. Fund 134 is self funded (bonds/leases/millage) and carries a designated FB.

210 fund: "Solid Waste Enterprise" Fund

Fund 210 is the "solid waste enterprise" fund which has not been financially accounted for as an enterprise fund. This fund was established via Ordinance 326 in 1990 (with fee revision(s) in subsequent years). Funds have been commingled with GF and our external auditors have placed excess revenues into GF FB UD. The action of commingling the funds within GF and the action of accounting for the surpluses generated as GF FB UD may not be compliant with the enabling legislation. Fund 210 is self funded at approximately \$2,100,000 annually and should carry a designated FB but the surplus has been commingled into the GF FB UD.

A proposed revision to this funds enabling legislation may be proposed in the coming months to align this fund with the management practices we have been operating under. A reserve should be established which will significantly reduce our GF FB UD. A long term capital management plan is needed for this vital County operation to include the long term landfill liabilities plus the replacement of existing fixed and rolling capital.

Fund 342 Higher Education Fund: This fund is set by an annual appropriation (budget ordinance) and is not subject to Act 388 caps. Workforce development is a key component of our future economic prosperity. The Piedmont Tech CAM center, future scholars scholarship program, Piedmont Tech Laurens Campus, and USC Upstate Laurens are critical tools we have for encouraging a brighter economic future. Fund 342 is a self funding fund of approximately \$190,000 annually.

Proposed FILOT SRF: FILOT revenues described in other sections of this budget report are a growing and important part of our finances. We need to do all we can to enhance economic development (ED). Two critical components of ED are infrastructure (addressed in several sections of our budget) and workforce development. For the infrastructure component, County Council has no set aside reserve that they are complete control over. A set aside reserve is needed as described in several sections of this report. A restructured FILOT ordinance will produce that reserve and an SRF will be created to account for that reserve.

“CARVE OUTS”: There are several funds that are controlled by constitutional officers called “carve outs”. These funds have been commingled in our GF and accounted for through various means. Although these funds have legislative restrictions, our external auditors have designated some of the surplus FB as GF FB UD. Most of these funds are being removed from the GF by the Sheriff and Treasurer.

SO CARVE OUTS: The Sheriff office and the detention center have about 8 special source revenue carve outs. These funds have designated reserves in our GF FB D which are being removed by the Sheriff. These funds also have annual reoccurring revenues which are being removed by the Sheriff. These carve outs will adversely affect our GF FB (removal of about \$600,000) however these funds are designated so CC could not utilize these funds unilaterally anyway.

These carve outs will also adversely affect the GF revenues (removal of about \$175,000 annually). CC is advised to monitor these transactions and respond accordingly by reducing the GF from the SO dept542 and the DC dept 523. A line item placeholder has been placed within these departments to highlight potential reductions in GF allocations in lieu of these carve outs being a component of GF. A plan of action has been discussed with the SO and DC to request information on their proposed actions for these funds.

TREASURER CARVE OUTS. Treasurer special source revenue carve outs will be removed the Treasurer. There are two funds which have both reserves and annual income. The Treasurer is working with the County to produce a plan of action to eliminate the negative impact the removal of these funds will have the GF. For the FY16 audit, \$977,514 of our GF FB UD but will be removed as part of this carve out. Our external auditors did not place this as GF FB D so this will have a significant impact on our GF FB UD.

These funds also produce a significant amount of annual revenue that will be remove through the Treasurer. The Treasurer is working with the Administrators Office to remove expenses from the GF with a goal of eliminating the negative impacts to our annual operating GF as well as to reverse the negative impacts to our GF FB UD. A plan of action is currently in the works and not yet finalized.

SECTION 2: PERSONNEL:

Personnel Overview:

A majority of the expenses in the Laurens County budget are for personnel. With this FY18 budget we are proposing an elimination of the grouping of employee expenses in department 551 General Fund (GF). For the five year period from FY12 to FY16 we under budgeted for insurance and benefits by \$1,261,903. In FY16 there was an approximate \$500,000 (28%) error in the budgeting for Health Insurance. A similar \$423,826 overage for benefits and insurance was recorded in the FY15 audit. Eliminating the 551 grouping of all departmental benefits and insurance should help to reduce this under budgeting.

A restructuring of personnel and functions has also been implemented. More restructuring is being proposed with this FY18 budget and will be brought to County Council for approval. Restructuring of personnel and functions has already (and will continue to) increase efficiency, have more accountability, increased teamwork, and reduce the operational errors uncovered.

The moving of the personnel expenses for FICA, Health Insurance, and Retirement to the departmental budgets rather than lumped into the 551 department, will provide better accountability for the true cost of the various services we provide. These costs will no longer be buried in a lumped 551 department but will be accounted for in the actual department in which the service is funded. Additional personnel costs for workman's compensation insurance, other insurances, etc.. may not be migrated into the departments for FY18 but our goals are to get these migrated also to the individual departments for FY19.

A parallel multiphase compensation program is being prepared with a goal of implementation of phases 1 & 2 in FY18. The net financial impact of phases 1 & 2 will be quantified prior to finalization of the FY18 budget. Laurens County did this market evaluation in 2008 (2008 Archer Study). Beginning in FY09 all wages were brought up to market base wages based on this study. All accrued comp time was paid out. That action gave Laurens County a fresh start with competitive market based wages. However since that time the program was not adhered to so the current compensation program is in need of repair as discussed below.

2A) Benefits:

GENERAL: Laurens County provides an outstanding benefits package that is superior to many private sector benefits packages. A majority of our benefits are provided through the State employment benefits system. Employee compensation includes the wages we pay plus the benefits. An FY18 goal for the HR Department is to quantify the true value added to a wage of each employee's benefits package so that employees can see the dollar value added from their benefits in addition to the wages they receive. An additional goal for HR Department should be to ensure employees are well educated on the various benefits we offer as well as enhancing the employee's ability to access additional benefits that are provided by our providers at a reduced or free cost such as free annual health screenings.

With a \$1,261,903 miss budgeting for insurance and benefits (in particular health insurance), there have been significant errors in our budgeting for our benefits costs. For FY18 we are implementing budgeting methods to reduce this miss-budgeting. One tactic is that we will no longer lump all benefits into one line item in one department but rather we will break out the benefits for each department. In addition we will use more accurate budgeting process to more accurately estimate our benefits costs.

BENEFITS AND INSURANCE (miss budgeting according to audits):

FY16 overbudget : \$278,021

FY15 overbudget : \$423,826

FY14 overbudget: \$130,635

Health Insurance (retiree and regular employees-audit was different than FY14):
FY12 overbudget: \$429,421

RETIREMENT: Public sector employees have long enjoyed the benefits of a defined benefit retirement program (pension). In comparison with private sector wages, public sector employees normally sacrifice a lower wage in lieu of the benefits such as pensions, health insurance, stable employment etc. During the recent recession, with high unemployment, a populist backlash occurred on public sector employees. Compounding this in South Carolina was the State's lack of addressing the unfunded liability of the State pension program.

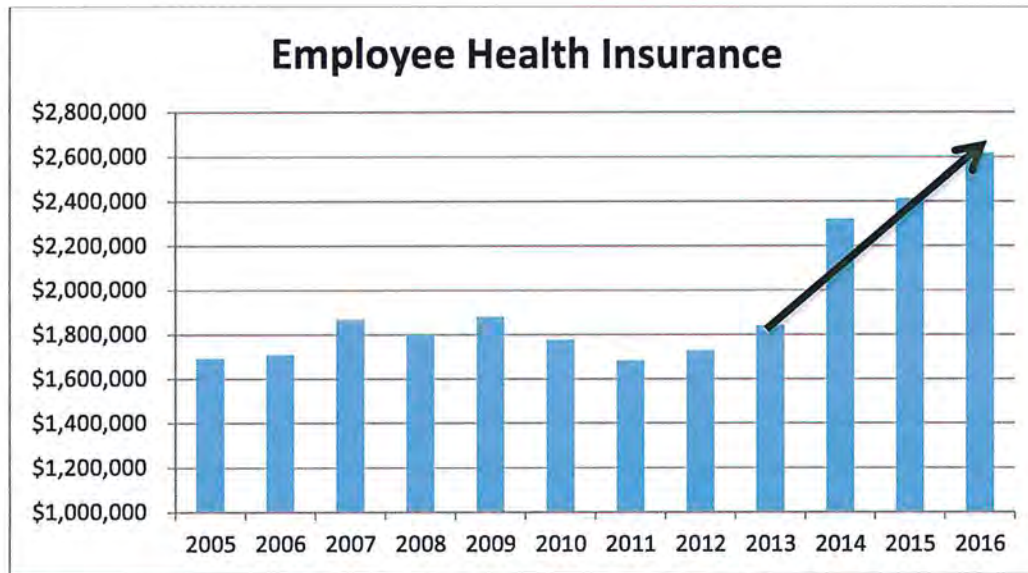
As of this first draft there is proposed legislation moving through the House and Senate that will have long term impacts on the costs for providing retirement benefits. A portion of the increased cost of this benefit is also being proposed to be funded through a special allocation or through an increase in the LGF. The financial impacts on FY18 will be estimated for this first draft FY18 budget but not be able to be finalized until the State legislation is complete. Once the legislation is complete we will be able to build the impacts into our long term financial planning.

HEALTH INSURANCE: Laurens County's loss ratio has been higher than the pool which results in markup of the cost to provide this coverage. In 2017 we had a 24.7% markup on our health insurance cost with a net financial impact of \$650,000 in additional costs to the taxpayers for providing employee health insurance. An additional \$150,000 of cost was borne by the employees as a result of this markup. The net impact of approximately \$800,000 provides a great opportunity to have significant impacts to our operations.

It is too early to provide options to address these opportunities for this report but a goal for FY18 is to look at ways we can address this problem. Ideas may include partnering with the YMCA, GHS, or adding in house health services. Some of these ideas may cost us money but the net impact will be a reduction in costs. In addition, we will increase productivity by having healthier employees, less time out of work, more productive employees, and enhanced positive attitudes.

Health insurance load factors were 16.7% and 16.4% in FY15 and FY16. The net financial impact from FY15,16 and 17 is an estimated increased cost of \$1,600,000. Programs to address this significant financial impact may provide a great opportunity to reduce tax payer expenses, enhance the lives of our employees and their families, and increase efficiency.

The load factor is one important component of our health insurance liability which we may have some control over. The overall cost increases of providing health insurance we do not have control over. The chart below entitled "Employee Health Insurance" illustrates that our cost for this service remained relatively stable for the 9 year period from 2005 to 2013 at average of \$1,800,000 annually. The past three years illustrate an alarming trend with the cost of insurance growing 42% or an additional \$775,000 annually.



2B) Compensation Analysis

Compensation (wages) received has been one of the biggest complaints by employees and department heads. The first step in analyzing our compensation program is to ensure we are offering a market based competitive entry level pay. We would also be wise to have the ability to hire employees with experience at a rate higher than entry level. In addition we should have a system in place to keep wages up with inflation (COLA).

Our current compensation system has very little structure. We have approximately 200 different entry level pays. Our entry level pay is apparently not firmly established because the entry level pay has to be calculated by the HR Director each time based on the current salary minus any longevity increases applied to that salary. Similar positions (clerk for example) have many different entry level pays. An across the

board pay increase was much appreciated by the employees however we may have skewed our pay even further from market level pay for some positions while barely addressing the market differential for other positions. It is highly recommended that we establish our entry level pay (market based) and set up a structured pay system.

An externally created detailed salary analysis was performed in 2008 establishing a structured pay system comprised of about 15 main pay grades. This structured system was implemented in 2008. However the structured system was not complied with since then resulting in collapse of the previously created structure. An update to the wage figures of this 2008 study was conducted in 2012 but the implementation of these new wages figures is uncertain. For FY18 the same company that did the original study was rehired to review that study and update the study where needed. My goal is to have a comprehensive wage program that can be phased in over several fiscal years.

For FY18 my goal is to have the first phase of this program ready for implementation prior to the start of the FY18 budget. The primary goal of this first phase is to establish a market analysis of all positions and revised standardized entry level pay grades for all new hires. Existing employee wages will most likely not be recommending for addressing unless there is vast differential (wages below the stated starting wage). Due to the fact that wages were reportedly adjusted in 2008 most wages should be in line with market wages.

The financial impacts of returning to a structured pay system are not yet quantified but are not expected to be of significant impact due to the fact that wages were reportedly adjusted in 2008. Impacts may occur where we have not applied a COLA (see discussion below) and/or market wages have increased for positions since the 2008 study.

Once we establish a structured pay system it is important that we adhere to this system. For FY19 future phases may include a proposed longevity or incentive system. A separate compensation analysis and plan is currently being worked on by the County Administrator. A preliminary draft of this plan will be provided during the FY18 budget cycle with a goal of finalizing this plan for first implementation in FY18 followed by future phase implementations in FY19 or later.

2C) Personnel Policy Changes (implemented in FY17 as of January 1, 2017 with Fiscal impact on FY18):

A new policy manual was created by an employment lawyer drawing upon our existing policies. A few changes were implemented with this study. The first was that administrative employees have a normal working schedule of 9am to 5pm. The 1 hour paid lunch was reduced to 0.5 hours (this is similar to other nearby County policies). Estimated increased productivity from this plan to be \$273,416 annually (more hours worked). This also brought all departments (40 hour) to a similar schedule (some departments had 37.5 hour work weeks, some had 35 hour work weeks). Implementation of this policy is a duty and requirement of the department heads and captured through the signed time sheets submitted for payroll.

The second change implemented with this new employee policy manual that had financial impact was that no paid leave will be granted for part time or temporary employees (new hires only). Only regular full time employees will be given paid leave. Estimated cost savings is about \$30,000 annually for this program once fully implement through attrition and new hires.

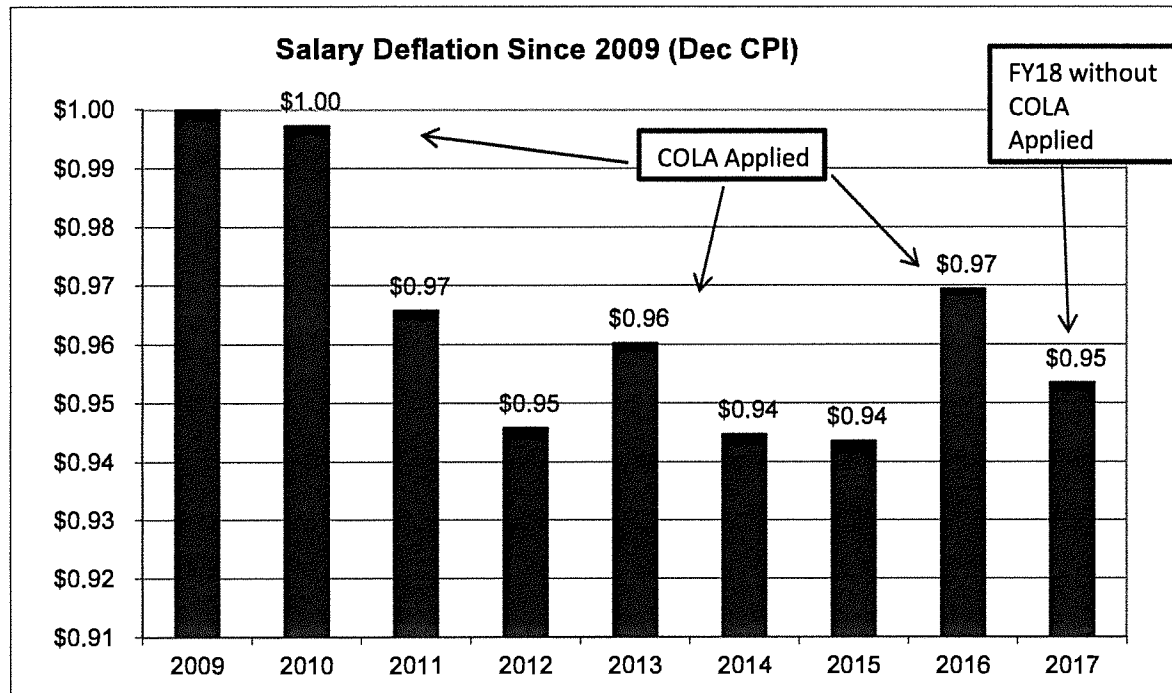
2D) Cost of Living Adjustment (COLA)

A comprehensive compensation plan will help to ensure we have fair market wages. Keeping our wages in pace with inflation is critical to sound long term financial planning. A cost of living adjustment (COLA) should be applied to our wages on a regular basis. This is not a “raise” but rather a way to keep our wages from eroding in value. If we fail to regularly apply a COLA to our base wages we risk eventually carrying a large financial burden on to future County Councils. In addition we will fail to continue to have a competitive wage to attract and keep quality employees. (see “Salary Deflation Since 2009 CPI” chart).

The chart below labeled “Salary Deflation Since 2009 (Dec CPI)” visually shows the effect of inflation CPI and COLAs in Laurens County since the Great Recession. Because market based wages were applied to wages in 2008, the effects on CPI since 2009 should give us a good general indication of how our wages are in comparison with market wages since 2008.

A 1% COLA was applied in 2010 which kept the value of our wages in pace with inflation (ideally the wages will remain stable at \$1.00). A 3% CPI inflation in 2011 and no COLA dropped our wage value. A 2% CPI inflation in 2012 and no COLA dropped our wages by 2% more. A 3% COLA was applied in 2013 but that only offset the CPI and brought wages back to \$0.96. Inflation and no COLA in 2014 dropped wages again. No inflation in 2015 and no COLA kept wages stable in 2015. A \$0.50/hr (varying percentage) COLA brought average wages up to \$0.97 (although our higher wages did not keep pace with inflation see discussion below).

As this chart illustrates by not applying a regular COLA we will decrease the value of our wages which will eventually cost the County a lot of money to get wages back on pace with the market. The CPI from 12/15 to 12/16 is 1.3%. Failure to apply this COLA to wages will further deflate wages (on average now that we have applied an across the board set \$0.50/hr wage to all wages) of approximately 5%. Our market analysis (see parallel compensation report) will give us a better indication if our wages are on par with market value.



ACROSS THE BOARD VS. PERCENTAGE COLA:

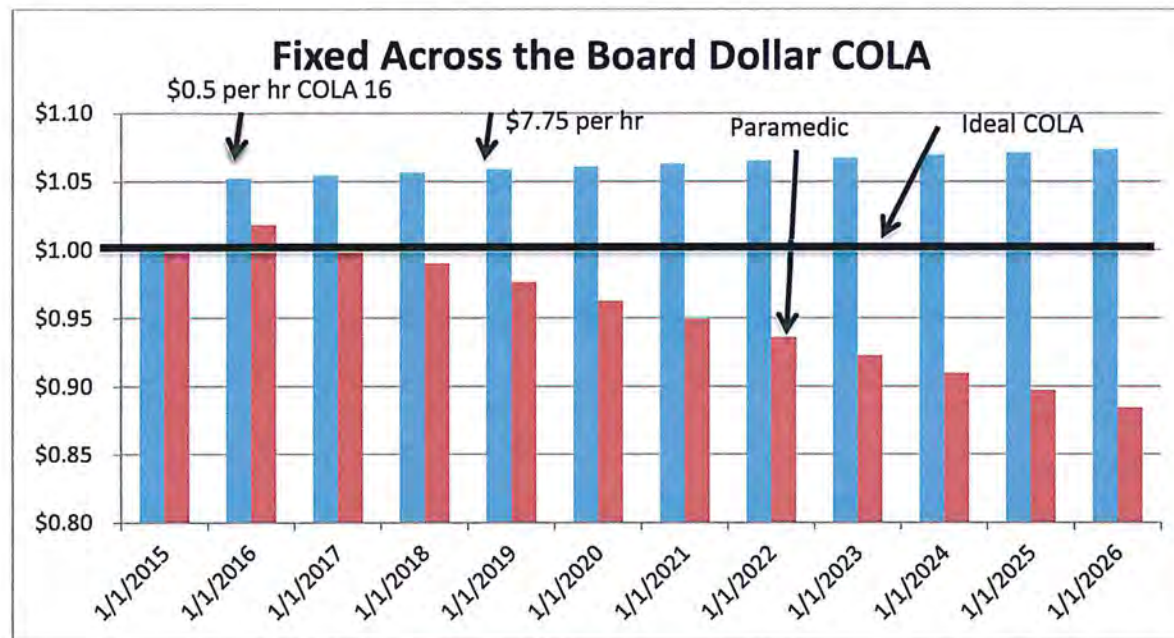
Without a COLA the value of the dollar earned today decreases. Over time that decrease in wages taken as a whole organization can amount to a very large sum of money. By not applying a COLA we are passing on this debt to future generations who then must come up with large sums of money to get wages back competitive as a market wage.

An across the board \$0.50 per hour COLA was applied to wages in FY16. The philosophy of an across the board dollar COLA is that a lower paid employee has to buy the same basics as a higher paid employee so an across the board dollar COLA seems to be the most fair way to apply a COLA. A COLA is not a “pay increase” it is simply keeping the purchasing power of a wage the same. An across the board COLA may sound like a fair practice but it compresses wages by increasing wages on the low end (exceeding inflation) and decreasing wages on the high end (not keeping pace with inflation).

It is recommended that a percentage based COLA be applied to wages in the future. The wage increase of \$0.50 per hour amounted to a 6.5% increase for the lowest paid position which may have increased the pay for this position above the market rate (according to the 2008 Archer wage study adjusted with CPI). By comparison department head positions received a 2% increase in pay.

Short term an across the board flat dollar amount of COLA seems to be fair but this may not be the best long term business management practice. The chart below "Fixed Across the Board Dollar COLA" is just a simplified model to illustrate this point. It is highly recommended that we at least consider the long term financial impacts of the financial decisions today so this model is being introduced to illustrate the potential long term impacts of an across the board COLA.

The model assumes an annual \$0.25/hr across the board COLA is applied to wages over the next decade. The first set of columns is a wage earning \$7.75 per hour now. Assuming a 3.0% annual CPI this wage will actually outpace inflation by 7% (ideal COLA keeps the wage at \$1.00 over the next decade). By contrast the same \$0.25/hr across the board COLA is applied to wages over the next decade to the current paramedic wage causes that wage to decrease in value 11%. Taken as a whole, the net effect is potential over market wages on the lower end of the pay scale and potential under market wages in the midrange over the long term. This impact is more compounded for wages on the higher end.



2E) Retiree Health Insurance Program:

ITEM 1: RETIREE HEALTH INSURANCE COMPLIANCE WITH EXISTING POLICY

(Approved for implementation by County Council on February 14, 2017 effective 7/1/17) (note this is as of the writing of this first draft, any changes implemented by County Council after this first draft will need to be quantified).

a. Coverage for retirees (est. overpayment by taxpayers of \$107,585 in 2017):

Current Legacy Policy (still in place): *" Individual coverage premiums and any spouse or family coverage must be paid by the retiree as set forth by the State Health Plan in such amounts as may be in effect at the time of retirement.*

Currently we have 37 retirees where the Laurens County taxpayers paid the FULL single coverage premium for. For working employees we cover the employer portion (\$453/month) and the employee pays \$122/month. For retirees we have been paying the full \$575 per month. Policy was clarified by County Council that beginning 7/1/17 the retiree will pay the \$122/month employee portion if they chose to continue coverage.

Currently we have 12 retirees who we pay the spousal premium for at \$824/month. Policy was clarified by County Council that beginning 7/1/17 the retiree will pay the spousal coverage and the County will pay the \$453 individual coverage.

1b. Coverage for 2 board members and 1 retiree (est. overpayment by taxpayers of \$16,000 in 2017):

Currently we have 2 board members and 1 retiree who do not meet the county policy where the Laurens County taxpayers pay the employer portion (\$453/month). Policy does not provide for this exemption and we have no record of County Council permitting deviation from this policy to cover these retirees. County Council chose to eliminate this employer paid coverage.

1c: Dental Coverage for retirees (estimated cost of \$8,088 in 2017)

Our policy does not specifically address dental coverage for retirees. County Council chose to eliminate payment of this coverage.

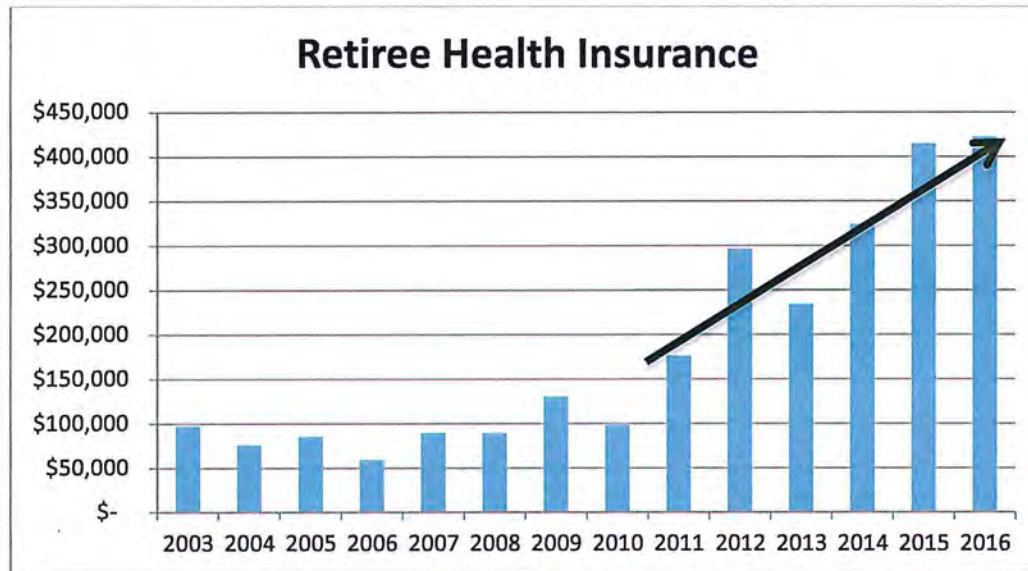
1d. Dental Plus Coverage for 1 retiree (estimated cost of \$312 in 2017)

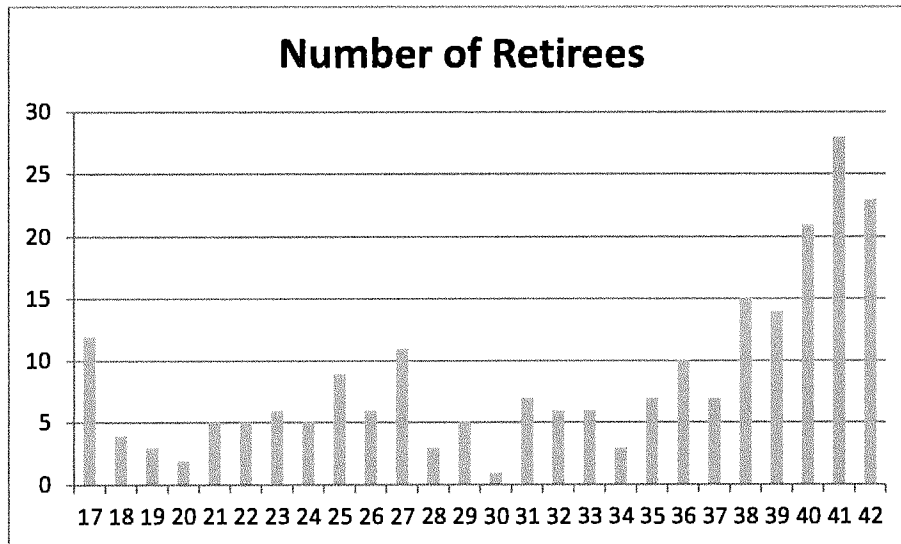
Our policy does not specifically address dental coverage for retirees. County Council chose to eliminate payment of this coverage.

ITEM 2: LIFETIME RETIREE HEALTH INSURANCE SUNSET:

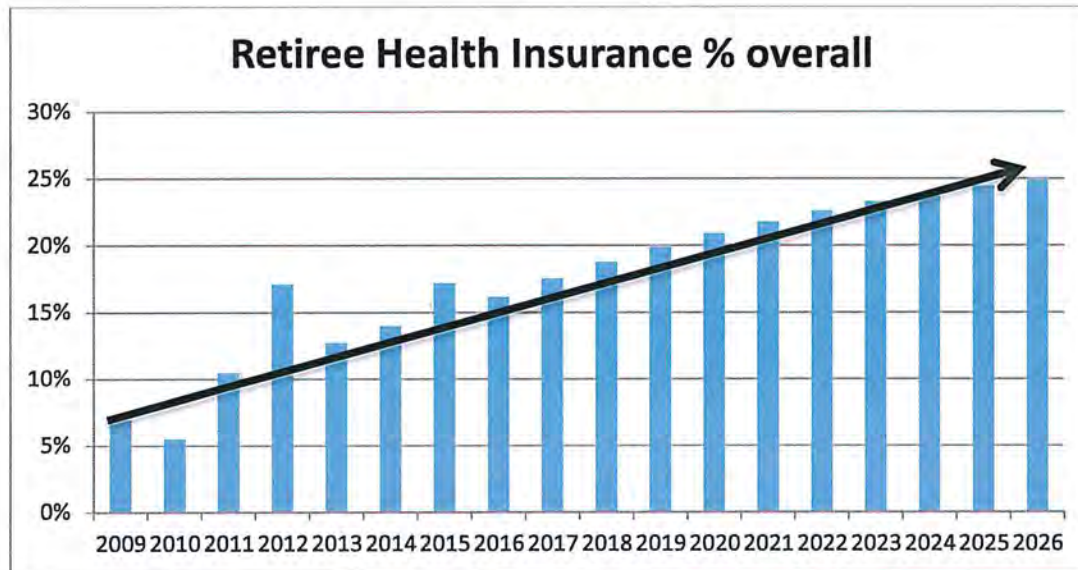
Benefits such as lifetime health insurance were once a standard benefit however the County can no longer afford to take on this long term liability. The cost for retiree health insurance was 16% of the entire \$2,615,840 GF Countywide health insurance in FY16. More alarming is the

trend. This liability remained mostly stable at around \$90,000 annually for the six year period 2004 to 2010 however in the last six year period this liability has increased about \$54,000 annually to \$422,000 in FY16. In the past 4 calendar years we have averaged 3.5 new retirees entering into this system annually increasing costs by \$20,000 annually. (See chart entitled "Retiree Health Insurance").





An analysis was conducted on the average number of retirees and the rising costs of this program to determine the long range effects of this system. Based on the existing data, if this trend continues this liability will more than double in 8 years and potentially account for 25% of the total cost to provide health insurance for employees and retirees. More disturbing is the trend where we will have to apply an increasing percentage of our health insurance budget to cover retirees over working employees. (See chart entitled "Retiree Health Insurance % of overall (health insurance costs)").



More importantly by utilizing scarce resources for retirees, the ability to adequately compensate our working employees is diminished. Working employees need to have a competitive wage. Promises of benefits such as lifetime health insurance were once a requirement in order to recruit and retain quality employees. While these benefit programs are nice to have they are no longer required in order to recruit and retain the younger generation. More important to the younger generation is a competitive market wage (in addition to the other intrinsic values we provide through our employment).

Laurens County already provides a vast quantity of quality benefits that attract and retain employees. Defined benefit plans such as the State retirement system are important benefits already provided by Laurens County. Additional quality benefits such as pooled health insurance coverage, life insurance, short and long term disability insurance, increases the competitiveness of our compensation programs in comparison with the private sector. We must ensure we have competitive wages that keep pace with inflation and draining valuable resources for legacy programs such as lifetime health insurance should be carefully evaluated.

Fixing this liability is a difficult one. An attitude of a "promise" made to employees and taking away this promise is a very difficult decision. At the very least the Administration is recommending "sun setting" this liability for future employees by dropping this program immediately for all

new hires. Either this County Council will address the long term liability by reducing this benefit or future Councils will be faced with enormous burden of carry the cost of this benefit.

2F) Additional Personnel and Restructuring Proposals:

The flow and efficiency of the current operation is being addressed by the new County Administrator. In my opinion the existing organization was fractured with multiple departments performing similar functions. In addition, departments were performing tasks not in their core role nor in their area of expertise. In the past 10 months I have centralized functions in core departments resulting in better efficiency, more accountability, and increased teamwork.

Centralization of key functions within a department is also resulting in better accountability. No more excuses exist that someone else was responsible for a key function that may have been in error. At the same time we have started to implement more cross departmental team approaches rather than segmented departmental approaches to work tasks. The net result is better teamwork and more efficiency through a collaboration of departments.

At this point I have only been able to focus on the core areas of legal, finance, and HR. There has also been some limited work on other departments but I have not been able to focus attention on other departments yet. Some key changes that have been implemented are presented here for full transparency.

Some key changes already implemented:

1. All financial functions (collection of revenue, payment of invoices, etc...) is now centralized in the Finance Department. Formerly many finance functions were performed in various departments.
2. The financial part of payroll and benefits has been migrated to the Finance Department.
3. Contracts are centralized in the legal department.
4. Legal functions are centralized in the legal department
5. The HR department is undergoing extensive review and implementation of core functions
6. Public Works is more involved in construction activities (eventually PW should fully manage construction activities)
7. The Airport management (and construction projects) are moving from the Recreation Department to Public Works (starting in FY18).
8. The Recreation Department is exploring synergies and efficiencies with the buildings and grounds department for grounds maintenance tasks.
9. Building Inspection department is exploring synergies and efficiencies with the Public Works Department on removal of nuisance structures (Roads and Solid Waste Departments)

10. Multiple departments are involved with the "Planning Department" through collaboration with the Planning Commission on addressing ordinance revisions.
11. Public Works and the Building Codes Department (Fire Marshall) are working collaboratively on fire Capital projects.
12. Fire and EMS are exploring collaborative synergies.

KEY AREAS RECCOMENDED FOR IMPLEMENTATION:

Vital areas of the organization are missing and/or are in need of enhancement. The lack of financial resources is most likely the reason that many of these areas have not been addressed in the past. While there may be an increased cost for implementing some of these changes the net effect is a cost savings. Currently I have only been able to focus my attention on the core functions of the operations so my recommendations are primarily limited to those areas I have had a thorough review of.

1. PURCHASING: We are not allocating sufficient resources to this core function. Oconee County (a similar size agency as Laurens County) had 3 full time personnel in procurement, Greenwood County (also similar in size) has 1.5 FTE. We have one person who does both vehicle maintenance and purchasing. This budget proposes adding on full time purchasing agent. This position would be managed by the Finance Department (current Finance Director has a background in purchasing) supplemented by the County Administrator who also has experience in purchasing.

Adding this resource will create more time and energy to reduce our purchasing costs. Quantification of the ROI (return on investment) or net savings is not possible but will be realized. This position will also relieve departments of their purchasing efforts so they can be more efficient in their operations and focus on their core functions thereby reducing costs in their departments also. With more effort being placed on purchasing we will be more efficient in our purchases as an organization and save money.

2. PUBLIC WORKS: Public Works is one of our core functions accounting for approximately 15% of our overall operational costs and employees. Our biggest long term financial burden is our unfunded capital needs (yet to be fully quantified). Vehicle maintenance is also one of our larger cost centers. It is recommended that vehicle maintenance be moved to the Public Works Department and that this position be full position in PW assisting with a variety of PW functions. Vehicle maintenance (VM) director is a full time job in Greenwood and several other Counties.
3. IT DEPT: The County is in need of having an internal Informational Technology (IT) department. Jim Anderson has been an internal consultant for some time but is wanting to transition to retirement. It is recommended that we look at transitioning the two employees that work for Jim to regular County employees. A full transition from the current contracted services to an internal IT department is expected to take place over several fiscal years. Mr. Anderson is putting together a transition plan. The alternative is to transition to

another external IT services which is expected to be very costly. In addition, the operations need to have rapid response that can only happen with IT resources internally. Waiting for an IT consultant(s) to be able to fix our IT infrastructure will be cause costly delays to our operations.

4. **PLANNING DIRECTOR:** Two Upstate Counties of similar size as Laurens County have full time planning departments. Oconee County has 3 full time positions in planning and Greenwood County has 5. Laurens County has none. Our long term prosperity will have to be created and the first step is to have planning in place to organize, coordinate, and create the plans and tools we need to create the future we desire. For now the County Administrator and his team are fulfilling the short term solution to fulfill the need for a planning director. A planning director or similar type management level position is advised however this is not included in the FY18 budget.
5. **SPECIAL PROJECTS MANAGER:** A new position is requested to service the core operations. This position is proposed to be multi – disciplinary and to serve all county departments under the County Council direct control. Several existing functions are proposed to be combined to create this new position so the net effect is expected to be a reduction in cost. This position will work directly for the County Administrator is support of several departments. Combination of the full time positions savings by reducing the County Clerk to part time, the cost of the Risk Manager position will be combined to create this position.

The primary functions of this position will be to aid in the work required for new programs. Risk management will be a component of this position working directly under the risk manager management of the County Administrator. This position will also aid the County Administrator in the work being performed by the County Administrator in the area of a planning department. This position will assist with other special projects as these arise and will work with all departments as assigned by the County Administrator.

SECTION 3: BUNDLED FUNDS, ENABLING LEGISLATION, AND CARVEOUTS **(See Section #1, Special Revenue Funds Also)**

Overview:

Research (and transparency) on our historical financials is difficult due to several factors. One key factor is the bundling of special revenues into our GF (commingling certain designated funds within our GF). Our current external auditors took over the financial auditing in FY14. Prior FY14, the previous auditors bundled funds into GF. There has been some unbundling of funds but the current auditors do not agree with unbundling of some designated funds. This section describes the bundled funds. We have already started to establish an internal tracking system for designated funds that are bundled within our GF or other funds. If we can not separate out the designated funds through our external auditors then we will monitor these funds through our parallel internal tracking system.

Several of our funds are established through enabling legislative action of County Council. Our management of these funds may not have been compliant with that legislation so we have (or will) have to fix this by producing corrective resolutions and changing our management practices

in the future. In addition we have funds including legacy funds (most are designated for a particular purpose) that should be put use (no need to hold excess reserves).

Comingling of these bundled funds also makes financial modeling for the future more difficult. A true understanding of our fund balances (FB), described in more detail in a later section, will require much more research to adequately determine the true GF FB UD (undesignated for a particular use) history, trends, as well as projections forward due to the bundling of funds.

Some funds are not controlled by County Council but rather by an elected official. These funds should not be carried on our financial books due to the fact that we have no control over them. These funds may be proposed (or have already been) carved out of our financials by the elected official through their own actions within their elected capacity.

3A) 654 Fund (bundled within GF):

In April 2008 the County adopted Ordinance 654 allowing the County to apply a six mill levy for deficit reduction. The funds generated under this ordinance are regulated under paragraph 3. Section 3a requires that any remaining funds generated from this levy shall be segregated into a restricted use account. This apparently never occurred (no restricted use fund was established). Although no restricted fund had been established (current external auditors have not allowed this), an internal tracking of these revenues was established and on February 14, 2017 the starting balance as of the FY16 audit was officially set at \$0 through official action of County Council.

Section 3b dictates that fund must be applied to prior year deficits first. This apparently also never has occurred and we have been accounting for this as current year revenues. In FY17 we again budgeted based on the 654 6mils estimated for the current year. This budgeting practice is not compliant with Ordinance 654 so for the FY18 budget revenues received for 654 in the current year are applied to the prior FY17 deficit or shall be placed in a designated reserve fund (internal accounting system) for future deficit reduction.

At the surface this would indicate that we have a gap in excess of \$1.1M in current year revenues but this can be overcome by budgeting for the \$1.1M gap through the use of GF FB UD. These funds will be replenished in the subsequent FY19 year by paying off the budgeted \$1.1M deficit in 654 revenues received in FY19. It is important to note that the current external auditors do not recognize the local ordinance restrictions so the external audit for FY18 will not reflect the actual practice we must incur in order to comply with our Ordinance 654 and therefore will show a deficit spending of these 654 funds in FY18 although the funds needed for this deficit will actually be received through the 654 6 mills.

3B) Treasurer Funds Carve Out (bundled within GF):

There are two funds in the GF that are restricted for use by the Treasurer through her constitutional authority. Both of these funds are bundled or commingled within GF but are under the control of the Treasurer. In addition, these funds are commingled in the GF FB UD which gives a

false impression of the GF FB UD due to the fact that these funds can only be used for their legally designated purpose and are not truly UD (undesignated). The balance of both of these funds accounted for 18% of the GF FB in FY16 (\$977,514).

Bundling of these funds within GF gives a false impression of current year spending and a false impression of the GF FB UD. For FY16 nothing was budgeted for these two line items on the expense side however \$156,600 was spent (pre-audit actuals) resulting in what appeared in FY16 (audit) be an over spending by the Treasurer of \$206,357 which led to a false impression of the true deficit for that fiscal year.

On the revenue side we budgeted for \$212,000 in revenue however \$386,970 in actual revenues were booked (FY16 pre-audit) falsely inflating the actual revenues versus budget. Further complicating the true financial impacts of these funds are the fact that the external auditors allocated excess revenues over expenses to the GF FB UD giving a false impression (18% overstated) of our true GF FB UD.

To fix this the Treasurer is directing that these funds will be carved out of the County General Fund. The Treasurer will be fully responsible for these expenditures and revenues. For FY18 a plan of action is being worked on by the Treasurer and the Administrators Office to minimize or eliminate the negative impacts of removing these funds from the GF. This will involve shifting spending from GF to these carve out funds in excess of the annual revenue received in order to draw down the reserves. When these reserves have been depleted the excess expenses over revenues each year will be shifted back to the General Fund.

3C) Detention Center Carve Out Funds (bundled within GF):

There are two funds in the GF that are restricted for use by the Sheriff for the Detention Center through his constitutional authority. Both of these funds have been bundled or commingled within GF but are under the control of the Sheriff. These funds are commingled in the GF FB but are in the D (designated category) which gives a false impression of the GF FB as these funds are designated.

The Sheriff has indicated that these funds will be removed from General Fund under his authority as a Constitutional Officer. I have asked him for a plan for his designation of these funds as these funds can be used for expenses that are currently paid for from General Fund. So far the Sheriff has indicated a desire to keep a reserve in this account to house out a set number of prisoners over a 30 day period in the event that the Jail is inoperative. The estimated value of that reserve is \$150,000.

These funds generate approximately \$100,000 annually. The current reserve is \$381,484 as of FY16 and projected to grow to \$425,000 at the end of FY17. Therefore approximately \$100,000 in annual spending should occur from these funds to offset the annual revenue. An additional \$275,000 is available for spending to bring the reserves from a projected \$425,000 (FY17) to \$150,000. County Council has no control or authority over these funds but can reduce the General Fund expenditures in department 523 to shift the cost burden to these carve outs. A place holder to account for the drawdown of the reserves (\$250,000) has been placed in the DC department 523 budget for FY18 by the CA. The annual expenses have been removed from the GF expenses and the annual revenues have also been removed.

3D) Sheriff Office Carve Out Funds (bundled within GF):

There are six funds in the GF that are restricted for use by the Sheriff for the Sheriffs Office through his constitutional authority. These funds have been bundled or commingled within GF but are under the control of the Sheriff. These funds are commingled in the GF FB but are in the D (designated category) which gives a false impression of the GF FB as these funds are designated.

The Sheriff has indicated that these funds will be removed from General Fund under his authority as a Constitutional Officer. I have asked him for a plan for his designation of these funds as these funds can be used for expenses that are currently paid for from General Fund.

These funds generate approximately \$75,000 annually. The current reserve is \$182,233 as of FY16. Therefore approximately \$75,000 in annual spending can occur from these funds to offset the annual revenue. An additional \$182,000 is available for spending to utilize the reserves. County Council has no control or authority over these funds but can reduce the expenditures in the 542 department of General Fund to shift the cost burden to these carve outs. The CA has put a place holder of \$150,000 in the SO budget for FY18 department 542 to draw down the reserves in this fund. The annual revenues and expenses have also been removed from the GF for FY18.

3E) Clerk of Court Funds (bundled within GF):

There are two funds in the GF that are restricted for use by the Clerk of Court under her constitutional authority. These funds have been bundled or commingled within GF but are under the control of the COC. These funds are commingled in the GF FB but are in the D (designated category) which gives a false impression of the GF FB as these funds are designated.

The COC has asked that we continue to manage these funds for her as a component of GF. We will budget for the expenses and the revenues within the GF and have added a note on the GF sheet for department 518 to track the balance of these funds. These funds generate approximately \$22,000 annually. The current reserve is \$34,466 as of FY16.

SECTION 4 UNFUNDED MANDATES

The original Laurens County Government Charter was most likely to establish law and order (police protection and courts) and to provide for commerce through a system of roads carrying goods from farm to markets. These are what I refer to as our "core functions". Over time our services have expanded to include additional functions that were not part of our original charter. Some of these additional functions are truly local functions such as EMS and Solid Waste that were not envisioned during the period our original Charter was established in the 1800s.

With the reduction in the local government fund by the State Legislature, tax millage caps placed by the State Legislature through Act 388, and other economic factors we have to make difficult decisions. We need to remain committed to our core functions and utilize our scarce resources to provide those core services. The non-core functions may have to be reduced or eliminated as Laurens County taxpayer funded (or supported) services.

This is not an easy or delightful task but we one that must take place in order for us to be able to turn our financial situation in a positive direction. These difficult decisions will also be necessary so that we can provide the necessary local core services we have a duty to provide as well care for those that provide those services (our employees).

For some unfunded mandates Act 388 does allow the County Council to increase millage with a 2/3 majority vote under section B(5): *“compliance with a regulation promulgated or statute enacted by the federal or state government after the ratification date of this section for which an appropriation or a method for obtaining an appropriation is not provided by the federal or state government.”* We will start to track unfunded mandates more closely and may advise Council consider action under 388 B(5).

4A) Victims Assistance Fund (VAF):

According to State Code 16-3-1110(3): “the Victims Assistance “Fund” means the South Carolina Victim's Compensation Fund, which is a division of the Office of the Governor”. Shifting the costs of this service to the local taxpayers can be considered an unfunded State mandate although for this particular fund we may have mandated this through actions of County Council rather than as a mandate from the State.

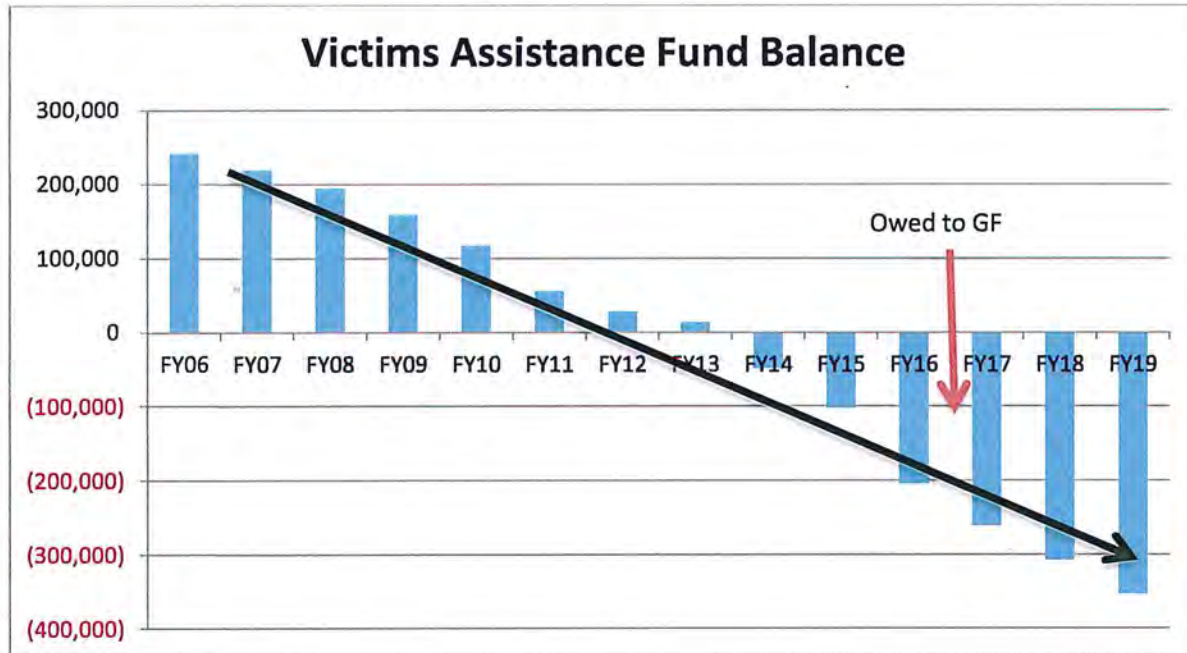
The VAF had a fund balance (FB) of \$242,514 in 2006. This fund was allowed to then run deficits. Utilizing the FB to run deficits is a sound financial practice for one time expenses such as capital. Utilization of an UD FB can also be used in the short term during short term economic conditions such as the downturn of the recent recession but it would have been more practical to plan ahead for the eventual depletion of this fund’s FB. This appears to not have occurred as this fund was allowed to continue to run deficits for the past decade and ran a negative fund balance beginning in 2014. At that point the VAF borrowed money from the local taxpayers through GF at an amount of \$48,392 on a 2014 deficit of \$61,646.

This “borrowing” from the local taxpayers was compounded in FY15 with a deficit of \$58,889 increasing the debt of this fund to \$103,281. In FY16 the deficit almost doubled to \$101,653 almost doubling the amount this fund owed to the Laurens County General Fund to \$205,071. For FY17 the VAF has been budgeted for a \$56,684 deficit bringing the total owed to GF from the VAF to an estimated \$261,618 at the end of FY17.

In the FY16 audit it was proposed that this \$205,071 due to the GF be written off (essentially “money never to be collected and repaid to GF”) see GF Fund Balance discussion below. This write off would account for 27% of the decrease in the GF FB for FY16. However this decision for a write off of this debt is recommended to be reversed (restated) for the FY17 audit.

It is recommended that the expenditures for this fund be reduced for FY18 to be at least balanced with the revenues received to pay for this service. At some point the GF should recapture the debt owed by the VAF to recoup the estimated \$261,618 that this fund will owe to GF at the end of the current FY17. Failure to reverse the VAF borrowing from GF is projected to compound the debt owed to over \$350,000 by FY19. See chart below labeled “Victims Assistance Fund Balance”.

Approximate revenues in this fund are \$120,000 annually. Annual expenditures are \$172,000 outstripping revenues by \$52,000 annually. The deficit owed to GF is projected to be \$267,000 at the end of FY17.



PROTENTIAL SOLUTIONS:

Option #1: Do nothing. Debt owed to GF will increase from \$204,934 (FY16 audit) to estimated \$500,000 in 5 years. This is an approximate 0.3 mill increase in property taxes each year and does not cover the cost of the debt owed to GF (approximate 1.6 mill one time). **NOT RECOMMENDED.**

Option #2: Cut spending by \$52,000 annually and writeoff debt owed to GF (debt owed to GF estimated to be \$262,000 at end of FY17), will require layoffs and cuts in services, should balance budget and no increased debt to GF. (Note: debt owed to GF by this unfunded mandate will be lost under this model). **NOT RECOMMENDED.**

Option #3: Cut spending by \$52,000 annually and an additional amount to pay back GF. For example an additional \$27,000 per year over ten years (debt owed to GF estimated to be \$267,000 at end of FY17), will require even more layoffs and cuts in services than option #2, should balance budget annually, and no increased debt to GF. **NOT RECOMMENDED.**

Option #4: Cut spending by \$52,000 annually and keep debt on the books. Over time monitor revenues and channel excess revenues to pay off debt owed to GF (debt owed to GF estimated to be \$267,000 at end of FY17). This will require layoffs and cuts in services, should balance budget and no increased debt to GF.

4B) Local Government Fund (LGF):

During times of difficult finances the higher ranking governments (State and Federal) have the ability to take away funding resources from the County. One such funding source we are most familiar with is the LGF where the State balanced their finances by taking away this local government funding source. There is no doubt that this has had a profound effect on the County's finances with a \$5,546,466 cut in funding from FY09-FY16.

For FY18 is expected that once again the State legislature will cut our LGF funding from the full funding allocation. There are several Legislative actions I am monitoring closely right now. The cost for our share of the underfunded liability for the State pension program is going to increase however there is proposed legislation for the State to fund a portion of this proposed increase. A competing legislation is that these funds will not be sent to the County as part of the unfunded State mandate for the underfunded retirement liability but rather as an increase in the LGF.

LGF Shortfall

FY09	\$262,693
FY10	\$811,672
FY11	\$661,587

FY12	\$827,282
FY13	\$489,867
FY14	\$610,716
FY15	\$897,429
FY16	<u>\$985,200</u>
TOTAL:	\$5,546,446

4C) Underfunded State Retirement Local Government Cost Share:

As described above the current State Legislature has proposed legislation to increase the costs for the underfunded liability for the State pension program. Costs will increase to the County to fund this local liability. If the State increases the LGF rather than providing a funding source for this liability, the County will have the option to institute a millage to cover the unfunded mandate of the underfunded pension liability. If the State does not increase the LGF but rather provide funds to cover a portion of the underfunded pension liability then the differential between the funds provided by the State and the cost for this liability can be drawn from an increase in millage.

The unfunded State pension liability is prime example of why we should carefully plan ahead for our financial needs. Short term financial planning or lack of financial planning can result in profound financial impacts.

SECTION 5 WORKMANS COMP AND INSURANCE

5A) Workmans Compensation Insurance

The County had funded a Risk Manager position to begin the middle of FY17 under the management of the HR Director. This position or task is greatly needed however it is recommended that this position be expanded to a multi disciplinary Special Projects Manager managed by the County Administrator. A consolidation of several positions has been proposed above to initiate a risk management program and other needed programs in FY18 under the direct supervision of the County Administrator.

Laurens County has one of the worst experience mod factors. We are the 40th worst experience mod of the 42 Counties participating in the SCAC WC pool. Our experience mod increases our WC insurance by 40% over the pool average. This increase costs us \$210,400 (2016). If we were to be in the #1 position at 0.61 mod factor we could reduce our insurance cost by an additional \$205,000 annually (2016). With a net potential savings in excess of \$400,000 annually, a focus on risk management and reduction in losses makes sound financial sense.

The cost of insurance is only one cost area. Lost productivity, lawsuits, and the increased cost of health coverage are additional factors that cause our workplace safety losses to be a much larger financial impact than just the cost of the WC insurance. In addition, we want to protect our employees and their families. Our employees deserve a safe work environment.

5B) Property and Liability Insurance

TBD (to be developed)

SECTION 6 DEFICIT SPENDING:

Overview:

Planned deficit spending for one time capital, unforeseen conditions (natural disasters), downturn in the economy, reductions from State funding etc... can be a sound financial practice if sufficient UD reserves are available and if long term planning/modeling is implemented to ensure financial corrections are implemented in the future to remain financially solvent. With our historical bundling of funds it is too early to be able to adequately produce models and/or to adequately explain the past history of our deficit spending and produce a financial plan for the future to eliminate future deficit spending however this section will introduce this financial concept in FY18 and be built further in FY19.

6A) General Fund (GF):

According to our external auditors, Laurens County began deficit spending (excess expenditures over revenues) in FY11 however this is suspect due to several factors described below and in other sections of this FY18 budget report.

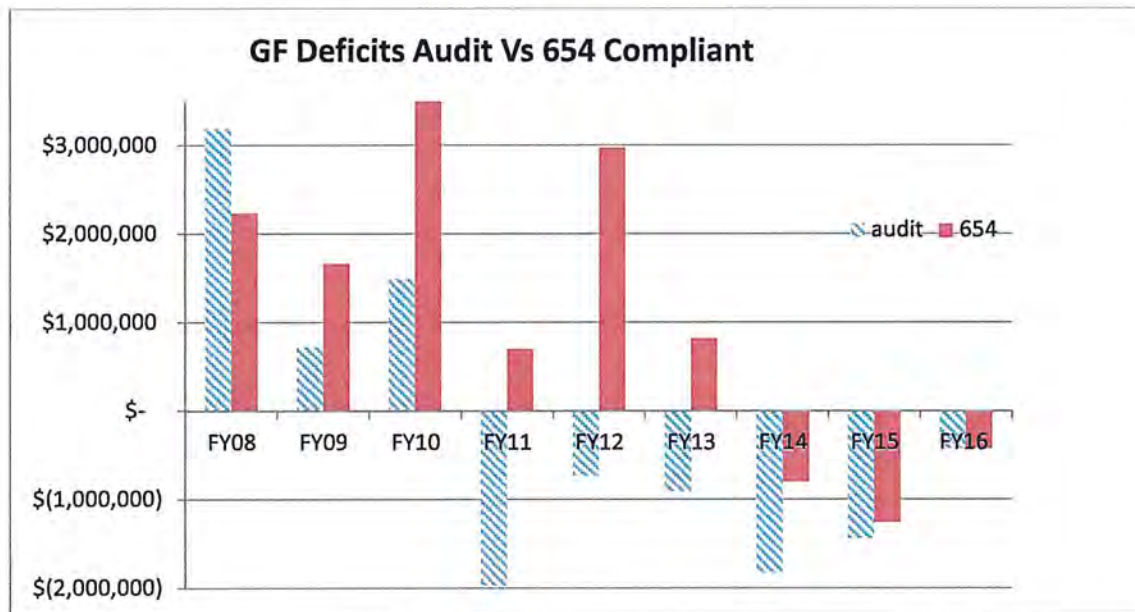
654 FUND:

One of the key problems with our deficit numbers, GF FB UD reserves, and therefore financial planning is that our external auditors do not recognize the 6 Mills set under Ordinance 654 for deficit spending. Currently the 654 revenues are bundled into our GF and a component of our GF FB UD (even though they are at \$0 balance at this point). It would be more preferential if the 654 funds were established as restricted funds however the external auditors will not recognize these funds as restricted. Therefore we have established our own internal financial tracking system for these 654 funds. The 654 funds are explained in more detail in another section of this report.

The chart below entitled "GF Deficits Audit Vs 654 Compliant" shows where our external auditors indicated that we began to deficit spend in GF in FY11 however this does not consider the 654 restricted funds. Our external auditors commingled the 654 revenues annually as a current year revenue which is not compliant with our Ordinance 654. Therefore these had to be extracted from the current year revenues.

In addition, the external auditors did not set aside the 654 revenues as restricted for deficit spending in compliance with Ord 654. Therefore any surplus in the earlier years (current FY revenues over expenditures) was placed into the GF FB UD (essentially it disappeared as a designated fund and became undesignated GF FB). This too is non compliant with our Ord654 so these 654 reserves had to be extracted out of our GF FB UD (internally only) and applied to the prior year deficit/surplus.

The chart below entitled "GF Deficits Audit Vs 654 Compliant" restates our annual deficits in compliance with our Ord 654. This data indicates that we did not actually run a deficit until FY14. Even this data is suspect due to the commingling of bundled funds as described in another section of this report.



The goal now (FY19) is to attempt to understand our true deficit, our true GF FB UD, analyze the trends, and produce financial models that we can use to plan ahead for the future. At that point we may have to increase millage as required under Act388 to reduce our true deficit however with the uncertainty of the financial data it is too early to advise if a millage increase is advised under Act 388 (6-1-320(B)(1)).

6B) FY17 Projected Deficit:

TBD (to be developed)

6C) FY18 Projected Deficit:

TBD (to be developed)

SECTION 7 CAPITAL:

Capital spending can be one of our most costly expenses on a regular basis and as one time expenses. Some capital spending is regular spending (vehicle replacements) and some is one time capital replacement (new EMS facilities). I have not been able to locate long term capital plans for regular capital replacement or for one time capital replacement. Such plans need to be developed but will take some time to get in place. The proposed FILOT restructuring and establishment of a County FILOT fund will be a valuable tool for us to use to quantify some of more costly and critical capital needs.

Routine capital replacement such as rolling stock (EMS vehicles, SO Vehicles, Fire Trucks) should be the first capital replacement plans we put into place. Emergency vehicles should have a regular replacement schedule. By planning ahead we can smooth out the costs for these replacements by having a set amount needed to spend to replace the rolling stock annually rather than spikes in some years offset by dips in other years.

Other capital can also be placed into a long range plan such that spikes in expenses do not occur. Items such as computers, Solid waste assets, bush hogs etc... have a set life and should be planned for in the future based on their expected lifespan.

Major capital needs such as buildings and building infrastructure should also be planned ahead. An efficiency study will soon quantify the replacement needs for the building HVAC systems and provide a financial vehicle to fund these costs. Most of our HVAC systems are beyond their life expectancies and failure to plan for their replacement will require substantial funding needs in the coming years.

We need to also quantify our roofing and other major fixed assets capital needs for our buildings. A long range plan can be put in place to plan for the expected replacement needs for roofing and other major building assets based on their life expectancy and future costs.

Public Works assets need to be quantified now. We have hundreds of miles of roads and potentially tens of millions of dollars in bridge replacement project we need to quantify. Right now we do not have an inventory of these assets. There is a lot of work to be done for the Public Works assets.

As identified by a CC planning session, a major capital improvement program is being developed for replacement/enhancement of EMS fixed assets. The preliminary stages of this program are being developed right now. The goal is to have the necessary information in place for CC in time for a potential bond referendum.

Hillcrest roof, magistrate, courthouse etc. STATUS?

The lack of planning as well as the way we have managed the finances for our capital appears to be a structural financial weakness. While still early to clearly define, it appears as though the commingling of capital spending with annual O&M spending in our financials may lead to a false read on our true financial picture as well as financial trends.

One time capital such as sinking capital funds should not be commingled with O&M funds in order to have true transparency with our financials. Commingling these produces false surpluses and then false deficits. In addition, capital funds do not match well with fiscal years. O&M funds match the fiscal year. Capital funds however will overlap fiscal years. The FY18 begins an attempt at clearer differentiation of capital funds from O&M funds where discovered and where practical to be presented as separate funds.

Currently there is a strong need for long range capital replacement plans. Laurens County has done a good job addressing capital needs however without a long range capital improvement plan (CIP) we will continue to only be able to react to capital replacement needs and not be able to adequate plan ahead. A CIP plan will give us a way to plan ahead for capital replacement needs.

A comprehensive CIP will take 12-24 months or more to develop and will require the hiring of external help such as architects and engineers. The proposed FILOT restructure is a proposed funding source for hiring these external resources.

134 and 135 funds commingle

The external auditors have combined our 1.9 mills for fire equipment capital (rolling fund) (134 fund) and the recent \$2,450,000 bond (sinking capital fund) in FY16 (fund 135). This makes for difficult tracking and has been separated out for this budget presentation. The 1.9 mills is a rolling capital fund (where the funds continue to reoccur indefinitely) whereas the 135 fund is a sinking capital fund. For the sinking capital fund there will be a set accumulation phase, spending phase, and repayment phase. For a rolling capital fund there will be a variety of the three phases ongoing indefinitely. Commingling these two funds has created a false impression of the true fund balance.

In order to have an easy and transparent way to present our various sinking capital funds we will present sinking capital funds in a separate worksheet. These are presented for informational purposes only.

A proposed revision to this funds enabling legislation may be proposed in the coming months to align this fund with the management practices we have been operating under. A reserve should be established which will significantly reduce our GF FB UD. A long term capital management plan is needed for this vital County operation to include the long term landfill liabilities plus the replacement of existing fixed and rolling capital.

7A) Rolling Stock Maintenance:

TBD

To be quantified (Equipment?):

FY16 overbudget: \$628,904

FY15 overbudget: \$703,363

FY14 overbudget: \$208,031

7B) Used Equipment:

TBD

1033 program fed surplus

Include budget for purchase of used equipment

Include discussion on depreciation here and a model showing the cost savings by buying used

7C) Roads and Bridges Long Range Plan:

TBD

7D) Buildings Efficiency Program:

TBD

7E) Buildings Long Range Plan:

TBD

SECTION 8 FUND BALANCES

Our fund balances (FB) are the savings accounts that have been set aside from excess revenues in past years. Many of our funds can carry a fund balance. The minimum fund balance that should be set aside in each fund may vary depending the legality of carrying a fund balance, the

necessity for carry a fund balance, and the financial plans in place for the funds. The primary FB of concern is the GF FB which is necessary for being able to carry our expenses through the year without short term tax anticipation notes (TANs) and for cash flow reasons.

It is important to note that there are two primary components of a FB. The first is designated FB which are committed funds that have been received and set aside for a particular use. The second component is the undesignated fund balance (UD FB). The second component is the critical component of the FB that must be closely monitored to ensure solvency (ability to pay our bills) as well as have a cushion to rely on in the case an emergency arises.

It is too early for me to be able to adequately quantify our true fund balance(s). My goal is to clearly establish the true FB of our accounts by FY19. Adequately quantifying our FB (in particular our UD FB) is a critical component of my being able to clearly establish our current financial situation. A true UD FB is also a requirement in order for me to be able to produce financial models and long financial plans to establish our goals for a more sound financial future.

One key reason I am unable to establish a true FB or UD FB is that our financial practices and the practices of our external auditors have commingled funds. One practice is the potential comingling of capital funds into our FB. A second problem is the comingling of funds that have been designated by local ordinance but have not been set aside as designated funds. A third problem encountered is the comingling of funds that have a designated purpose by some other type of statute (State or local) but again have been comingled within our other funds and our other fund balances both designated and undesignated.

The goal for FY18 is to clear up the funds by establishing their true legislative restrictions, remove capital funding as a comingled component of our O&M funds, and establishing clear FB's (D or UD) in each of our funds. Several actions have already been taken by CC to start this clear up process. At this point I can not advise what our true FB is. I do not agree with the FB established by the external auditors for reasons described in several sections of this report.

8A) GF Fund Balance (FB):

The GF FB is the most critical FB to quantify and establish as this fund pays for most of our O&M. The target GF FB should be maintained at 25-50% of expenses with a cash reserve of minimum 25%. This section will be developed for FY19. The verbiage below are notes for follow up after this first release first draft FY18 budget has been released.

FY16 review and reverse the \$205,071 due to the GF be written off for Victims Assistance fund (essentially "money never to be collected and repaid to GF"). This write off would account for 27% of the decrease in the GF FB (UD) for FY16. Did not affect the \$422,000 operating deficit for FY16. This decision for a write off of this debt is recommended to be reversed (restated) for the FY17 audit.

Fund 110-250-25010-25010: We unbundled C Funds in FY15 which in GF before that? Fund balance moved to 410 in FY 2015. Amount? D or UD?

FY16: The \$129,000 FILOT writeoff does affect the \$422,000 GF O&M deficit and does affect the GF FB UD. However this writeoff may have been in error and need to be restated.

The \$262,000 writeoff for COC is a component of the GF \$422,000 O&M deficit, and does affect the affect GF FB (UD or D?).

Utilizing the FB to run deficits is a sound financial practice in the short term especially during short term economic conditions such as the downturn of the recent recession but it may have been more practical to plan ahead for the eventual depletion of FBs.

110-250-25010-25055: Detention Center – carve out FY17.

110-250-25010-25060: Building Codes nuisance control “carryovers” established as GF FB D by external auditors but not accounted for in FY17 expenses. This is a structural budget problem we will fix in FY 18. “Carryover” of unused budget funds from one FY to the next can occur but it should only occur through a budget increase in the next fiscal year expenses. May need to be accomplished by a budget adjustment because we won’t know the reserve amount until after the budget is approved.

110-250-25010-25010: Sheriff Office carve outs will affect the GF FB D. State Drug Fund, Child Support, Scrap Metal, Sex Offender, Project Lifesaver and Federal Drug Funds. All are controlled by State or Federal laws except Project Lifesaver (funds are restricted donations).

110-250-25010-25067: Library workforce development (grant?) set aside as GF FB UD? If grant should be designated or we risk having to repay these funds and jeopardize future grant eligibility. Structural problem-need to segregate out all grants and establish all grants as designated that have restrictions?

110-250-25010-25062: Treasurer carve outs as designated through State law. This will affect the GF FB UD. Should have been set aside as GF FB D. Impacts of this carve out yet to be quantified.

General Discussion from preliminary report issued in October 2016:

As the new County Administrator reviewing our financial history as reported in our external auditors, one of my initial top concerns was with our General Fund (GF) fund balance (FB). A quick review of our GF FB indicated an **extremely alarming trend** as shown in Chart 1 (“GF Fund Balance Trend”). This chart indicated that the County had spent \$8M of a \$14M GF FB in 5 years. Should this trend continue it would indicate

that we may run out of reserves in FY18 (7/17-6/18) and no longer have enough reserves to float our cash flow needs. This indicated an immediate need to react.

A secondary concern is to ensure we have a sufficient GF FB. It is my recommendation that the County have a GF FB (unassigned) of approximately 25% of spending. This is necessary to ensure cash flow. Chart 2 is an example of revenue minus expenses for a County. A County typically only runs in the "black" (more money coming in than going out) approximately 25% of the year. A County must have sufficient reserves to carry the cash flow during the fiscal year or we risk having to borrow money in a short term Tax Anticipation Notes (TAN) which will needlessly cost us more money in short term borrowing costs.

A sufficient reserve is also needed for emergency spending needs such as a natural disaster, HVAC system failing in the heat of the summer, etc... In addition, the County's bond rating will be affected by the amount of reserves the County has. A 25% reserve is a sound reserve that indicates a lower risk and will save the County money on borrowing costs.

As shown in Chart 1 the County had insufficient reserves in FY07 (see "25% Rsvr columns") and then MAY HAVE built up sufficient reserves. With the downward trend of the GF FB the County MAY HAVE gone below this minimum reserve as of the last audit the County performed in FY15.

We can blame the restrictions of Act 388, the decline of the Local Government Fund (LGF), increased costs due to inflation etc... but that will not create a plan of action to do what we can for our County's future. While it is important to understand our history and to understand the constraints on our finances, my goal is to create a plan of action to bring us to a prosperous future.

Chart 1: GF Fund Balance Trend

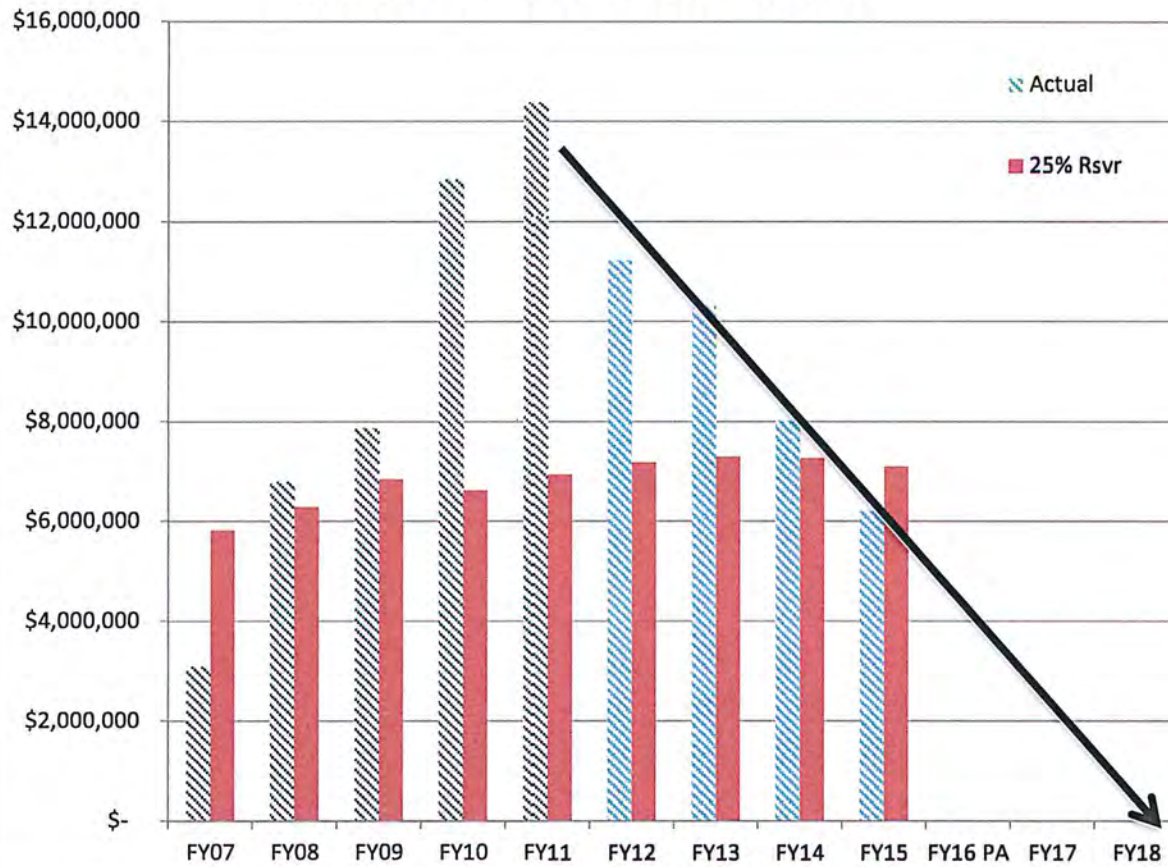


Chart 3: GF Unassigned XCap Fund Balance

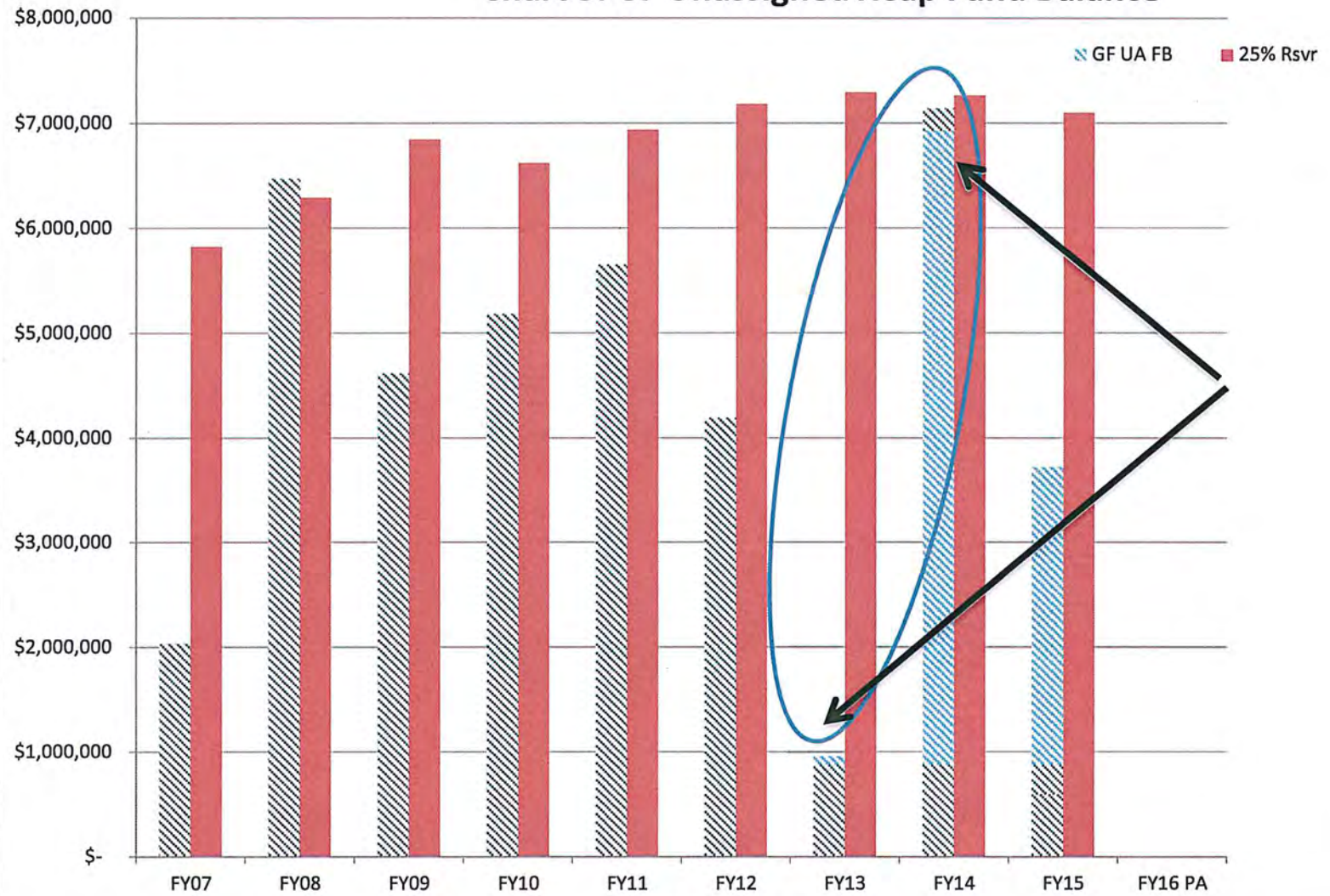
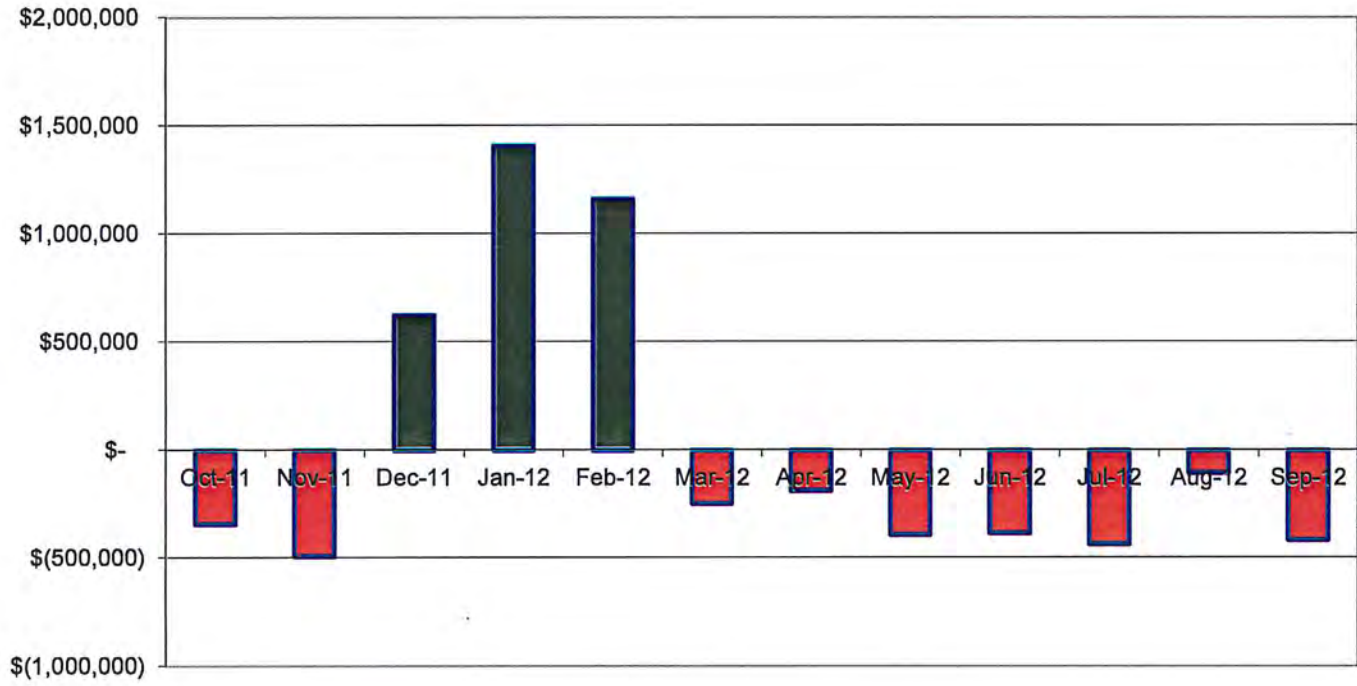


Chart 2: GF Revenues Minus Expenses EXAMPLE



The data presented in Chart 1 was only a starting point to begin my investigation into our reserves. The data shown in Chart 3 ("GF Unassigned Xcap Fund Balance") is more applicable to our true financial picture on our GF FB. This chart shows the undesignated fund balance (UD) not the overall GF FB. A 25% reserve should be based on the UA reserve which is money that is not required to be spent on a particular use and is therefore available to pay the bills (cash flow) and to pay for emergency situations. In addition the 25% reserve should be based on operations and maintenance costs (O&M) not one time expenses such as capital costs. The GF FB and the UD FB had to be further examined and will be explained in more detail below.

Diving deeper into our financial audits for the past decade, I performed some additional analysis to tease out trends. Chart 3 is based on our actual audited spending but I stripped out the major capital spending. Comparison of Chart 3 with Chart 1 shows a more leveling of the UD fund balance in chart 3 as well as more leveling of the 25% UD recommended reserve. The primary reason, in my opinion, is the prior accounting which commingled one time capital and apparently commingled the capital bond revenues. This gives both a false impression of an increase in GF FB (capital bond fund revenues), false increase in spending (as capital projects are constructed), and a subsequent false pretense of an increase in deficit spending.

The commingling of capital bonding with our GF has been corrected with the current external auditors who have created special revenue funds for our major capital bonds but this accounting change was implemented in FY14. For the purposes of developing trends and analyzing historical information on our FB the data presented in Chart 3 will be assumed to be the more accurate picture of our GF FB, 25% reserves, and the UD FB. I will therefore be building our financial planning based on the data that was used in Chart 3 as our starting point.

The County switched auditors in FY14 and FY15 so the comparison with prior years is bit more challenging. Of particular concern with the FY14 audit was the increase in the UD FB. The FY13 audit had a UDFB of \$953,882 (a disturbingly low fund balance amount of 3%). The new auditors reassigned the FB to \$7,138,941 probably due to a reclassification of the existing GFFB. It is important to note that a \$1,824,443 deficit was run in FY14 so the increase in FB was not due to a surplus. So what is our GF UD FB?

We now know in fact that money generated from the "654" reserves had apparently not been set aside in our systems as a designated reserve account as required under ordinance 654. I have asked our current auditors to investigate further what happened but I suspect that we have to two different systems in play right now. The first is a legal requirement for our funding the second is an accounting requirement. I suspect that the two systems are not the same. My guess is that the legal requirements such as the self-imposed ordinance 654 do not meet the standards from an accounting perspective to be set aside as designated funds. Therefore the funds generated under 654 from a legal perspective have a designation as required under ordinance 654 but the auditors have assigned those to UD FB.

Where do we go from here?

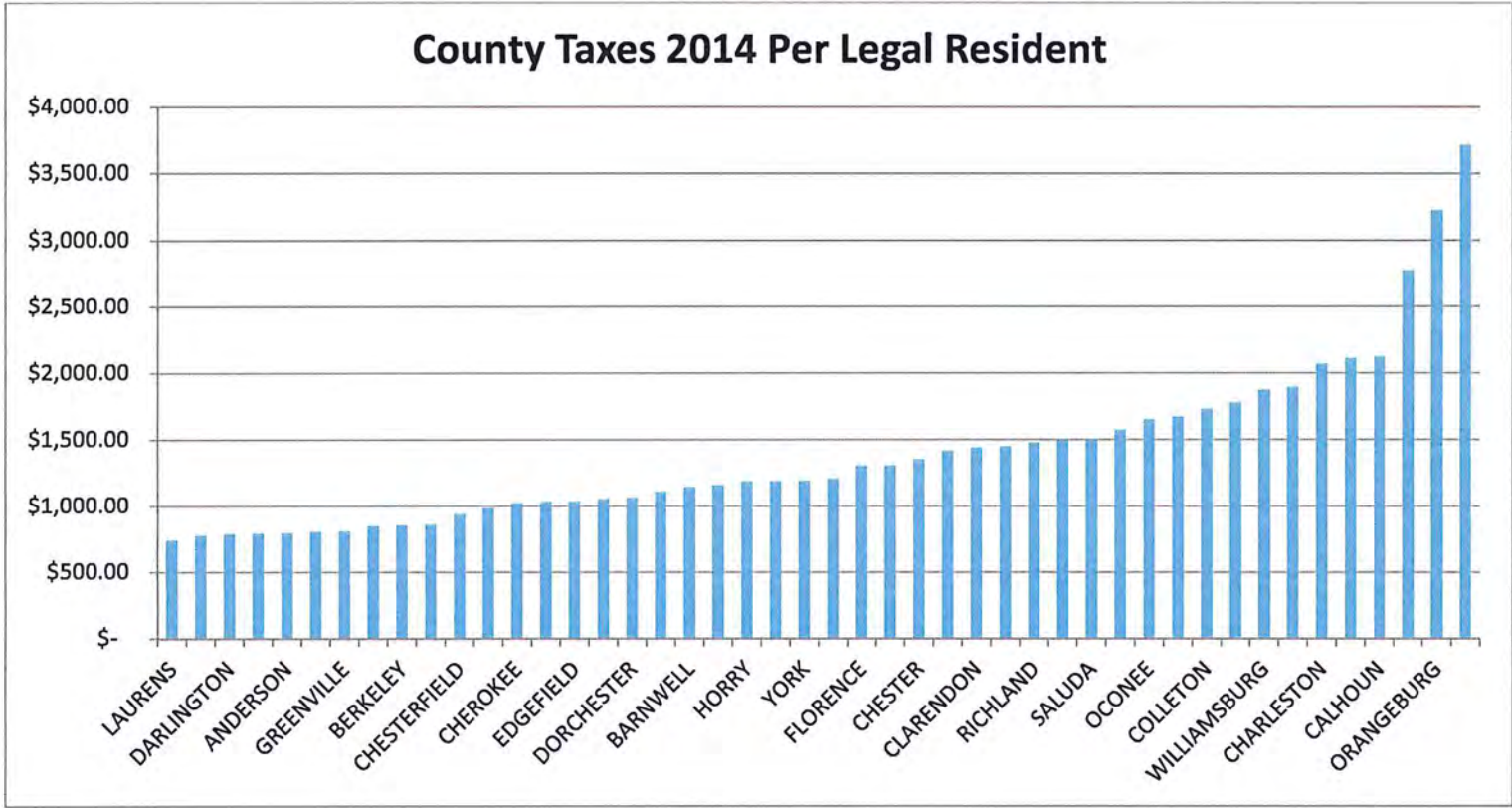
It my strong recommendation that the County establish a goal of 25% UDFB. The current UD FB as listed in the audit may not be a true UD FB from a legal perspective. We established a clean start with the "654" reserves as allowed under this ordinance 654 establishing the 654 reserve at \$0 as of FY16 which will therefore have no impact on the FY16 GF FB UD but will impact the FB UD of years prior to FY16 .

Beginning in January 2017 the finance director shall provide a quarterly report to the County Council of the 654 reserve as required under section 3f of Ordinance 654. In addition, starting with the end of FY17 excess funds generated under Ord 654 will be set aside as required under Ordinance 654 3(a) however the current external auditors may not recognize these funds as D.

There is still more research and actions to be taken by CC to remove commingled funds from our GF to clearly establish the other impacts on our GF FB (D and UD).

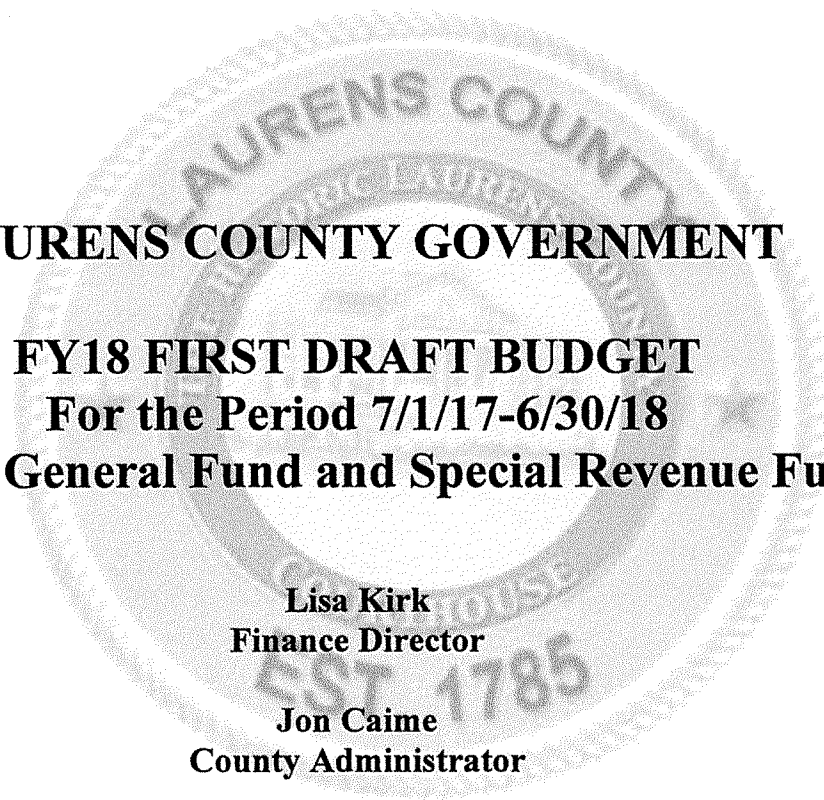
SECTION 9 MILLAGE

The chart below ("County Taxes 2014 Per Legal Resident") is from the 2014 SC department of revenue showing the County taxes per legal residents residing in the County. Laurens County has the lowest taxes per legal resident as of 2014.



Related Long Range Plans and Studies are a Part of this Spending Plan

APPENDIX A



LAURENS COUNTY GOVERNMENT
FY18 FIRST DRAFT BUDGET
For the Period 7/1/17-6/30/18
Includes General Fund and Special Revenue Funds

Lisa Kirk
Finance Director

Jon Caime
County Administrator

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY 2018 Request	FY 2018 Recc
					FY17 YTD Actual			
GENERAL PROPERTY TAXES - 110-311								
31110-31110 Current Real Property	6,008,379	6,727,603	6,851,143	6,829,730	5,577,858	6,850,000	6,939,689	6,939,689
31110-31111 LOST Credit-Real	1,762,550	1,412,617	1,271,863	1,434,061	1,529,318	1,549,318	1,457,149	1,457,149
31120-31120 Delinquent Real Property	503,456	387,990	527,787	393,880	239,214	529,214	400,221	400,221
31120-31121 LOST Credit-Delinquent	152,564	120,676	106,716	122,508	49,649	111,649	124,480	124,480
31130-31130 Vehicle	1,060,349	1,180,727	1,323,178	1,198,651	948,866	1,413,866	1,217,949	1,217,949
31130-31131 LOST Credit-Vehicle	296,002	287,028	254,130	291,385	144,363	230,363	296,076	296,076
31140-31140 FILOT	1,678,426	1,276,447	1,656,563	1,650,000	1,910,206	1,650,000	1,676,565	1,676,565
31140-31141 LOST Credit-FILOT	28,125	14,394	10,887	14,613	0	0	14,848	14,848
31150-31151 Prior Year Refunds	(489,569)	(80,374)	(52,357)	(81,594)	(58,992)	(78,992)	(82,908)	(82,908)
Subtotals:	11,000,282	11,327,108	11,949,910	11,853,234	10,340,482	12,255,418	12,044,071	12,044,071
Designated Tax Revenues								
31145-31145 Capital Improv	720,494	739,483	761,340	1,017,500	946,808	1,081,808	1,081,808	1,081,808
XXXXX Capital Improv FILOT						160,000	160,000	160,000
31300-31301 Local Option - 29% Operations	0	842,923	841,891	875,000	454,703	815,703	815,703	840,000
Subtotals:	720,494	1,582,406	1,603,231	1,892,500	1,401,511	2,057,511	2,057,511	2,081,808
Total Tax Revenues	11,720,776	12,909,514	13,553,141	13,745,734	11,741,993	14,312,929	14,101,582	14,125,879

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014	FY 2015	FY 2016	FY 2017	8 FY17 YTD	FY17	FY 2018	FY 2018
	Actual	Actual	Actual	Budget	Actual	Project	Request	Recc
LICENSES & PERMITS - 110-320								
32100-32110 Utility Franchise Fee	148,879	205,576	194,991	210,000	96,775	145,163	210,000	210,000
32200-32210 Building Permits	238,286	132,950	260,191	223,327	136,161	204,242	209,000	209,000
32200-32211 Mobile Home Licenses (Sticker)	2,180	1,835	5,290	4,619	2,100	3,150	3,000	3,000
32200-32212 Mobile Home Permits (Inspect)	43,920	44,160	44,650	48,075	36,707	55,061	56,800	56,800
32200-32213 Septic Tank Fee	810	885	200	500	0	0	200	200
32200-32214 Misc. Inspection Fees	221			600	0	0	200	200
32200-32215 Demolition Payments		3,651		750	0	0	200	200
Subtotals:	434,296	389,057	505,322	487,871	271,743	407,615	479,400	479,400
INTERGOVERNMENTAL REVENUE - 110-330								
33200-34115 Federal Funds - Vehicle		11,470	16,484	11,500	0	16,500	12,000	12,000
33300-33310 National Forest Fund	22,567	734	8,263	650	20	650	700	700
33500-33511 Accommodations Tax	80,806	75,291	90,747	75,000	23,427	75,000	75,000	42,000
33500-33515 DSS Reimburs.	31,284	61,704	42,604	60,000	0	60,000	60,000	60,000
33500-33517 Environmental Control Penalty		21,112	17,850	22,000	4,204	22,000	22,000	22,000
33500-33519 Local Government Fund state PEBA grant or inc LGF	2,458,307	2,472,803	2,467,147	2,640,843	1,348,811	2,640,843	2,640,843	2,640,843
33500-33521 Merchants' Inventory	40,841	40,841	40,841	41,000	30,631	41,000	41,000	41,000
33500-33522 Motor Carrier					7,340			
33500-33523 Registration Board	43,141	67,781	79,363	65,000	7,082	67,285	65,000	65,000
33500-33524 Library Salary Supplements	45,000	45,000	45,000	45,000	0	45,000	45,000	45,000
33500-33525 Veterans Svc Officer	37,484	38,887	38,552	39,000	33,384	46,332	46,332	46,332
33500-33530 DHEC	9,055							

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY 2018 Request	FY 2018 Recc
					FY17 YTD Actual			
33502-33512 Child Support-Clerk of Court	194,588	167,810	103,614	170,000	81,936	122,904	125,000	125,000
33502-33514 Clerk of Court-Incentive Fund	0	10,920	34,077	11,500	5,014	10,200	10,500	10,500
33505-33531 CMRS Reimbursement	160,851	130,120	98,484	130,000	111,642	130,000	139,000	139,000
33600-33115 SCDOT- Contingency Funds					100,000			
33600-33603 LEMPG Grant	69,817	70,111		70,000	15,470	70,000	61,259	61,259
33600-33605 State EMA Funding		1,160	43,311					
33800-33810 1% Received	67,959	39,793		40,000	42,817	44,000	44,000	44,000
33800-33811 Laurens/Clinton Communication	71,407	53,555	71,406	65,000	11,901	71,400	71,400	71,400
33800-33813 Lrns/Clinton/Cr Hill Magistrate	1,658	2,421	2,500	2,500	625	2,500	2,500	2,500
33800-33814 Coop Capital Credit Distr.	4,477	5,133	5,967	5,900	4,730	5,000	5,500	5,500
33800-33817 Municipal Inmate Housing	2,420	0	13,900	500	2,900	4,350	4,500	4,500
33800-88010 Municipal Government Elections	3,715							
34202-34221 E 911 State Reimbursement	0	106,655	6,617	483,660	30,725	465,031	20,800	
Console Rework 911 \$8,800								8,800
Chairs 911 \$12,000								12,000
42009-33108 PREA Grant - Detention Center	11,287							
42024-80054 Citizen Corp Grant	12,000							
42020-33110 BJA Grant	21,604	22,384	20,655	23,000		23,000	23,000	23,000
42021-33112 SCAAP Grant Funds	0	1,388	1,224	1,500		1,300	1,300	1,300
42022-33113 DOJ - Bullet Proof Vest Grant	8,935	666	3,279	18,000	2,105	5,000	6,000	6,000
42023-80059 FEMA Grant			38,429	22,500		22,500	30,000	30,000
42112-33114 State Reimb - Body Worn Cam					29,400	29,400	30,000	30,000
43204-33539 PRT - LWCF Grant		46,897	3,103					
45001-33701 PARD Grant Reimbursements		19,095	96,339	15,500		15,500		
33350-33817 Detention Ctr - SS Inmate Reimb			11,800	10,500	8,600	12,900		
Airport Project Reimbursement							12,000	12,000
42010-33529 State Drug Revenue	27,997	6,911	116,521	10,000	8,500	10,000		
42011-33210 Federal Drug Revenu	0	6,371	0	6,500	0	6,500		
42014-33513 Child Support-Sheriff	9,818	29,863	7,277	15,000	2,541	3,812		
Subtotals:	3,437,018	3,556,876	3,525,354	4,101,553	1,913,805	4,069,906	3,594,634	3,561,634

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY 2018 Request	FY 2018 Recc
					FY17 YTD Actual			
CHARGES FOR SERVICES - 110-340								
33501-33536 Recorder of Deeds Revenue	10,165	12,820	8,983	12,000	5,865	12,000	12,000	12,000
34100-34110 Collection of City Taxes	34,537	29,948	35,047	35,000	30,517	32,517	35,000	35,000
34100-34111 Probate Fees	113,791	108,917	105,048	110,000	56,109	96,187	108,000	108,000
34100-34113 Treasurer's Costs	151,098	152,807	334,836	350,000	237,599			
34100-34114 Treasurer Other Income	1,544	1,413	973	1,500	555	833	1,000	1,000
34100-34115 Vehicle Road Fee (\$15.00)	888,905	899,487	907,311	900,000	582,681	874,022	900,000	900,000
34100-34117 Decal Fee	26,005	32,295	52,134	45,000	29,588	44,382		
34100-34118 Treasurer - Convenience Fees		2,327	1,217	2,200	1,425	2,138	2,200	2,200
34100-34215 FOIA Request Fees					147	221	225	225
34101-34221 Copier Fees - Assessor	1,233	1,554	541	1,000	478	717	750	750
34102-34222 Temp Tags - Auditor	2,420	2,215	2,165	2,300	1,320	1,980	2,000	2,000
34202-34211 E-911 - Wireless	123,323	121,304	120,753	115,624	0	115,624	126,500	126,500
34202-34212 E-911 - Wired	171,987	196,260	148,065	205,000	58,427	130,000	155,000	155,000
34202-34213 E-911 - CLEC	103,348	61,936	65,533	50,000	33,793	65,000	65,000	65,000
34202-34220 E-911 CMRS 911 Funding			63,986					
34202-34230 E-911 Map Sale Revenue	800	2,975	2,454	3,000	1,600	2,400	2,400	2,400
34202-34231 E-911 Road Sign Revenue			300		150	225	225	225
34203-34233 Building Insp - Code Book			115		3	100	100	100
34300-34310 Road & Bridge Fees and Sales	1,090	731		750				
34800-34811 Mag. Fines & Fees	147,376	565,635	493,014	565,000	396,801	595,202	595,000	595,000
34800-34850 Worthless Check Program	3,444							
34800-34855 Traffic Safety Program Fee	573	370	536	500	(317)	500	500	500
34801-34810 Clerk of Court Fines & Fees	749,521	409,431	237,276	450,000	371,315	556,973	550,000	550,000
42000-11500 Gray Court Supp/Sheriff	46,858	63,156	61,106	65,000	33,983	67,966	68,000	68,000
42000-11510 Hospital Deputies	58,450							
42000-11511 Reimburse Sheriff Salaries	27,570	14,558	12,322	20,000	2,527	3,791	4,000	4,000
42000-34112 School District 55 SRO Match	195,030	245,688	225,080	265,688	144,126	288,252	280,000	280,000
42000-34214 Sheriff Fees	2,965	11,293	5,788	5,000	4,984	7,476	3,000	3,000
42000-34223 Detention Center Resitution		63	216	100	104	156	200	200
34206-34216 Detention Ctr Commissary	93,713	45,505	51,746	47,000	31,387	47,081		
34206-34218 Detention Ctr Phone Commission	50,519	56,709	37,326	57,000	26,460	39,690		
42000-34215 Scrap Metal Fees	3,540	1,890	2,450	2,500	520	780		
42025-34816 Sex Offender Reg. Fees	6,600	23,810	19,550	13,000	6,750	10,125		
42115-34825 Project Lifesaver		4,640			50	75		
Subtotals:	3,016,405	3,069,737	2,995,933	3,324,212	2,058,947	2,984,409	2,899,100	2,899,100

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014	FY 2015	FY 2016	FY 2017	8 FY17 YTD	FY17	FY 2018	FY 2018
	Actual	Actual	Actual	Budget	Actual	Project	Request	Recc
INVESTMENT EARNINGS - 110-361								
36110-36110 Interest Earned	28,683	35,159	45,331	35,000	26,428	39,642	40,000	40,000
Subtotals:	28,683	35,159	45,331	35,000	26,428	39,642	40,000	40,000
RENTAL OF COUNTY PROPERTY - 110-363								
36300-36320 County Park Rental Fee	186	164		300	0	0	0	
36300-36300 Building Rental	6,000	6,100	6,000	6,000	4,100	6,000	6,000	
36310-36300 Library Rental - Workforce		3,750	9,000	9,000	6,000	9,000	9,000	
Subtotals:	6,186	10,014	15,000	15,300	10,100	15,000	15,000	0
CONTRIBUTIONS/DONATIONS FROM PRIVATE SOURCES - 110-364								
42000-36414 Unrestricted Private Donation	50	2,500	(325)	2,500	8,818	10,000	1,000	
42000-36415 Restricted Donation - Sheriff	2,500	7,000	572	2,500	1,860	2,500		
42000-36416 Restricted Donation - Det Ctr		3,295	200	1,200	1,550	1,800		
42015-36400 Dare/Explorer Revenue				250		250		
Subtotals:	2,550	12,795	447	6,450	12,228	14,550	1,000	0
MISCELLANEOUS REVENUE								
37000-37000 Miscellaneous Revenue	58,570	48,454	123,061	50,000	(22,983)	10,000	50,000	50,000
37000-37003 Misc Revenue - LCDC Reimb			30,000					
37000-37005 Misc Revenue - COC special proj					103,762	103,762		
37000-37002 Insurance Proceeds	29,682	15,291	34,147					
Subtotals:	88,252	63,745	187,208	50,000	80,779	113,762	50,000	50,000
OTHER FINANCING SOURCES - 110-390								

110 General Fund Revenue Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY 2018 Request	FY 2018 Recc
					FY17 YTD Actual			
39000-39110 Fire Fund OH Reimbursement			30,000	30,000		30,000	35,000	35,000
80000-85000 Transfers Out - Detention Ctr			(51,467)					
43000-49110 Transfers Out - C Fund	(1,198,906)		0					
Subtotals:	(1,198,906)	0	(21,467)	30,000	0	30,000	35,000	35,000
PROCEEDS OF GEN FIXED ASSET DISPOSITIONS - 392								
39210-39210 Sale of General Fixed Assets	3,706	0	63,706					
39210-39211 Sale Land Proceeds	7,920	801	5,292	5,000	8,130	10,000	10,000	
Subtotals:	11,626	801	68,998	5,000	8,130	10,000	10,000	0
GENERAL LONG TERM DEBT ISSUED - 393								
39300-39310 Capital Lease Proceeds	717,000			790,000	561,748	r		
Subtotals:	717,000	0	0	790,000	561,748	0	0	0
TOTAL REVENUES:	18,263,886	20,047,698	20,875,267	22,591,120	16,685,901	21,997,813	21,225,716	21,191,013
Deficit Reduction (for prior year deficit)								
31160-31160 Defecit Reduction (6 mills)	1,070,354	1,109,644	1,140,831	1,110,000	982,615	1,177,615	1,177,615	1,177,615
XXXXX Defecit Reduction (6 mills) FILOT						160,000	160,000	160,000
	1,070,354	1,109,644	1,140,831	1,110,000	982,615	1,337,615	1,337,615	1,337,615
				23,701,120	17,668,516	23,335,428	22,563,331	22,528,628
REV-EXP (FB TRANSFER)						441,438	(2,508,643)	1,003,930

110 General Fund Expenditure Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY 2018 Request	FY 2018 Recc	FY18 Final
512 Administration	362,665	309,628	319,249	328,645	239,677	337,420	243,879	216,379	0
512 County Attorney	115,014	116,100	121,824	120,681	75,554	120,158	164,599	162,062	0
548 Risk Mgt (SPEC PRJ MGR)	41,679	39,091	1,243	46,700	1,040	1,560	78,330	78,330	0
513 Airport	76,113	58,041	60,089	87,774	34,885	77,327	100,827	99,702	0
514 Assessor	363,916	357,347	359,683	382,232	226,250	339,374	540,556	532,006	0
515 Auditor	439,634	408,778	391,050	554,526	268,702	402,690	608,038	588,108	0
516 Buildings/Grounds	752,213	747,553	793,854	782,702	566,780	800,602	943,184	923,944	0
517 Clemson Extension	34,401	34,491	33,789	34,800	31,310	34,800	33,600	33,000	0
518 Clerk of Court	683,816	628,385	611,626	653,943	412,118	618,177	874,243	842,291	0
519 Communications	836,566	825,263	830,101	892,491	551,441	827,162	1,301,260	1,047,909	0
520 Contingency	50,044	127,461	113,186	83,740	4,566	6,850	125,000	125,000	0
521 Coroner	142,575	146,180	133,929	161,268	104,151	156,240	312,400	197,559	0
522 County Council	108,206	101,683	100,163	101,589	63,723	95,584	175,157	175,157	0
523 Detention Center	3,008,679	3,069,396	3,057,132	3,120,449	1,880,167	2,820,251	4,155,894	3,799,212	0
524 E 9-1-1	422,167	450,555	522,740	547,853	236,636	1,473,953	1,271,909	653,959	0
526 Emergency Management	120,551	81,869	75,628	159,935	34,963	52,444	215,605	102,005	0
527 Finance Department IT	161,671	164,823	173,717	188,955	133,156	241,733	391,857	389,857	0
531 Health Department	13,818	12,939	16,610	12,750	11,220	12,750	12,750	12,750	0
532 Inspection/Permits	306,511	345,906	362,946	385,188	210,082	315,123	554,222	504,661	0

110 General Fund Expenditure Summary

Dept/Agency Number & Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY 2018 Request	FY 2018 Recc	FY18 Final
533 Library	658,463	634,729	654,390	679,662	383,784	575,676	769,365	652,158	0
534 Magistrate	436,557	447,620	464,862	454,465	285,653	417,111	594,874	578,469	0
535 Parks/Recreation/Tourism	145,865	281,790	158,439	175,405	115,068	172,602	555,281	281,981	0
536 Human Resources	117,670	123,291	127,292	133,913	82,344	123,516	146,460	136,385	0
537 Planning				16,100	3,044	4,565	0	0	0
538 Probate Judge	232,377	249,793	256,297	272,512	162,816	244,223	410,168	385,873	0
539 Public Works	123,196	141,281	165,768	149,981	89,643	134,465	214,907	214,057	0
540 Registration/Elections	215,579	226,486	280,659	207,418	157,500	208,608	306,427	253,907	0
541 Roads/Bridges	782,028	703,639	692,671	774,011	384,511	576,766	1,091,542	945,542	0
542 Sheriff	4,110,178	3,940,642	3,874,770	3,979,675	2,439,918	3,659,877	6,174,391	5,022,258	0
543 Social Services	70,281	76,678	73,494	69,650	47,139	70,708	77,510	69,950	0
544 Treasurer	373,032	416,596	426,170	386,633	265,553	398,330	571,748	520,483	0
545 Veterans Affairs	135,477	127,866	129,582	140,277	80,848	121,271	273,260	200,729	0
546 Purchasing/Veh Maint	71,811	69,352	70,229	71,181	39,347	59,021	71,181	71,181	0
551 Insurance and Benefits	5,214,497	5,256,071	5,404,612	5,404,612	3,947,203	5,707,781	827,000	827,000	0
555 Capital Leases	258,886	395,968	395,968	421,141	1,221,297	1,221,297	266,872	266,872	0
555 Capital Expenditures									
561 Miscellaneous	108,300	107,772	107,261	107,261	107,600	79,651	107,416	108,400	107,600
562 Local Gov Assistance	355,795	355,581	355,585	355,798	270,655	355,798	382,061	355,861	0
563 Special Appropriations	52,200	53,350	42,200	42,200	43,200	28,525	43,200	64,700	63,200
TOTAL EXPENDITURES	21,502,431	21,633,994	21,758,808	22,488,116	15,213,542	22,893,990	25,071,974	21,524,698	170,800
Reserves (Fund Balance)				168,460		(441,438)	2,508,643	(1,003,930)	118,800
				(103,004)					
FUND BALANCE	8,017,577	6,206,346	5,448,821	5,280,361	5,448,821	5,890,259	2,771,718	6,452,751	5,771,459

Fund: 110 General Fund
Department: 512 Administration

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Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY 2018 Request	FY 2018 Recc	FY 2018 Final	
11000	Salaries	166,494	162,440	170,244	192,625	125,102	187,653	143,920	143,920		note 5
21000	Health Ins Employer Share						0	5,708	5,708		
21010	Ret Health Ins Employer Share						0				move from 555?
21020	Health Insurance Subsidy										
22000	FICA Employer Share						0	11,010	11,010		
23000	Retirement Employer Share						0	17,573	17,573		
26000	Workers Compensation						0	7,363	7,363		
21040	Travel Allotment	1,233	1,203	1,206	1,200	603	905				See 512b?
21050	Cell Phone Reimbursement	431	421	422	420	227	341				phon See 512b
	Vehicle Allowance						0				note 1
27000	Advanced Drug Testing		25	25							
30000	Professional Services	7,936	3,358								
33052	Audit Services	77,388	39,900	39,900	42,000	41,575	42,000				note 3
33053	Legal Services	12,195	7,133	1,325	7,500	4,918	7,377	7,500	7,500		
43020	Computer Maintenance	67,838	70,351	76,166	60,000	43,740	65,610				note4
43090	Vehicle Maintenance	42	376	1,442	750	341	512	0	0		note 1
44030	Copier Lease	1,411	1,654	2,675	1,500	2,959	2,705	2,705	2,705		
44040	Telephone System Lease	1,211	0	0	0	0	0				
53010	Cell Phone	845	924	1,120	1,300	682	1,022	1,100	1,100		note 2
53090	Telephone	8,624	9,659	11,029	8,000	7,912	11,868	11,000	11,000		note 2,5
54000	Advertising Notices	3,898	3,581	1,989	3,000	1,027	1,541	1,000	1,000		note 5
56050	Memberships/Dues	25	25	25	350	1,425	2,138	500	500		note 5
57092	Travel/Meetings	6,142	3,642	2,673	5,000	6,222	9,333	5,000	5,000		note 5
61040	Computer Supplies	1,182	64	1,812	1,500	189	283	500	500		note 5
61700	Office Supplies	1,082	1,819	4,991	1,000	1,295	1,943	1,000	1,000		note 5
61800	Postage	753	944	699	1,000	170	255	500	500		
61900	Vehicle Supplies	53	87	464	500						note 1
	vehicle							27,500			note 1 sweep to 555
61910	Fuel	1,147	1,222	1,041	1,000	1,290	1,935	0	0		note 1
64001	Codification of Ordinances	2,735	800								note 6
	Subtotal Salaries	166,494	162,440	170,244	192,625	125,102	187,653	143,920	143,920	0	
	Subtotal Benefits	1,664	1,624	1,629	1,620	831	1,246	41,654	41,654	0	
	Subtotal Operating	194,507	145,564	147,376	134,400	113,745	148,522	58,305	30,805	0	
	TOTALS	362,665	309,628	319,249	328,645	239,677	337,420	243,879	216,379	0	

- note 1: See request \$24,500 Dept 532 request will be also taken care of with this request
- note 2: Request Phone System Audit
- note 3: move to finance 527 FY18
- note 4: moved to IT dept FY18
- note 5; portion of costs moved to 522 FY18
- note 6: moved to legal 512b (new legal dept), other costs too? Telephone etc?

Fund: 110 General Fund

Department: 512.5

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11050	Salaries - County Attorney	92,426	95,061	95,773	96,371	59,570	96,371	96,371	96,371	
11010	Part-Time Salaries - Attorney	10,749	10,741	17,010	16,110	10,026	16,200	18,000	16,200	note 1
21000	Health Ins Employer Share						11,000	11,000	11,000	
21010	Ret Health Ins Employer Share				0		0			
21020	Health Insurance Subsidy									
22000	FICA Employer Share				0		0	8,749	8,612	
23000	Retirement Employer Share				0		0	11,767	11,767	
21040	Travel Allotment	1,233	1,203	1,206	1,200	603	905	1,200	1,200	See 512
21050	Cell Phone Reimbursement	431	421	422	420	227	341	420	420	See 512
26000	Workers Compensation				0		0	5,892	5,892	
44030	Copier Lease	1,104	973	669	0	0	0	0		
52010	Professional Insurance	2,548	2,648	2,664	2,800	2,700	2,700	2,900	2,700	
53090	Telephone - County Attorney	3,649	3,042	1,851	0	64	96	0	0	
56050	Memberships/Dues - County Att	530	0	176	600	475	713	600	600	
57092	Travel/Meeting - County Attorney	3,585	2,079	2,845	3,500	1,816	2,723	3,500	3,200	
61700	Office Supplies - County Attorney	423	551	695	1,000	904	1,356	1,000	900	
61800	Postage - County Attorney	0	196	142	300	0	0	200	200	
64001	Codification of Ordinances	0	0	0	0	0	0	3,000	3,000	
74444	Computer Equipment	0	809	0	0	0	0	0		
	Subtotal Salaries	103,175	105,802	112,782	112,481	69,596	112,571	114,371	112,571	0
	Subtotal Benefits	0	0	0	0	0	0	39,028	38,891	0
	Subtotal Operating	11,839	10,298	9,042	8,200	5,958	7,587	11,200	10,600	0
	TOTALS	115,014	116,100	121,824	120,681	75,554	120,158	164,599	162,062	0

Note 1: Requests 6% increase in wage

Fund: 110 General Fund

Dept: 548 Risk Management

FY 18 CHANGE TO SPECIAL PROJECT MANAGER

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc
11000	Salaries	35,021	34,399	-	17,500			50,000	50,000
21000	Health Ins Employer Share						-	5,800	5,800
21020	Health Insurance Subsidy								
21040	Travel Allotment	1,203	1,121	-	600	-	-		
21050	Cell Phone Reimb	223	58	-	-	-	-		
22000	FICA Employer Share						-	3,825	3,825
23000	Retirement Employer Share						-	6,105	6,105
26000	Workers Compensation						-	3,000	3,000
53010	Cell Phone	823	600	-	900	-	-	1,000	1,000
53090	Telephone	1,315	1,306	1,021	1,200	427	640	1,000	1,000
57092	Travel/Meetings	961	611	222	700	-	-	1,000	1,000
61700	Office Supplies	1,891	887	-	500	-	-	1,500	1,500
61800	Postage	42	13	-	50	-	-	100	100
80081	Safety Program	200	96	-	1,000	613	920	5,000	5,000
	Subtotal Salaries	35,021	34,399	-	41,750	-	-	50,000	50,000
	Subtotal Benefits	1,426	1,179	-	600	-	-	18,730	18,730
	Subtotal Operating	5,232	3,513	1,243	4,350	1,040	1,560	9,600	9,600
	TOTALS	41,679	39,091	1,243	46,700	1,040	1,560	78,330	78,330

FY17 AND PRIOR ARE THE RISK MGR POSITION. BELOW IS COMPARISON FOR NEW POSITION

	NOW	Proposed	
Clerk position FT to PT	24,500		
Risk Manager	37,000		
	61,500	50,000	
HI	11,600	5,800	
HI subsidy	2,184	109	
FICA	4,705	3,825	
retirement	7,509	6,105	
WC	3,690	3,000	
OH	10,000	5,000	savings
	101,188	73,839	27,349

Fund: 110 General Fund
Department: 513 Airport

Acct #	Description	8								FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	
11000	Salaries	29,639	27,417	31,275	33,696	20,829	31,243	33,696	33,696	
11010	Part Time Salaries	8,714	9,555	8,202	7,583	5,300	7,950	7,513	7,513	note PT
13000	Overtime	0	501			0	248	372		
21000	Health Ins Employer Share						0	5,672	5,672	
21020	Health Insurance Subsidy						0			
21010	Ret Health Ins Employer Share						0		0	
21050	Cell Phone Reimb			47	420	260	389	420	420	
22000	FICA Employer Share						0	3,152	3,152	
23000	Retirement Employer Share	1,233					0	4,114	4,114	
26000	Workers Compensation	431					0	3,185	3,185	
33052	Auditors	0	0	0	500	0	0	500		Note 1
43030	Equipment Maintenance	735	385	1,260	4,500	0	0	1,500	1,500	
43032	Airfield Maintenance	1,157	1,526	700	2,000	1,362	2,043	2,000	2,000	
43087	Tractor Maintenance	0	572	708	500	125	187	500	500	
43090	Vehicle Maintenance	81	467	0	500	0	0	500	500	
53090	Telephone	1,130	1,147	1,059	1,200	677	1,015	1,200	1,200	note 3
57092	Travel/Meetings	1,545	1,120	1,120	800	0	0	800	800	
61025	Building Maint Supplies	9,891	899	397	500	364	546	500	500	
61700	Office Supplies	0	63	803	350	364	546	350	350	
61800	Postage	21	0	0	75	0	0	75	50	
61840	Tractor Supplies	93	95	0	750	0	0	750	750	
61900	Vehicle Fuel	944	812	817	1,000	431	647	1,000	1,000	
62000	Utilities	8,100	8,040	7,686	8,400	4,926	7,389	8,400	7,800	
80066	Grant Match	14,063	5,442	6,015	37,000	0	25,000	25,000	25,000	0 note 2
	Subtotal Salaries	38,353	37,473	39,477	41,279	26,376	39,564	41,209	41,209	0
	Subtotal Benefits	0	0	47	420	260	389	16,543	16,543	0
	Subtotal Operating	37,760	20,568	20,565	58,075	8,249	37,373	43,075	41,950	-
	TOTALS	76,113	58,041	60,089	99,774	34,885	77,327	100,827	99,702	0

Note 1: We do not audit their personal accounts

Note 2: Capital Grant Match see Grants Sheet. This is for the 5% match on airport improvements.

See fund balance sheet

110-250-25010-25040 Designated FB \$ 18,985

Note 3: tele audit

Note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Department: 514 Assessor

Acct #	Description	8								FY18 Recc	FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request			
11000	Salaries	308,266	309,831	321,223	337,157	206,789	310,183	334,803	334,803		
11010	Part Time Salaries	13,049	13,871	5,831	0	0	0	0	0		
21000	Health Ins Employer Share				0		0	80,685	80,685		
21020	Health Insurance Subsidy								0		
21010	Ret Health Ins Employer Share				0		0		0		
21040	Travel Allotments				0		0		0		
22000	FICA Employer Share				0		0	25,612	25,612		
23000	Retirement Employer Share	1,233			0		0	40,879	40,879		
26000	Workers Compensation	431			0		0	12,001	12,001		
27000	Drug Testing	0	0	25	25	0	0	25	25		
43030	Equipment Maintenance QS1	1,507	2,390	435	2,500	576	865	2,500	2,400		note A
43090	Vehicle Maintenance	830	695	2,351	2,000	2,858	4,287	5,000	3,500		
44030	Copy Machine Lease	2,465	2,580	2,478	2,600	1,621	2,431	2,600	2,600		
44032	Map Copier Lease	5,053	4,434	5,163	5,350	3,558	5,336	5,350	5,300		
44060	Postage Meter Lease	1,921	1,526	1,645	3,500	1,041	1,561	3,500	1,800		
53090	Telephone	2,931	3,076	2,751	3,500	1,945	2,918	3,500	3,500		note 1
56050	Memberships and Dues	2,185	350	120	400	160	240	400	400		
57080	Training	1,753	1,210	635	5,000	765	1,148	3,500	3,500		
61700	Office Supplies	6,734	7,686	9,171	7,000	3,678	5,518	6,500	6,000		
61800	Postage	3,480	3,653	2,401	3,000	686	1,029	3,000	3,000		
61850	Uniforms	1,850	1,480	864	1,000	981	1,472	1,500	1,500		
61910	Vehicle Fuel	5,658	4,524	2,659	4,500	1,591	2,387	4,500	4,500		
74170	Machines/Equip	6,234	41	1,929	4,700	0	0	4,700			note 2
	Subtotal Salaries	321,315	323,702	327,055	337,157	206,789	310,183	334,803	334,803	0	
	Subtotal Benefits	0	0	0	0	0	0	159,178	159,178	0	
	Subtotal Operating	42,601	33,645	32,628	45,075	19,461	29,191	46,575	38,025	0	
	TOTALS	363,916	357,347	359,683	382,232	226,250	339,374	540,556	532,006	0	
	Associated Revenues										
34101-342	Copier Fees - Assessor	1,327	1,554		2,000						

note 1: tele audit

note 2: computer contingency moved to IT dept

note A: add assessor part here from auditor office

Fund: 110 General Fund
Department: 515 Auditor

Acct #	Description	8								FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	
11000	Salaries	154,362	158,630	137,665	175,894	103,276	154,913	175,116	170,016	note 1
11010	Part Time Salaries	23,933	28,605	31,920	39,732	18,733	28,100	38,733	37,243	note 2,PT
21000	Health Ins Employer Share				0		0	28,774	28,774	
21010	Ret Health Ins Employer Share				0		0			
21020	Health Insurance Subsidy									
21040	Travel Allotment	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	
21050	Cell Phone Reimb					242	363	720	720	
22000	FICA Employer Share				0		0	16,359	15,855	
23000	Retirement Employer S	1,233			0	0	0	23,523	22,838	
26000	Workers Compensator	431			0	0	0	5,762	5,762	
27000	Advanced Drug Testing	0	75	50	100	0	0	50	50	
30000	Professional Services	17,675	1,500	-	5,000	0	0	5,000		
43030	Equipment Maint	0	-	1,722	950	384	576	950	950	
43070	Smith Data Contracts	228,117	204,056	204,560	316,000	132,706	199,059	290,000	290,000	Note A
44030	Copier Lease/Rental	2,286	2,408	2,335	3,000	1,244	1,866	2,500	2,500	
53010	Cell Phone	1,358	1,490	979	1,500	455	683	1,200	1,200	note 4
53090	Telephone	2,424	2,661	2,316	2,500	1,755	2,633	2,500	2,500	note 4
57092	Travel/Meetings	1,777	1,405	1,148	2,000	3,847	5,771	6,000	2,000	
61700	Office Supplies	4,832	5,360	6,287	5,000	5,317	7,976	8,000	5,500	
61800	Postage	1,180	1,000	860	1,000	0	0	1,000	1,000	
74155	Copier/Treasurer	487	385	0	650	0	0	650		
Subtotal Salaries		178,295	187,235	169,585	215,626	122,009	183,013	213,849	207,259	0
Subtotal Benefits		1,203	1,203	1,206	1,200	984	1,113	76,339	75,149	0
Subtotal Operating		260,136	220,340	220,258	337,700	145,709	218,564	317,850	305,700	0
TOTALS		439,634	408,778	391,050	554,526	268,702	402,690	608,038	588,108	0
Associated Revenues										
4102-3422	Copier Fees - Auditor	0	0		50					
4102-3422	Temp Tags - Auditor	1,980	2,215		2,100					
note 1: requests 3% pay increase										
note 2: requests 4% increase in pay per hour										
Note 3: prior to FY18 included Auditor, Treasurer, Assesor, Clerk of Court, Tax Collector offices combined										
note 4: tele audit										
note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition										
Note A: see revised qs1 agreement minus tax collector comp services note 3										

Fund: 110 General Fund
Department: 516 Buildings & Grounds

Acct #	Description	8								FY18 Recc	FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request			
11000	Salaries	231,854	231,596	236,622	278,297	142,847	214,270	243,651	243,651		
11010	Part-Time Salaries							13,091	13,091		note PT
21000	Health Ins Employer Share							0	50,906	50,906	
21010	Ret Health Ins Employer Share							0	-	-	
21020	Health Insurance Subsidy								-	-	
22000	FICA Employer Share							0	19,641	19,641	
23000	Retirement Employer Share							0	29,750	29,750	
26000	Workers Compensation							0	20,805	20,805	
27000	Advanced Drug Testing	25	50	50	200	50	75	200	100		
43012	Building Maintenance	94,851	82,590	115,918	85,000	94,106	141,159	115,000	115,000		
43050	Maintenance Contracts	30,551	21,613	25,368	26,000	16,257	24,386	30,000	26,000		
43068	Radio Maintenance				150	0	0	150			
52020	Building Insurance	97,850	109,995	105,890	105,890	103,712	106,000	105,890	106,000		
53010	Cell Phones	659	605	658	665	460	691	800	800		note 1
53090	Telephone	2,530	2,533	3,211	3,100	2,783	4,174	3,100	3,100		note 1
61500	Dept. Supplies	191	244	(127)	200	310	466	200	200		
61540	Janitorial Supplies	26,549	25,626	30,105	29,000	22,941	34,412	30,000	29,000		
61555	Landscape Maint Supplies	10,054	9,636	4,624	10,000	6,588	9,883	10,000	10,000		
61800	Postage	7	0	0	50	0	0	50			
61850	Uniforms	0	0	0	3,950	2,622	3,933	3,950	3,900		
61900	Vehicle Supplies	3,655	2,979	1,550	3,000	2,596	3,894	3,000	3,000		
61910	Vehicle Fuel	6,422	3,498	6,045	6,500	4,259	6,388	6,500	6,500		
62000	Utilities	246,674	256,114	263,214	230,000	167,050	250,575	254,000	240,000		note 2
80061	Misc. & Flags	341	474	727	700	198	297	700	700		
74170	Machines/Equip							1,800	1,800		
43013	Special Projects	24,559						0			
	Subtotal Salaries	231,854	231,596	236,622	278,297	142,847	214,270	256,742	256,742	0	
	Subtotal Benefits	0	0	0	0	0	0	121,102	121,102	0	
	Subtotal Operating	544,918	515,957	557,232	504,405	423,934	586,333	565,340	546,100	0	
	TOTALS	776,772	747,553	793,854	782,702	566,780	800,602	943,184	923,944	0	

note 1: tele audit

note 2: energy efficiency implemented?

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Department: 517 Clemson Ext.

Acct #	Description	8								
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
56020	Beautification Project	1,185	1,170	1,013	1,200	212	1,200	0		
56021	4H	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	note 1
61700	Office Supplies	3,000	3,256	3,211	3,000	3,000	3,000	3,000	3,000	
62000	Utilities	5,216	5,065	4,566	5,600	3,098	5,600	5,600	5,000	
	Subtotal Salaries	0	0	0	0	0	0	0	0	0
	Subtotal Operating	34,401	34,491	33,789	34,800	31,310	34,800	33,600	33,000	0
	TOTALS	34,401	34,491	33,789	34,800	31,310	34,800	33,600	33,000	0

note 1: contract expires
funds received?
need rev line item

Fund: 110 General Fund
Department: 518 Clerk of Court

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8 FY17		FY18 Request	FY18 Recc	FY18 Final
						YTD Actual	Project			
11000	Salaries	401,008	390,250	375,764	420,917	232,680	349,020	408,190	389,130	note 1, 5
11100	Part-time Salaries					0	0	52,570	49,029	note 5, 6, PT
21000	Health Ins Employer Share						0	90,846	90,846	note 1
21010	Ret Health Ins Employer Share						0			
21020	Health Insurance Subsidy									
21040	Travel Allotments	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	
22000	FICA Employer Share						0	35,248	33,519	note 1
23000	Retirement						0	56,259	50,533	note 1
26000	Workers Compensation						0	4,096	4,200	note 1
27000	Advanced Drug Testing	50	75	25	0	25	38	0		
30000	Professional Services - Scanning	0	6,574							
31050	Jurors Expense	68,651	70,024	69,074	70,000	52,866	79,298	20,971	20,971	note 5, 6
43020	Computer Maintenance	22,500	22,500	22,500	22,500	22,500	33,750	22,500	22,500	note 7
	QS1									note 8
43030	Equipment Maint.	44,724	46,923	44,304	47,000	27,597	41,396	47,000	45,000	
43050	Maintenance Contracts	239	239	239	240	160	239	240	240	
44030	Copier Lease/Rental	6,835	6,533	6,196	7,000	5,228	7,842	7,000	7,000	
53090	Telephone	9,101	9,239	11,780	12,700	8,269	12,403	12,700	12,700	note 9
57092	Travel/Meetings	797	1,082	1,158	1,200	300	450	1,200	1,200	
61501	Reg of Deeds Supplies	17,137	16,369	21,490	12,000	11,580	17,370	12,000	12,000	note 3
61700	Office Supplies	12,264	13,756	12,349	13,000	8,320	12,479	13,000	13,000	
61800	Postage	31,290	28,340	33,545	32,000	21,491	32,236	32,000	32,000	
80028	Child Supp Enforcement	68,582	15,278	11,997	13,000	19,175	28,763	13,000	13,000	note 2
	COC Incentive Fund							40,000	40,000	note 4
	Kofile							4,223	4,223	note 3
	Minor Equipment	0	0	0	1,186	1,186	1,779	0		
	Subtotal Salaries	400,443	390,250	375,764	420,917	232,680	349,020	460,760	438,159	0
	Subtotal Benefits	1,203	1,203	1,206	1,200	742	1,113	187,649	180,298	0
	Subtotal Operating	282,170	236,932	234,655	231,826	178,696	268,044	225,834	223,834	0
	TOTALS	683,816	628,385	611,626	653,943	412,118	618,177	874,243	842,291	0

Note 1: Dept Head Requests Salary Increases see first draft budget backup

Note 2: See revenue source 33502-33512 that pays for all of this line item

Note 3: Use this revenue source for these line items (restricted revenue)
 33501-33536 Recorder of Deeds Revenue 10,026 12,820 12,000 11,580 17,370

Note 4: Use this revenue source for these line items (restricted revenue)
 33502-33514 Clerk of Court-Incentive Fund 10,920 8,004 0

Fund Balance 110-250-25010-25030 34,466

Note 5: FY18 part time salaries paid from this line item now in 11100

Note 6: wages placed in 11100

Note 7: CMS software required by State (50% cost shared with COC)

Note 8: Cost for this was in 515 account

note 9: tele audit

Note Y: Computer Terminals may need replacing soon (2009) 5 units @\$1,300

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Dept: 519 Communications (E-911 Operations)

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8		FY18 Request	FY18 Recc	FY18 Final	
						FY17 YTD Actual	FY17 Project				
11000	Salaries	459,635	480,162	488,642	480,774	332,684	499,026	517,088	517,088		
	EMD Salary Request							96,000			note 1
	Shift Differential							11,440			note 2
11010	Part Time Salaries	7,336	1,750	817	15,000	8,024	12,036	15,000			note PT
13000	Overtime	124,410	102,253	115,853	122,167	91,918	137,877	122,167	120,000		note 3
21000	Health Ins Employer Share				0		0	106,853	106,853		
	EMD Health Insure							28,800			note 1
21010	Ret Health Ins Employer Share				0		0				
21020	Health Insurance Subsidy										
	EMD HI subsidy							2400			note 1
22000	FICA Employer Share				0		0	39,557	39,557		
	EMD FICA							7,344			note 1
	Shift Differential FICA							875			note 2
23000	Retirement				0		0	63,136			
	EMD Retirement							1,397			note 1
	Shift Differential Retirement							8,461			note 2
26000	Workers Compensation						0	8,461	8,461		
	Workers Compensation EMD						0	653			note 1
	Workers Compensation shift diff						0	78			note 2
27000	Advanced Drug Testing	0	25	350	250	150	225	250	200		
33035	COG Mapping Agreement	0	0	0	500	0	0	500			note 4
33040	Charter Fiber Network	7,246	6,966	8,293	8,000	5,097	7,646	8,000	8000		
33095	DTN Weather Service	0	0		0		0				
43068	Serv Cont-Mobile Radio	33,079	31,188	31,775	39,500	16,990	25,485	39,500	35,000		
43075	Telephone Maintenance	6,856	42	0	6,900	1,875	2,813	6,900	4,000		
43090	Vehicle Maintenance	1,105	2,014	1,313	2,200	1,518	2,277	2,200	1,500		
44030	Copier Lease/Rental	3,690	3,754	3,580	4,000	2,093	3,139	4,000	3,500		
53080	SLED NCIC Terminal	7,607	9,425	6,575	7,500	3,937	5,906	7,500	7,500		
53090	Telephone	36,202	40,526	32,959	39,000	17,681	26,522	39,000	39,000		
53092	1-800 Emergency Line	10,541	4,567	6,470	10,000	1,637	2,456	6,000	6,000		
56050	Memberships/Dues	411	685	685	750	548	822	750	750		
57080	Training	3,087	2,626	2,676	3,500	2,250	3,375	3,500	3,200		
57092	Travel	2,498	1,009	2,486	2,000	1,664	2,496	2,000	2,000		
61040	Computer Supplies	890	1,086	728	1,000	873	1,310	2,000	2,000		
61400	Copier Supplies	452	966	988	1,000	393	590	1,000	1,000		
61700	Office Supplies	5,572	4,290	4,041	4,250	2,687	4,031	4,250	4,200		
61800	Postage	742	624	551	700	130	195	700	600		
61810	Road Signs	10,269	9,371	7,924	11,000	5,282	7,923	11,000	10,000		

61850	Uniforms	474	448	452	500	386	579	500	500	
61900	Vehicle Supplies	1,467	1,201	1,085	1,000	1,103	1,654	1,000	1,000	
61910	Vehicle Fuel	8,411	7,139	4,302	7,500	2,261	3,392	7,500	5,000	
74300	Office Furniture	456	641	960	1,000	555	833	1,000	1,000	
89001	GIS Software Maintenance	16,984	17,483	16,983	17,500	21,841	32,762	17,500	17,500	note 4
89002	Plotter 800 Maintenance	229	0	0	1,000	0	0	1,000		note 4
89003	GIS Server Supplies	1,040	645	250	2,500	22	33	2,500	1,000	note 4
89004	800 MHZ WT User Fee	1,048	709	415	1,500	0	0	1,500	1,500	
89005	GIS Contractual Service	84,829	93,668	88,964	100,000	27,841	41,761	100,000	100,000	note 4
	Subtotal Salaries	591,381	584,165	605,313	617,941	432,627	648,940	761,695	637,088	0
	Subtotal Benefits	0	0	0	0	0	0	268,015	154,871	0
	Subtotal Operating	245,185	241,098	224,807	274,550	118,815	178,222	271,550	255,950	0
	TOTALS	836,566	825,263	830,120	892,491	551,441	827,162	1,301,260	1,047,909	0

note 1: need cost evaluation report from emerg svcs depts- how will this impact other em svc depts

note 2: other depts offer shift diff?

note 3: request dept show this is calculated?

note 4: need more details

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Department: 520 Contingency

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	Original FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
						FY17 YTD Actual				
80040	Contingency	40,194	127,461	113,186	83,740	4,566	6,850	125,000	125,000	
80044	Contingency Reserves	9,850	0		0					
Subtotal Operating		50,044	127,461	113,186	83,740	4,566	6,850	125,000	125,000	0
TOTALS		50,044	127,461	113,186	83,740	4,566	6,850	125,000	125,000	0

Note Original Budget Amount 125000 125,000
some spending allocated to other depts during fiscal year

Fund: 110 General Fund
Department: 521 Coroner

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
						FY17 YTD Actual				
11000	Salaries	55,736	54,732	55,508	57,993	35,698	53,546	102,000	57,751	note 1
11015	Per Call Pay	13,606	13,599	13,296	18,100	9,652	14,478	14,000	14,000	
21000	Health Ins						0	17,000	11,233	note 1
21010	Ret Health Ins Employer Share						0			
21020	Health Insurance Subsidy							1,800		note 1
22000	FICA Employer Share						0	8,874	5,489	note 1
23000	Retirement Employer Share						0	16,443	9,744	note 1
26000	Workers Compensation				0		0	8,758	5,417	note 1
21060	Uniform Allowance	0	1,000	1,000	1,500	1,000	1,500	2,500	1,500	
27000	Advanced Drug Testing	25	90	25	75	25	50	75	75	
30000	Professional Services	0	0	0	0	0	0	12,500	12,500	note 2
33030	Autopsies	51,949	57,538	48,031	60,000	49,157	73,736	65,000	60,000	
43090	Vehicle Maintenance	3,947	3,395	2,481	3,500	777	1,165	3,500	3,500	
44030	Copier Lease/Rental	1,240	1,136	924	1,400	541	812	1,400	1,200	
53010	Cell Phone	1,494	1,378	1,541	1,500	1,076	1,614	1,500	1,500	note 3
53040	Internet	70	70	66	150					
53070	Pagers	220								
53090	Telephone	2,650	2,630	2,248	2,500	1,414	2,120	2,500	2,500	note 3
56050	Memberships/Dues	100	575	200	700	75	113	700	700	
57080	Training	2,112	2,362	1,711	3,600	1,432	2,148	3,600	3,000	
61500	Department Supplies	8	342	223	500	0	0	500	500	
61700	Office Supplies	1,551	2,115	1,784	3,000	1,386	2,079	3,000	2,200	
61900	Vehicle Supplies	1,884	1,270	1,035	750	0	0	750	750	
	Vehicle							40,000		
61910	Vehicle Fuel	5,983	3,948	2,895	4,500	1,920	2,879	4,500	4,000	
74100	Equipment	0	0	961	1,500	0	0	1,500		note 4
	Subtotal Salaries	69,342	68,331	68,804	76,093	45,349	68,024	116,000	71,751	0
	Subtotal Benefits	0	1,000	1,000	1,500	1,000	1,500	55,375	33,383	0
	Subtotal Operating	73,233	76,849	64,124	83,675	57,802	86,716	141,025	92,425	0
	TOTALS	142,575	146,180	133,929	161,268	104,151	156,240	312,400	197,559	0

note1; requests pay increases see backup
note 2: cleanup of vault area biohazard etc.
note 3: tele audit
note 4: need more info

Fund: 110 General Fund
Department: 522 County Council

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Council Salaries	69,780	67,602	69,514	69,589	43,015	64,523	69,589	69,589	
11010	Part-Time Salaries	48,401	48,512	49,403	50,000	10,700		24,565	24,565	note 1
21000	Health Ins	5,700	5,700	5,700	5,700		0	25,055	25,055	note 2
21010	Ret Health						0		0	
21020	Health Insurance Subsidy	1170	1170	1170	1170				0	
21040	Travel Allotments	16,847	16,313	16,781	16,800	10,385	15,577	17,000	17,000	
21050	Cell Phone Reimbursements	2,526	2,433	2,514	2,600	1,557	2,336	2,600	2,600	
22000	FICA Employer Share	9,041	8,883	9,097	9,149		0	7,203	7,203	
23000	Retirement Employer Share	14,430	14,178	14,520	14,602		0	11,496	11,496	
26000	Workers Compensation	7,091	6,967	7,135	7,175		0	5,649	5,649	
53090	Telephone									note 2
54000	Advertising Notices							2,000	2,000	note 2
56050	Memberships/Dues									note 2
57092	Travel/Meetings									note 2
61040	Computer Supplies									note 2
61700	Office Supplies									note 2
53010	Cell Phone	665	624	561	600	486	729			
57092	Travel/Meetings	18,388	14,711	10,794	12,000	8,279	12,419	12,000	12,000	
	Subtotal Salaries	69,780	67,602	69,514	69,589	43,015	64,523	94,154	94,154	0
	Subtotal Benefits	19,373	18,746	19,294	19,400	11,942	17,913	69,003	69,003	0
	Subtotal Operating	19,053	15,335	11,355	12,600	8,765	13,148	12,000	12,000	0
	TOTALS	108,206	101,683	100,163	101,589	63,723	95,584	175,157	175,157	0

note 1: for part time clerk to council, moved from 512 need to determine amount here
note 2: expenses moved from 512 FY18 prior FY totals will not match sum of line items

Fund: 110 General Fund
Department: 523 Detention Center

Acct #	Description	8								FY18 Recc	FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request			
11000	Salaries	1,617,673	1,764,505	1,753,485	1,836,304	1,128,134	1,692,201	1,786,468	1,786,468	note d	
11010	Part-Time Salaries	21,032	34,327	35,743	36,526	21,109	31,664	30,000	30,000	note d, P	
13000	Overtime	108,657	87,427	90,985	103,003	73,645	110,468	100,000	100,000	note d	
21000	Health Ins						0	432,860	432,860	note d	
21010	Ret Health Ins						0			note d	
21020	Health Insurance Subsidy									note d	
22000	FICA Employer Share						0	146,610	146,610	note d	
23000	Retirement Employer Share						0	285,611	285,611	note d	
21050	Cell Phone Reimbursement	0	174	422	420	260	389	420		note d	
26000	Workers Compensation						-	144,693	144,693	note d	
21060	Uniform Allowance	2,000	2,000	1,500	2,500	1,000	1,500	2,500	2,500	note d	
27000	Advanced Drug Testing	935	580	665	1,000	275	413	1,000	750		
30000	Professional Services	0	9,025	412	412	150	225	412	400		
30200	State Trustee Program	0	0	2,130	3,000	1,100	1,650	3,000	3,000		
33065	Physician & Medical Supplies	237,992	254,514	259,496	251,784	149,346	224,018	256,820	256,820		
33090	Prisoner Transport	2,610	2,003	1,853	2,500	478	717	1,500	1,500		
43072	Buildings Grounds Maintenance	116,999	78,201	94,094	100,000	51,165	76,747	125,000	95,000		
44030	Copier Lease	11,238	11,480	10,293	11,500	6,261	9,392	11,500	11,500		
44040	Telephone System Lease	3,353	3,353	3,074	3,500	2,236	3,353	3,500	3,500	note 2	
44060	Postage Meter Lease	0	186	62	800	372	559	800	800		
53090	Telephone	44,681	45,836	49,191	50,000	29,044	43,565	50,000	50,000	note 2	
56016	Juvenile Incarceration	19,925	14,850	30,725	17,500	8,800	13,200	17,500	17,500		
57080	Training	25,045	22,259	23,205	25,000	21,897	32,846	25,000	25,000		
61500	Dept. Supplies	52,794	46,396	41,943	42,000	21,715	32,572	42,000	42,000		
61530	Laundry & Linen	11,941	10,877	16,087	22,000	11,071	16,607	22,000	22,000		
61540	Janitorial Supplies	27,980	13,455	17,102	20,000	11,282	16,923	20,000	20,000		
61545	K-9 Program Supplies	0	1,601	2,673	1,000	597	896	1,000	1,000		
61700	Office Supplies	12,862	12,915	12,357	12,000	7,590	11,385	12,000	12,000		
61800	Postage	1,233	1,166	3,468	1,200	412	618	1,200	1,200		
61850	Uniforms	18,300	15,351	11,495	15,000	8,995	13,492	15,000	15,000		
61910	Vehicle Fuel	345	489	277							
62000	Utilities	227,081	245,806	247,373	240,000	135,731	203,596	240,000	240,000		
63000	Food/Provisions	384,627	328,716	319,349	320,000	187,428	281,142	326,000	300,000		
	Carve Outs								(250,000)	note g	
	Replace HVAC units							50,000		capital pr	
80022	SCAAP Grant Expenditures	488	60,363	2,458	1,500	75	113	1,500	1,500	note f	

Fund: 110 General Fund
Department: 523 Detention Center

Acct #	Description	8								FY18 Final
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	
	Subtotal Salaries	1,747,362	1,886,259	1,880,213	1,975,833	1,222,888	1,834,332	1,916,468	1,916,468	0 note d
	Subtotal Benefits	2,000	2,174	1,922	2,920	1,260	1,889	1,012,694	1,012,274	0 note d
	Subtotal Operating	1,199,941	1,119,059	1,147,323	1,140,196	655,945	983,917	1,175,232	868,970	0 note e
	Subtotal Capital and Grants	488	60,363	2,458	1,500	75	113	51,500	1,500	0 note f
	TOTALS	2,949,791	3,069,396	3,057,132	3,120,449	1,880,167	2,820,251	4,155,894	3,799,212	0

note 2: tele audit

Note 4: Expenses offset by Grant Revenues

Note 5: Inmate SS Rev Removed from GF by Sheriff

Note d: Number of Positions and Individual Line Items Can not be exceeded without CC approval

Note e: Total net for operating can not be exceeded, Individual Line Items at SO discretion

Note F: Individual Line Items Can not be exceeded without CC approval

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

FinDir to verify the numbers below

Note g: Requested draw down of excess Inmate welfare designated reserves (asked for plan from SO)										
Expenses										
80065	Inmate Welfare	58,888	1,541	20,772	60,000	64,276	67,000	-----		
Revenues										
34206-34216	Detention Ctr Commissary	19,798	45,505	51,746	47,000	31,387	47,081			
34206-34218	Detention Ctr Phone Commission	45,533	56,709	37,326	57,000	39,690	59,535	-----		
		65,331	102,214	89,072	104,000	71,077	106,616	-----		
	Annual Net	6,443	100,673	68,300	44,000	6,801	39,616			
	Growth in Fund Balance(s):	6,443	107,116	175,416	219,416	226,217	421,100			
	Fund Balance (designated)			381,484					171,100	

(Requested plan of action from SO on spending of FB)

1. contingency: house 200 prisoners @\$25/day for 30 days= \$150,000

Fund: 110 General Fund
Department: 524 E 9-1-1 (Subscriber)

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final	
						FY17 YTD Actual					
11000	Salaries	174,827	154,505	158,520	178,303	101,741	152,611	179,831	179,831		
21000	Health Ins						0	41,606	41,606		
21010	Ret Health Ins						0		0		
21020	Health Insurance Subsidy								0		
22000	FICA Employer Share						0	13,757	13,757		
23000	Retirement Employer Share						0	21,957	21,957		
26000	Workers Compensation						0	6,058	6,058		
27000	Advanced Drug Testing	250	200	125	150	0	0	150	150		
43015	Call Check Maintenance	2,981	3,258	437	3,400	2,836	4,254	0			
43045	Headset Repair/Replacement	0	1,423	1,396	1,600	1,047	1,571	1,600	1,500		note 1
43065	911 Office Internet/ WIFI	628	311	311	1,000	237	356	1,000			
43067	Recorder Maintenance	12,192	12,412	13,033	13,000	13,000	19,500	16,400	13,000		
43090	Vehicle Maintenance	1,076	609	1,017	500	0	0	500	500		
43095	Work Station Maintenance	25,071	24,383	24,584	24,000	17,103	25,655	34,000	34,000		
53090	Telephone	167,824	179,774	164,047	165,000	90,261	135,392	155,000	155,000		note 2
53093	911 Dir. Telephone	982	984	957	1,200	80	120	1,200	1,000		note 2
54050	E-911 Public Awareness	2,218	2,815	2,885	3,000	778	1,167	3,000	2,900		
57080	Training	541	3,067	2,708	3,000	0	0	3,000	2,800		
61040	Computer Supplies	399	921	1,257	1,000	774	1,160	1,000	1,000		
61400	Copier Supplies	1,098	214	990	1,000	829	1,243	1,000	1,000		
61700	Office Supplies	1,598	903	1,748	1,200	909	1,364	1,200	1,200		
61775	Plotter Paper Supplies	323	249	400	500	500	750	500	500		
61800	Postage	336	384	387	500	298	447	500	500		
61875	Uninterrupted Power Supply	1,850	0	1,850	1,500	1,500	2,250	1,850	1,800		
61900	Vehicle Supplies	231	1,398	632	1,500	350	525	1,500	1,400		
61910	Vehicle Fuel				0	0	0				
61910	Vehicle Fuel	2,056	1,818	1,792	1,500	828	1,243	1,500	1,500		
74100	Wireless Telephone Lines	4,518	6,734	4,665	6,000	96	144	6,000	6,000		
	911 Telephone Upgrade Project						500,000				note 3
	911 CAD Upgrade Project						500,000				note 3
74120	CAD Lease Purchase	3,075	30,012	119,000	119,000	0	119,000	119,000	119,000		note 3
	EMD Software maint							4,800			note 4
	EMD Software and training							78,000			note 4, 5
	Console Rework							11,000	11,000		noe 5
	Chairs							15,000	15,000		noe 5
	911 Radio System Upgrade							470,000			note 1
	ZF Communications							60,000			note 1

74320	CAD Annual Maintenance	18,093	24,181	20,000	20,000	3,468	5,202	20,000	20,000	
	Subtotal Salaries	174,827	154,505	158,520	178,303	101,741	152,611	179,831	179,831	0
	Subtotal Benefits	0	0	0	0	0	0	83,378	83,378	0
	Subtotal Operating	229,247	223,159	227,340	230,550	131,427	197,140	230,900	225,750	0
	Subtotal Grants/Capital	18,093	24,181	20,000	139,000	3,468	1,124,202	777,800	165,000	0
		422,167	450,555	522,740	547,853	236,636	1,473,953	1,271,909	653,959	0

Note 1: need more information

Note 2: Part of Tele Audit?

Note 3: Capital Needs to in budget, expenses in here, revs in revs not as offset

note 4: need cost evaluation report from emerg svcs depts. See 519 also

noe 5: 80% grant reimbursed

Associated Revenues

34202-34211	E-911 - Wireless	84,308	121,304	120,753	122,000	0	115,624	126,500	126,500	0
34202-34212	E-911 - Wired	209,036	196,260	148,065	141,000	58,427	130,000	155,000	155,000	0
34202-34220	E-911 CMRS 911 Funding	111,601	0	63,986	118,000	0	0	0	0	0
	911 Telephone Upgrade Project Grant						500,000	500,000	500,000	####
	911 CAD Upgrade Project Grant						500,000	500,000	500,000	####
34202-34213	E-911 - CLEC	88,962	61,936	65,533	48,000	33,793	65,000	65,000	65,000	0
34202-34221	E-911 Wireless Reimburseme	0	106,655							####
34202-34230	E-911 Map Sale Revenue	25	2,975	2,454	25	1,600	2,400	2,400	2,400	0
34202-34231	E-911 Road Sign Revenue	0		300	0	150	225	225	225	0
		493,932	489,130	401,091	435,025	93,970	1,313,249	1,349,125	1,349,125	
	NET	71,765	38,575	(522,740)	(112,828)	(142,666)	(160,704)	77,216	695,166	

net does not include all OH prior to FY18

Fund: 110 General Fund
Dept: 526 Emergency Management

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	28,723	28,762	17,337	29,455	2,286	3,430	29,727	29,727	note 1
21000	Health Ins Employer Share						0	5,672	5,672	
21010	Ret Health Ins Employer Share						0		0	
21020	Health Insurance Subsidy									
22000	FICA Employer Share						0	2,274	2,274	
23000	Retirement Employer Share						0	3,630	3,630	
26000	Workers Compensation						0	202	202	
30000	Professional Services	0	0	3,082	3,000	186	279	0		
43085	Tornado Siren Maint/Repair	3,204	1,402	0	14,500	0	0	14,500	3,000	
44010	Satellite Phone	3,143	3,344	4,549	2,000	2,073	3,110	4,000	4,000	
44040	Telephone System Lease	1,358	1,900	389	3,800	0	0	3,800	3800	note 2
53090	Telephone	1,861	3,271	1,318	5,000	1,511	2,266	3,000	3,000	note 1, 2
56050	Memberships/Dues	0	484	0	500	0	0	500	500	
57080	Training	1,326	1,111	1,623	2,500	685	1,027	2,500	1,800	
57091	Travel	964	1,408	1,537	1,500	841	1,262	1,500	1,500	
61502	Incident Supplies	2,593	6,457	1,270	3,000	684	1,026	3,000	3,000	
61700	Office Supplies	3,502	3,140	6,650	3,500	2,832	4,247	3,500	3,500	
61800	Postage	164	0	31	200	0	0	200	200	
61850	Uniforms	280	256	198	300	0	0	300	300	
61910	Vehicle Fuel	12	25	0	1,000	0	0	1,000	400	
74100	Machines/Equipment	500	231	0	500	0	0	500	500	
80027	Grant Expenditures	13,237	0	1,037	35,680	0	0	35,000		
	LEMP grant equip							35,000	35,000	note 3
	LEMP grant personnel							26,300		note 4
80027	LEMPG Grant Expenditure	14,000	0	0	14,000	23,865	35,797	0		
80059	FEMA Grant Expenditures	0	30,078	36,607	30,000	0	0	30,000		note 4
80053	Hazmat Expenditures	45,684	0	0	9,500	0	0	9,500		note 4
	Subtotal Salaries	28,723	28,762	17,337	29,455	2,286	3,430	29,727	29,727	0
	Subtotal Benefits	0	0	0	0	0	0	11,778	11,778	0
	Subtotal Operating	91,828	53,107	58,291	130,480	32,676	49,014	174,100	60,500	0
	TOTALS	120,551	81,869	75,628	159,935	34,963	52,444	215,605	102,005	0

Note 1: 50% of salary and cell phone charges to be reimbursed by LEMPG grant.

note 2: tele audit

note 3: grant 100% reimbursed reimbursed?

note 4: need more information

Fund: 110 General Fund
Department: 527 Finance Department

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8				
						FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	117,826	118,881	120,005	124,477	76,913	115,369	154,033	154,033	
	Purchasing/Buyer							32,000	30,000	Note 1
21000	Health Ins						0	36,236	36,236	
	Health Insure Purch/Buyer							5,700	5700	Note 1
21020	Health Insurance Subsidy									
21040	Travel Allotment	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	
21050	Cell Phone Reimbursement	421	421	422	420	260	389	420	420	
22000	FICA						0	11,784	11,784	
	FICA - purch/Buyer							2,448	2,448	Note 1
23000	Retirement Employer Share						0	18,807	18,807	
	Retirement Purch /Buyer							3,907	3,907	Note 1
26000	Workers Compensation						0	2,922	2,922	
30000	Professional Services	0	0	0	500	0	0			
33052	Audit Services	77,388	39,900	39,900	42,000	41,575	42,000	60,000	60,000	note 2
43020	Computer Maintenance	30,188	33,904	38,026	45,000	42,898	64,347	45,000	45,000	note 3
44030	Copier Lease	0	0	2,875	2,400	2,117	3,176	2,400	2,400	
53090	Telephone	2,201	2,223	2,141	2,658	1,244	1,866	2,700	2,700	note 4
56050	Memberships/Dues	40	485	40	500	0	0	500	500	
57092	Travel-Meetings	1,158	920	778	1,300	1,281	1,922	1,300	1,300	
61700	Office Supplies	5,440	3,965	4,112	4,500	2,909	4,364	4,500	4,500	
61800	Postage	3,194	2,821	4,111	3,500	2,655	3,983	3,500	3,500	
	Minor Equipment	0	0	0	2,500	2,138	3,207	2,500	2,500	
	Subtotal Salaries	117,826	118,881	120,005	124,477	76,913	115,369	186,033	184,033	0
	Subtotal Benefits	1,624	1,624	1,629	1,620	1,001	1,502	83,424	83,424	0
	Subtotal Operating	42,221	44,318	52,083	62,858	55,242	124,863	122,400	122,400	0
	TOTALS	161,671	164,823	173,717	188,955	133,156	241,733	391,857	389,857	0

Note 1: County Administrator recommends this position, should save more money on purchasing than cost for position
note 2: moved from 512 Fy18
note 3: move to cloud based system
note 4: telephone audit

Fund: 110 General Fund
Department: 5XX Information Technology

NEED TO BUILD THIS BUDGET

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries						0			
21000	Health Ins						0	135000	135000	
21010	Ret Health Ins						0			
21020	Health Insurance Subsidy									
21040	Travel Allotment						0			
21050	Cell Phone Reimb						0			
30000	Professional Services						0			
43020	Computer Maint dept 512	67,838	70,351	76,166	60,000	43,740	75,000			note 1
	Computer Maint dept 542						60,000			note A
	Computer Maint dept 542						(50,000)	(50,000)	(50,000)	note A
44020	Equipment Maintenance									
44030	Copier Lease									
53090	Telephone									
54000	Advertising Notices									
56050	Memberships/Dues									
57080	Training									
57092	Travel/Meetings									
61040	Computer Supplies									
61700	Office Supplies									
61800	Postage									
	Subtotal Salaries							0	0	0
	Subtotal Benefits							135,000	135,000	0
	Subtotal Operating						85,000	(50,000)	(50,000)	0
	TOTALS						85,000	85,000	85,000	0

prior years (prior to FY18 costs were in other departments)

Note :

Computer Contingency in case of computer failures (pull from each dept)

538-61040	Computer Supplies	0	0	177	2,000	0	0	2,000		
532-61040	Computer Supplies	1,408	8,807	126	3,000	0	0	3,000	1,500	
534-74100	Equipment	1,544	0	1,594	2,000	0	0	2,500		
514-74170	Machines/Equip	6,234	41	1,929	4,700	0	0	4,700		

need to look at printer leases and purchases (new contract) also purchase vs leasing desktops (\$44/mo for a single desktop lease?)

note 1: 512 computer line item

note A: see 542 SO Office will bill out to that dept

note A: see 542 SO Office will bill out to that dept

Fund: 110 General Fund
Department: 531 Health Department

8

Acct #	Description	FY								
		2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
44030	Copier Lease	1,280	818	15	0	0	0	0		
53090	Telephone	12,398	11,975	16,431	12,500	10,736	12,500	12,500	12,500	note 1
80040	misc	140	146	164	250	484	250	250	250	note 2
	Subtotal Operating	13,818	12,939	16,610	12,750	11,220	12,750	12,750	12,750	0
	TOTALS	13,818	12,939	16,610	12,750	11,220	12,750	12,750	12,750	0

note 1: tele audit
note 2: Post Office Box

Fund: 110 General Fund
Department: 532 Inspections/Permits

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8		FY18 Request	FY18 Recc	FY18 Final
						FY17 YTD Actual	FY17 Project			
11000	Salaries	246,080	258,764	253,524	278,684	168,205	252,308	287,004	277,547	note 1
11010	Part-time Salaries	10,336	0	0	3,000	0	0	3,000		
21000	Health Ins Employer Share						0	63,842	63,842	
21010	Ret Health Ins Employer Share						0		0	
21020	Health Insurance Subsidy									
22000	FICA Employer Share						0	22,185	21,232	
23000	Retirement Employer Share						0	35,409	33,888	
26000	Workers Compensation						0	14,177	14,177	
27000	Advanced Drug Testing	75	40	0	75	25	38	75	75	
42110	Demolition and Cleanup	7,741	35,951	67,264	40,000	12,332	18,499	40,000	40,000	note 2
43020	Computer Software Maint	0	0	4,800	7,800	4,800	7,200	7,800	7,800	
43090	Vehicle Maintenance	1,689	4,129	3,743	4,129	739	1,109	4,129	3,000	
44030	Copy Machine Lease	2,640	4,183	3,986	3,700	3,405	5,108	3,700	3,700	
44060	Postage Meter Lease	634	697	1,060	800	637	956	800	800	
53010	Cell Phone	3,774	3,723	3,239	4,000	2,587	3,881	4,600	4,600	note 5
53090	Telephone	3,065	1,948	1,945	3,500	1,236	1,855	3,500	3,500	note 5
57082	Training	4,220	1,902	3,331	5,000	3,059	4,588	5,000	5,000	
57090	Travel	2,659	3,837	3,629	3,500	1,659	2,489	3,500	3,500	
61040	Computer Supplies	1,408	8,807	126	3,000	0	0	3,000	1,500	note 3
61700	Office Supplies	5,669	3,379	4,015	7,000	2,602	3,903	7,000	4,500	
61850	Uniforms	0	4,429	2,413	5,000	1,994	2,991	5,000	3,500	
61900	Vehicle Supplies	1,164	1,049	345	3,000	1,050	1,575	3,000	1,500	
	Vehicle							24,500		note 4
61910	Vehicle Fuel	15,357	13,068	9,527	13,000	5,750	8,625	13,000	11,000	
	Subtotal Salaries	256,416	258,764	253,524	281,684	168,205	252,308	290,004	277,547	0
	Subtotal Benefits	0	0	0	0	0	0	135,614	133,139	0
	Subtotal Operating	50,095	87,142	109,423	103,504	41,877	62,815	128,604	93,975	0
	TOTALS	306,511	345,906	362,946	385,188	210,082	315,123	554,222	504,661	0

Note 1: Requests pay increases

Note 2: prior to final budget last years unspent funds recc to move forward to next fiscal year

Note 3: Funds requested in the event of a computer failure, move to new IT contingency

Note 4: See 512 dept for this line item

note 5: tele audit

Associated Revenues

32200-32210 Building Permits	238,286	132,950	260,191	223,327	136,161	132	209,000		
32200-32211 Mobile Home Licenses (Stick	2,180	1,835	5,290	4,619	2,100	2	3,000		
32200-32212 Mobile Home Permits (Inspec	43,920	44,160	44,650	48,075	36,707	36	56,800		
32200-32213 Septic Tank Fee	810	885	200	500	0	0	200		
32200-32214 Misc. Inspection Fees	221	0	0	600	0	0	200		
32200-32215 Demolition Payments	0	3,651	0	750	0	0	200		
	285,417	183,481	310,331	277,871	174,968	170	269,400	0	0

Fund: 110 General Fund
Department: 533 Library

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	393,924	357,850	363,201	372,504	229,909	344,863	372,458	372,458	note 1
11010	Part Time Salaries	62,498	85,404	82,140	101,658	57,556	86,333	123,407	85,000	note PT
21000	Health Ins						0	72,683	72,683	
21010	Ret Health Ins						0		0	
21020	Health Insurance Subsidy									
22000	FICA Employer Share						0	37,934	37,934	
23000	Retirement						0	50,804	50,804	
26000	Workers Compensation						0	3,372	3,372	
27000	Drug Testing	125	75	250						
30000	Professional Services	6,925	1,680	1,820	5,500	700	1,050	2,000	2,000	note 2
43010	Bookmobile Maintenance	3,067	3,500	2,900	3,500	1,175	1,763	2,500	1,500	
43020	Computer Maintenance	38,218	39,058	40,715	40,000	12,430	18,645	40,000	40,000	note 3
43030	Equipment Maintenance	6,087	7,000	7,735	7,000	4,240	6,360	7,000	7,000	
53090	Telephone	5,000	5,000	4,985	5,000	2,778	4,167	5,000	5,000	note 5
57092	Travel/Meetings	2,495	2,635	2,436	3,000	1,231	1,846	3,000	2,700	
61015	Bookmobile Supplies	2,162	2,500							
61500	Dept. Supplies	70,755	75,000	77,806	75,000	36,508	54,763	75,000	70,000	note 4
61700	Office Supplies	5,888	5,500	5,822	5,500	2,306	3,459	5,500	5,500	
61725	Comp Equip/Workforce	0	0	4,942	9,000	2,302	3,453	9,000	9,000	note X
61800	Postage	2,022	2,000	2,000	2,000	495	742	2,000	2,000	
	recarpet laurens lib							72,500		capital
62000	Utilities	59,297	47,527	57,638	50,000	32,155	48,233	50,000	50,000	
	Subtotal Salaries	456,422	443,254	445,341	474,162	287,464	431,196	495,865	457,458	0
	Subtotal Benefits	0	0	0	0	0	0	0	0	0
	Subtotal Operating	202,041	191,475	209,049	205,500	96,320	144,480	273,500	194,700	0
	TOTALS	658,463	634,729	654,390	679,662	383,784	575,676	769,365	652,158	0

Note 1: Related Revenues

33500-33524 Library Salary Supplement 45,000 45,000 45,000 45,000 0 45,000 45,000
 note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Note 2: For accounting services who prepares library's monthly reports

Note 3: Library Software \$30,000, \$800/mo for computer maint. May eventually move some or all of maint to internal IT in future

Note 4: For books and patron materials, State Aid may increase FY18

note 5: tele audit

Note X: Workkeys paid for from grant

36310-36300 Library Rental - Workforce 0 3,750 9,000 9,000 6,000 9,000 9,000

110-250-25010-25067 FDBAL - UD Reserves \$ 7,808

FY18 First Release of First Draft Budget

Fund: 110 General Fund
Department: 534 Magistrate

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	347,274	353,546	363,646	351,497	219,222	328,833	353,765	350,109	note 1
11010	Part Time Salaries	23,582	29,158	29,409	23,768	11,466	17,199	26,062	25,000	note PT
21000	Health Ins Employer Share				0	0	0	45,030	45,030	
21010	Ret Health Ins Employer Share				0	0	0		-	
21020	Health Insurance Subsidy									
21040	Travel Allotments	5,665	5,173	4,322	4,800	2,225	3,338	4,800	4,800	
22000	FICA Employer Share				0	0	0	29,057	28,777	note 1
23000	Retirement Employer Share				0	0	0	55,252	55,145	note 1
26000	Workers Compensation				0	0	0	2,558	2,558	
27000	Advanced Drug Testing	25	0	50	100	25	38	50	50	
31050	Jurors	7,855	3,660	11,505	10,000	8,720	13,080	10,000	10,000	
43030	Equipment Maintenance	22,572	22,958	23,060	25,000	22,579	22,500	25,000	25,000	note 3
44030	Copier Lease	7,760	7,612	5,940	7,800	3,510	5,266	7,800	6,000	
53010	Cell Phone	384	588	702	500	625	937	500	500	note 4
53090	Telephone	7,322	7,314	7,575	7,500	4,016	6,024	7,500	7,500	note 5
56050	Memberships/Dues	1,014	50	1,180	1,000	1,560	2,340	4,000	1,000	
57081	Training	695	1,520	1,764	2,500	765	1,148	3,000	2,500	
57092	Travel/Meetings	842	2,997	1,633	6,000	3,253	4,880	6,000	3,500	
61700	Office Supplies	3,334	5,140	4,372	6,000	2,541	3,811	6,000	5,000	
61800	Postage	6,222	7,904	8,111	6,000	5,146	7,719	6,000	6,000	
74100	Equipment	1,544	0	1,594	2,000	0	0	2,500		note 5
74300	Office Furniture	467	0	0	0	0	0	0		
	Subtotal Salaries	370,856	382,704	393,055	375,265	230,688	346,031	379,827	375,109	0
	Subtotal Benefits	5,665	5,173	4,322	4,800	2,225	3,338	136,697	136,310	0
	Subtotal Operating	60,036	59,743	67,485	74,400	52,740	67,742	78,350	67,050	0
	TOTALS	436,557	447,620	464,862	454,465	285,653	417,111	594,874	578,469	0

note 1: requests pay increase for an employee

Note 2: CMS software required by State (50% cost shared with COC)

Note 3: Computer Terminals may need replacing soon (2009) 10 units @\$1,300

note 4: tele audit

Note 5: Funds requested in the event of a computer failure, move to new IT contingency

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Dept: 535 Parks/Recreation/Tourism

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	77,661	84,572	88,963	93,965	58,150	87,224	94,073	94,073	
21000	Health Ins						0	33,094	33,094	
21020	Health Insurance Subsidy									
21010	Ret Health Ins Employer Share						0			
21040	Travel Allotments	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	
21050	Cell Phone Reimbursement	842	842	844	840	519	779	840	840	
22000	FICA Employer Share						0	7,197	7,197	
23000	Retirement Employer Share						0	11,486	11,486	
26000	Workers Compensation						0	8,391	8,391	
27000	Advanced Drug Testing	75	50	125						
30000	Professional Services	0	129	0	600	0	0	600		
43030	Equipment Maintenance	4,161	3,876	4,258	5,000	3,955	5,933	5,000	5,000	
43035	Grounds Maintenance	11,428	23,920	21,201	15,000	14,068	21,102	20,000	20,000	
43090	Vehicle Maintenance	429	281	418	1,000	923	1,384	3,000	1,500	
53090	Telephone	1,265	1,764	1,410	1,500	1,068	1,602	1,500	1,500	note 1
57081	Training/Membership Dues	0	513	0	600	0	0	600	600	
57092	Travel/Meetings	193	55	653	600	415	622	600	600	
61500	Department Supplies	12,030	12,825	12,556	12,000	6,344	9,516	13,000	12,500	
61800	Postage	8	7	1	100	0	0	100		
61900	Vehicle Supplies	690	1,619	380	2,000	1,950	2,925	3,000	3,000	
61910	Vehicle Fuel	8,618	3,872	3,693	5,000	2,497	3,745	5,000	4,000	
62000	Utilities	13,565	13,903	15,032	16,000	9,293	13,939	16,000	14,000	
80051	PARD Grant Expenditures	0	24,565	0	20,000	15,145	22,718			
80052	LWCF Grant Expenditures	0	93,794	7,377	0	0	0	-		
80030	ATAX Special Events	13,697	14,000	321	42,000	6,252	9,378	42,000	30,000	note 3
	master plan							33,000	33,000	
	Skid Steer							60,500		capital
	mulcher							30,500		capital
	pave parking area							60,000		capital
	swamp rabbit trail @hosp							96,600		capital
	dump trailer							8,000		capital
	Subtotal Salaries	77,661	84,572	88,963	93,965	58,150	87,224	94,073	94,073	0
	Subtotal Benefits	2,045	2,045	2,051	2,040	1,261	1,891	62,208	62,208	-
	Subtotal Operating	66,159	195,173	67,425	79,400	55,657	83,486	68,400	62,700	-
	Subtotal Capital							330,600	63,000	-

TOTALS	145,865	281,790	158,439	175,405	115,068	172,602	555,281	281,981	-
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note 1: tele audit

110-250-25010-25085 FDBAL - Reserved - PRT	D	reedy river		42,545					
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Associated revenues

Note 3

special events is by calculation of ATAX revenues

33500-33511 Accommodations Tax	80,806	75,291	90,747	75,000	23,427	75,000	75,000	see atax spreadsheet
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Fund: 110 General Fund
Department: 536 Human Resources

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	102,938	104,155	101,290	111,000	67,705	101,557	83,361	83,361	
21000	Health Ins						0	14,249	14,249	
21020	Health Insurance Subsidy									
21010	Ret Health Ins						0		0	
21040	Travel Allotment	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	
21050	Cell Phone Reimb	421	421	422	420	260	389	420	420	
22000	FICA						0	6,377	6,377	
23000	Retirement						0	10,178	10,178	
26000	Workers Comp						0	5,000	5,000	
44020	Equipment Maint	0	0	1,312	1,000	0	0	1,000		note 1
44030	Copier Lease	0	0	2,795	2,268	3,135	4,702	4,500	2,500	
53090	Telephone	1,075	1,266	2,332	1,000	1,691	2,536	1,850		Note 2
54000	Advertising Notices	7,086	8,852	11,529	8,000	4,643	6,965	8,000	8,000	
56050	Memberships/Dues	25	219	25	325	224	336	325	100	
57080	Training	0	1,043	0	700	0	0	1,000	1,000	
57092	Travel/Meetings	1,738	1,245	1,957	2,500	1,813	2,720	2,500	1,500	
61040	Computer Supplies	0	192	192	500	0	0	4,000		note 3
61700	Office Supplies	1,836	2,882	2,923	3,500	2,125	3,188	2,000	2,000	
61800	Postage	1,348	1,813	1,308	1,500	7	11	500	500	
	Subtotal Salaries	102,938	104,155	101,290	111,000	67,705	101,557	83,361	83,361	0
	Subtotal Benefits	1,624	1,624	1,629	1,620	1,001	1,502	37,424	37,424	0
	Subtotal Operating	13,108	17,512	24,373	21,293	13,638	20,457	25,675	15,600	0
	TOTALS	117,670	123,291	127,292	133,913	82,344	123,516	146,460	136,385	0

Note 1: move to finance get rid of maint contract on signing machine

Note 2: tele audit

note 3: need more info

Fund: 110 General Fund
Department: 537 Planning

PLANING DEPT NEEDED

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries						0			
21000	Health Ins Employer Share						0			
	Ret Health Ins Employer									
21010	Share						0			
21020	Health Insurance Subsidy									
21040	Travel Allotment						0			
21050	Cell Phone Reimbursement						0			
22000	FICA						0			
23000	Retirement						0			
26000	Workers Compensation						0			
							0			
30000	Professional Services				6,100	3,044	4,565			
	Branding Initiative				10,000					note 1
44020	Equipment Maintenance						0			
44030	Copier Lease						0			
53090	Telephone						0			
54000	Advertising Notices						0			
56050	Memberships/Dues						0			
57080	Training						0			
57092	Travel/Meetings						0			
61040	Computer Supplies						0			
61700	Office Supplies						0			
61800	Postage						0			
	Subtotal Salaries	0	0	0	0	0	0	0	0	0
	Subtotal Benefits	0	0	0	0	0	0	0	0	0
	Subtotal Operating	0	0	0	16,100	3,044	4,565	0	0	0
	TOTALS	0	0	0	16,100	3,044	4,565	0	0	0

See Special Projects Manager in 512 budget
note 1: Project will extend into FY18 funding from COC SRF

Associated Revenues
Clerk of Court SRF (see extras tab)

Fund: 110 General Fund
Department: 538 Probate Judge

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	208,596	225,739	232,318	237,817	146,805	220,207	237,828	237,828	
21000	Health Ins						0	64,262	64,262	
21020	Health Insurance Subsidy									
21010	Ret Health Ins						0		-	
21040	Travel Allotment	1,203	1,203	2,357	2,400	1,483	2,225	2,400	2,400	
22000	FICA Employer Share						0	18,194	18,194	
23000	Retirement						0	31,181	31,181	
26000	Workers Compensation						0	5,508	5,508	
27000	Drug Screens	75	25	25	75	0	0	75		
31040	Court Reporter Fees	0	0	0	250	0	0	250		
31010	Scanning Services	0	0	0	4,500	0	0	4,500	4,500	Note 1
43020	Computer Maint	4,989	4,663	4,510	4,500	3,600	5,400	4,500	4,500	
43030	Equipment Maint	773	773	781	1,000	40	60	1,000	800	
44030	Copier Lease	1,252	1,068	1,217	1,450	784	1,177	1,450	1,300	
53090	Telephone	3,597	3,643	3,628	3,800	2,207	3,310	3,800	3,800	note 2
56050	Memberships/Dues	200	200	200	470	200	300	470	200	
57090	Travel/Per Diem				0		0			
57092	Travel/Meetings	2,378	1,705	3,182	3,500	1,704	2,555	3,500	2,900	
61040	Computer Supplies	0	0	177	2,000	0	0	2,000		Note 3
61700	Office Supplies	5,750	6,833	7,187	8,000	5,379	8,069	8,000	7,000	
61801	Postage	3,564	3,941	715	2,500	613	920	2,500	1,500	
	Sound System							10,000		capital
	Aquos Board							8,500		capital
80042	Court Fees/Jury Trials	0	0	0	250	0	0	250		
	Subtotal Salaries	208,596	225,739	232,318	237,817	146,805	220,207	237,828	237,828	0
	Subtotal Benefits	1,203	1,203	2,357	2,400	1,483	2,225	121,545	121,545	0
	Subtotal Operating	22,578	22,851	21,622	32,295	14,527	21,791	50,795	26,500	0
	TOTALS	232,377	249,793	256,297	272,512	162,816	244,223	410,168	385,873	0

Note 1: For scannig of older files

note 2: tele audit

Note 3: Funds requested in the event of a computer failure, move to new IT contingency

Fund: 110 General Fund

Department: 539 Public Works

RECC COMBINING VEH MAINT DEPT 546 TO HERE

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	106,936	119,250	140,491	138,961	83,154	124,732	138,540	138,540	
11100	Part-time Salaries	0	0	0	0	168	252	0	-	
21050	Cell Phone Reimb	0	126	422	420	260	389	420	420	
21000	Health Ins						0	30,414	30,414	
21020	Health Insurance Subsidy									
21010	Ret Health Ins						0		-	
22000	FICA						0	10,598	10,598	
23000	Retirement						0	16,916	16,916	
26000	Workers Comp						0	5,519	5,519	
27000	Drug Screens	170	25	25						
33050	Contractual Services	20	1,465							
43090	Vehicle Maintenance	107	281	122	400	59	89	400	400	
44030	Copier Lease	0	0	2,023	2,200	1,958	2,937	3,200	3,000	
53010	Cell Phone	897	725	657						
53090	Telephone	1,754	2,271	2,649	2,000	1,200	1,801	2,000	2,000	note 1
54000	Advertising/Publication:	0	0	400	400	171	257	400	400	
56050	Memberships/Dues	35	35	95						
57080	Training	0	587	0	250	13	20	1,000	500	
57092	Travel/Meetings	0	0	0	1,100	356	534	850	850	
61700	Office Supplies	1,392	2,198	4,728	1,600	1,521	2,281	2,000	2,000	
61800	Postage	99	385	124	450	32	48	450	300	
61850	Uniforms	10,319	12,000	11,890						
61900	Vehicle Supplies	22	629	524	500	0	0	500	500	
61910	Vehicle Fuel	1,445	1,304	1,618	1,700	750	1,125	1,700	1,700	
	Subtotal Salaries	106,936	119,250	140,491	138,961	83,323	124,984	138,540	138,540	-
	Subtotal Benefits	0	126	422	420	260	389	63,867	63,867	-
	Subtotal Operating	16,260	21,905	24,855	10,600	6,061	9,091	12,500	11,650	-
	TOTALS	123,196	141,281	165,768	149,981	89,643	134,465	214,907	214,057	-

note 1: tele audit

Fund: 110 General Fund
Dept: 540 Registration/Elections

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	72,497	72,445	76,757	90,283	47,721	71,581	78,446	78,446	
11010	Part Time Salaries	5,991	12,456	5,385	5,335	6,416	9,624	5,500	5,500	note PT
11020	Board Salaries	12,261	11,688	14,042	13,500	8,605	12,907	13,920	13,920	note 1
21000	Health Ins						0	11,239	11,239	
21020	Health Insurance Subsidy									
21010	Ret Health Ins						0		0	
21040	Travel Allotment	1,999	1,805	1,810	2,500	1,113	1,669	2,500	2,500	note 1
22000	FICA						0	7,487	7,487	
23000	Retirement						0	11,949	11,949	
26000	Workers Comp						0	665	665	
27000	Advanced Drug Testing	50	25	0	0	25	38	25		
31010	Scanning Services			20,784						
43030	Equipment Maintenance	27,359	25,539	38,094	25,000	245	368	27,395	27,400	
44030	Copier Lease	3,105	3,307	3,465	3,000	2,205	3,308	3,000	3,000	
44040	Telephone System Lease	734								
53010	Cell Phone	1,088	960	1,170	1,300	388	582	1,300	1,300	Note 2
53090	Telephone	4,561	4,296	4,365	4,000	2,914	4,371	4,000	4,000	Note 2
56050	Memberships/Dues	1,380	0	1,745	500	0	0	500	500	
57092	Travel/Meetings	12,517	9,354	11,594	9,000	9,407	14,110	13,500	12,000	
61510	Election Supplies	8,710	5,167	9,463	20,000	14,031	21,047	20,000	20,000	
61700	Office Supplies	5,764	5,388	4,318	6,500	2,584	3,877	4,500	4,500	
61800	Postage	2,770	5,876	4,151	6,500	6,751	10,126	6,500	6,500	
62000	Utilities	0	215	215						
80010	Ballots, Poll Wkrs, Legal Ads	54,793	67,965	83,301	20,000	55,095	55,000			Note 1
	Computer							2,000		capital
	Ballot Printer							4,000		capital
80010	Run Off Elections							45,000		
80010	Gen Elections							43,000	43,000	Note 3
	Subtotal Salaries	90,749	96,589	96,185	109,118	62,741	94,112	97,866	97,866	0
	Subtotal Benefits	1,999	1,805	1,810	2,500	1,113	1,669	33,841	33,841	0
	Subtotal Operating	122,831	128,092	182,665	95,800	93,646	112,827	174,720	122,200	0
	TOTALS	215,579	226,486	280,659	207,418	157,500	208,608	306,427	253,907	0

Note 1:
100% reimbursed by State

14,260 13,493 15,852 16,000 9,717 14,576 16,420 16,420
FY18 First Release of First Draft Budget

33500-33523 Registration Board 43,141 67,781 79,363 65,000 7,082 67,285 65,000

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Note 2: tele audit

note 3: 50% reimbursed by State for Nov GE

Fund: 110 General Fund
Department: 541 Roads & Bridges

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	353,740	377,131	367,130	380,443	236,356	354,534	358,580	358,580	
11010	Part Time Salaries	31,078	30,145	26,747	32,978	6,830	10,244		-	
21000	Health Ins						0	106,607	106,607	
21020	Health Insurance Subsidy									
21010	Ret Health Ins						0		-	
22000	FICA Employer Share						0	27,431	27,431	
23000	Retirement						0	43,783	43,783	
26000	Workers Compensation						0	60,866	60,866	
27000	Advanced Drug Testing	915	630	760	800	253	380	800	800	
30000	Professional Services	75	503	3,044	500	350	525	15,000		note 1
43090	Vehicle Maintenance	45,687	44,084	39,418	45,000	15,338	23,007	38,000	38,000	
53010	Cell Phone	508	467	551	515	302	453	800	800	note 2
53090	Telephone	525	531	753	700	672	1,008	700	700	note 2
57080	Training	0	192	274	400	147	220	400	400	
61020	Bridge Maint Supplies	23,292	3,705	1,023	15,000	158	237	15,000	15,000	
61500	Dept Supplies	183,552	122,456	137,690	160,000	50,333	75,500	160,000	160,000	
61700	Office Supplies	406	518	305	500	88	132	500	500	
61750	Pipe	917	7,596	26,045	20,000	8,416	12,625	20,000	20,000	
61800	Postage	0	0	0	75	0	0	75	75	
61810	Road Signs	7,924	8,798	9,317	12,000	7,135	10,702	12,000	12,000	
61850	Uniforms	0	0	182	6,100	5,707	8,560	9,000	9,000	
61900	Vehicle Supplies	19,414	24,117	24,328	23,000	20,732	31,099	23,000	23,000	
61910	Vehicle Fuel	107,309	72,641	47,681	76,000	31,694	47,541	65,000	60,000	
62000	Utilities	6,686	10,125	7,424	8,000	4,497	6,746	8,000	8,000	
	computers printers							2,000		IT
	5 yd dump							74,000		capital
	State Surplus Equip							50,000		capital
	Subtotal Salaries	384,818	407,276	393,877	413,421	243,186	364,779	358,580	358,580	0
	Subtotal Benefits	0	0	0	0	0	0	238,687	238,687	0
	Subtotal Operating	397,210	296,363	298,794	360,590	141,325	211,988	368,275	348,275	0
	Subtotal Capital							126,000	0	0
	TOTALS	782,028	703,639	692,671	774,011	384,511	576,766	1,091,542	945,542	0

note 1: Hydrology study, move to new FILOT planning funds?

note 2: tele audit

Associated Revenues

14100-3411: Vehicle Road Fee (\$15.00) 888,905 899,487 907,311 900,000 582,681 874,022 900,000

FY18 First Release of First Draft Budget

Fund: 110 General Fund

Department: 542 Sheriff

		8								
Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	2,408,797	2,499,189	2,476,257	2,541,293	1,618,565	2,427,847	2,541,293	2,541,293	note d
	increase pay request salary							307,471		note d, 1
	4 new deputy positions							127,838		note d
11010	Part-time Salaries	32,470	29,737	28,107	33,458	9,719	14,578	63,500	33,500	note d, 2, P'
11500	Salaries - Gray Court	39,704	39,499	39,422	38,671	24,333	36,499	37,000	37,000	note d, 3
11510	Salaries - Hospital Contract	58,103								note d
13000	Overtime	248,195	214,672	212,222	220,178	135,022	202,533	220,178	220,000	note d
14010	Holiday Work Pay	22,932	22,618	18,906	25,375	14,652	21,978	28,420	25,400	note d
	Holiday Increased Salary							3,075		note d, 1
	Holiday 4 new deputies							1,278		note d
21000	Health Ins						0	529,263	529,263	note d
	Health Ins 4 new deputies							24,000		note d
	Health Insurance Subsidy									
21010	Ret Health Ins						0			note d
21040	Travel Allotments	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200	note d
22000	FICA Employer Share						0	218,284	218,284	note d
	FICA Increase salary							23,522		note d, 1
	4 new deputy FICA							9,780		note d
23000	Retirement Employer Share						0	358,087	358,087	note d
	Retirement Salary Increase							46,551		note d, 1
	4 new deputy retirement							19,355		note d
26000	Workers Compensation			27		0	0	215,431	215,431	note d
	WC increase salaries							23,214		note d, 1
	WC 4 new deputies							9,652		note d
21060	Uniform Allowance	11,500	12,000	11,250	14,000	5,750	8,625	14,000	14,000	note d
27000	Advanced Drug Testing	1,035	630	914	1,200	625	938	1,200	1,000	
30000	Professional Services	1,400	1,225	1,778	1,800	1,100	1,650	1,800	1,800	
33090	Transports/Mental Exams	1,237	473	603	2,000	82	123	2,000	1,000	
34095	Tow/Store Seized Vehicles	12,364	6,710	6,677	10,000	3,909	5,864	10,000	10,000	
36415	Video Productions	0	1,350	0	0	0	0	-		
43020	Computer Maintenance	53,432	50,315	71,077	48,000	37,497	56,246	53,000	53,000	note IT
43030	Copier Lease/ Rental	15,577	16,279	20,702	15,500	12,355	18,533	15,500	15,500	
43090	Vehicle Maintenance	296,865	262,625	303,821	230,000	148,573	222,860	245,000	230,000	
44040	Telephone System Lease	8,710	4,751	0	9,500	0	0	9,500		note TA
52081	Fidelity Bonds	0	0	0	700	100	150	700		
53010	Cell Phones	11,085	12,370	42,388	40,000	30,020	45,030	40,000	40,000	note TA
53090	Telephone	36,759	37,472	13,757	14,500	9,481	14,222	14,500	14,500	note TA

Fund: 110 General Fund

Department: 542 Sheriff

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8		FY18 Request	FY18 Recc	FY18 Final
						FY17 YTD Actual	FY17 Project			
56050	Memberships and Dues	1,556	1,885	1,975	1,500	250	375	1,500	1,500	
57080	Training	13,286	13,996	10,528	25,000	8,640	12,960	25,000	15,000	
57092	Travel/Meetings	2,186	2,218	2,011	2,500	2,556	3,833	2,500	2,500	
61000	DARE Explorer	643	1,248	53	500	(413)	(619)	500	500	
61003	DARE Community	0	500	0	500	0	0	500		

Fund: 110 General Fund

Department: 542 Sheriff

		8								
Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
61530	SORT Supplies	0	6,229	4,813	5,000	974	1,461	5,000	5,000	
61035	N800 Palmetto Radio	50,419	52,354	57,716	55,000	38,502	57,753	69,500	66,000	
61036	Charter Wan Service	6,066	4,787	5,194	6,300	4,671	7,006	6,300		IT to review& advis
61500	Department Supplies	28,643	23,058	23,147	28,000	20,036	30,053	28,000	28,000	
61545	K-9 Maint Supplies	3,017	2,314	3,004	2,500	1,100	1,651	2,500	2,500	
61700	Office Supplies	12,593	13,094	10,643	15,000	12,249	18,373	15,000	15,000	
61800	Postage	1,016	1,374	1,531	4,000	896	1,345	4,000	1,500	
61808	Reserve Deputy Supplies	1,156	731	1,218	2,500	0	0	2,500	1,500	
61850	Uniforms	31,503	24,891	31,290	45,000	17,664	26,496	45,000	32,000	
61900	Vehicle Supplies	184,783	166,922	179,669	150,000	122,043	183,065	165,000	150,000	
61910	Vehicle Fuel	398,820	326,658	238,488	335,000	144,546	216,818	335,000	250,000	
80045	Crime Prevention Program Carve Out FB Usage	3,734	2,038	1,487	2,000	0	0	2,000		note f (150,000)
	Capital									
	Radio Programming							52,000		note f
	In car printers							50,000		note f
	SO Carpet							8,000		note f
	5 radios							25,000		note f
	6 in car camera							40,000		note f
	10 tazers							15,000		note f
80020	BJA Grant Expense	19,635	26,541	21,399	23,000	8,737	13,105	23,000	23000	Note f, X,p
80022	DOJ Vest Grant Expense	20,410	16,861	3,279	18,000	3,884	5,826	18,000	18000	Note f, y, p
80021	Grant Match	1,500	16,861	3,279	18,000	1,059	1,589	18,000		note f, g,p
	Subtotal Salaries	2,810,201	2,805,715	2,774,914	2,858,975	1,802,291	2,703,436	3,330,053	2,857,193	0 note d
	Subtotal Benefits	12,703	13,203	12,483	15,200	6,492	9,738	1,492,338	1,336,265	0 note d
	Subtotal Operating	1,174,151	1,036,459	1,032,996	1,051,500	617,456	926,183	1,103,000	787,800	0 note e
	Subtotal Capital	45,279	63,461	29,664	76,000	13,680	20,520	249,000	41,000	0 note f
	TOTALS	4,031,924	3,897,116	3,854,749	3,979,675	2,439,918	3,659,877	6,174,391	5,022,258	0

Note 1: Requests 12% increase in pay for employees (see backup)

Note 2: Move to Lump Sum for this line item (dept requests \$30,000 more)

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

note IT: IT support services and moved to IT dept but will be billed back to dept

note TA: tele audit

Note d: Number of Positions and Individual Line Items Can not be exceeded without CC approval

Fund: 110 General Fund

Department: 542 Sheriff

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
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Note e: Total net for operating can not be exceeded, Individual Line Items at SO discretion

Note F: Individual Line Items Can not be exceeded without CC approval- capital, grants

note p: need to track grants on separate sheets

Note X: 100% reimbursed

Note y: 50% match

note g: need more information

FIN DIR TO CONFIRM THE NUMBERS BELOW

Note G: Sheriff has transferred the following funds to his own management (these will be removed from GF FB D):

Expenses									
80046	Federal Drug Forfeitures	759	0	2,370	1,000	0	0	1,000	
80047	Drug Fund/Stolen Property	896	1,151	365	2,500	25	38	2,500	
80028	Child Supp Enforcement	0	1,160	220	15,000	5,021		15,000	
80048	DARE Program	3,213	2,500	2,421	2,500	532	798	2,500	
80049	State Drug Forfeitures	55,441	9,305	12,359	40,000	8,676	13,014	40,000	
		60,309	14,116	17,735	61,000	14,254	13,849	61,000	
	Revenues and Fund Balances (will be removed from GF FY18)								Reserves as of FY16
42010-33529	State Drug Revenue	50,413	6,911	116,521	10,000	8,500	10,000	103,247	
42011-33210	Federal Drug Revenu	0	6,371	0	6,500	0	0	2,656	
42014-33513	Child Support-Sheriff	6,567	29,863	7,277	15,000	2,541	39,690	48,031	
42000-34215	Scrap Metal Fees	1,117	1,890	2,450	2,500	520	780	8,238	
42025-34816	Sex Offender Reg. Fees	19,800	23,810	19,550	13,000	6,750	10,125	15,421	
42115-34825	Project Lifesaver	0	4,640	0	0	50	75	4,640	
		77,897	73,485	145,798	47,000	18,361	60,670	182,233	
	Annual Net	17,588	59,369	128,063	(14,000)				
	Growth in Fund Balance(s):	17,588	76,957	205,020	191,020	191,020	191,020		
	Net Fund Balance:							182,233	
	(Requested plan of action from SO on spending of FB)								

Fund: 110 General Fund
Department: 543 Social Services

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
53090	Telephone	17,925	19,142	17,593	19,650	14,006	21,010	19,950	19,950	note 1
62010	Utilities/H.H.S. Building ADA repairs	52,356	57,536	55,901	50,000	33,132	49,698	57,560	50,000	
TOTALS		70,281	76,678	73,494	69,650	47,139	70,708	77,510	69,950	0

note 1: tele audit

Fund: 110 General Fund
Department: 544 Treasurer GF

NEED CARVE OUTS BEFORE

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc
11000	Salaries	255,065	271,577	281,707	290,202	180,027	270,040	285,664	285,664
11010	Part Time Salaries	22,785	11,360	14,115	25,816	10,851	16,277	78,577	78,577
21000	Health Ins Employer Share						0	63,930	63,930
21010	Ret Health Ins Employer Share						0		0
21020	Health Insurance Subsidy								0
21040	Travel Allotment	1,203	1,203	1,206	1,200	742	1,113	1,200	1,200
22000	FICA Employer Share						0	27,864	27,864
23000	Retirement Employer Share						0	36,190	36,190
26000	Workers Compensation						0	9,808	9,808
27000	Advanced Drug Testing	25	75	50	50	50	75	50	50
43030	Equipment Maintenance	400	240	0	500	0	0	500	
53090	Telephone	3,135	3,186	3,171	3,200	1,661	2,492	2,500	2,500
56050	Dues and Memberships	465	555	370	565	285	428	565	500
57080	Training	1,090	1,230	1,175	1,500	2,325	3,488	1,500	1,300
57092	Travel Expenditures	2,843	2,334	1,658	3,000	1,540	2,310	3,000	2,500
61700	Office Supplies	13,253	24,507	9,041	10,000	8,278	12,417	10,000	10,000
61800	Postage	72,158	100,065	113,421	80,000	59,663	89,495	50,000	
61910	Vehicle Fuel	610	264	256	600	131	197	400	400
80040	Treasurer Contingency	(19,194)	(54,762)	(59,991)	(30,000)	0	0	0	
	Subtotal Salaries	277,850	282,937	295,822	316,018	190,878	286,317	364,241	364,241
	Subtotal Benefits	1,203	1,203	1,206	1,200	742	1,113	138,992	138,992
	Subtotal Operating	74,785	77,694	69,151	69,415	73,934	110,901	68,515	17,250
	TOTALS	353,838	361,834	366,179	386,633	265,553	398,330	571,748	520,483

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

Fund: 110 General Fund
Department: 545 Veterans Affairs

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries new position	99,495	98,982	98,824	105,441	62,929	94,394	105077 24079	105077	note 1
11010	Part Time Salaries	10,238	9,167	9,210	12,636	6,004	9,006	9662	9662	
21000	Health Ins Employer Share new position health insure						0	32153 6000	32153	note 1
21010	Ret Health Ins Employer Share						0			
21020	Health Insurance Subsidy									
21050	Cell Phone- Reimb	0	0		0		0			
22000	FICA Employer Share new position FICA						0	8777 1842	8777	note 1
23000	Retirement Employer Share new position retirement						0	12830 2940	12830	note 1
26000	Workers Compensation						0	7900	7730	
43030	Equipment Maintenance	6,585	3,550	4,086	3,200	2,264	3,396	4000	4000	
43090	Vehicle Maintenance	653	384	931	1,500	400	600	1500	1500	
44040	Telephone System Lease	734	0	0	0	0	0	0	0	
53010	Cell Phone	1,924	1,551	1,739	1,800	1,349	2,023	1800	1800	note 2
53090	Telephone	3,635	2,388	2,477	3,000	1,832	2,748	3000	3000	note 3
57092	Travel/Meetings	2,883	2,017	2,065	2,000	1,215	1,823	2500	2500	
61700	Office Supplies	5,376	5,610	6,599	5,000	2,675	4,012	5000	5000	
61800	Postage	1,338	1,851	2,228	2,000	1,195	1,792	3000	3000	
61900	Vehicle Supplies vehicle	237	164	0	1,000	164	247	1000 37500	1000	capital
61910	Vehicle Fuel	2,379	2,202	1,422	2,700	820	1,229	2700	2700	
	Subtotal Salaries	109,733	108,149	108,034	118,077	68,933	103,400	138,818	114,739	0
	Subtotal Benefits	0	0	0	0	0	0	72,442	61,490	0
	Subtotal Operating	25,744	19,717	21,548	22,200	11,914	17,871	62,000	24,500	0
	TOTALS	135,477	127,866	129,582	140,277	80,848	121,271	273,260	200,729	0

note 1: requests new position

Note 2: tele audit

Associated Revenue

3500-3352 Veterans Svc Officer

37,484	38,887	38,552	39,000	33,384	46,332	46,332			
28%	30%	30%	28%	41%	38%	17%	0%	#DIV/0!	

\$ 32,385 this is the revised agreement amount

Fund: 110 General Fund

Department: 546 Purchasing/Vehicle |

ADVISE MOVING PURCHASING TO FINANCE, VEH MAINT TO PUBLIC WORKS

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	49,588	49,552	49,725	50,456	31,771	47,656	50,456	50,456	note 1
21000	Health Ins Employer Share						0	13,711	13,711	note 1
21010	Ret Health Ins Employer Share						0		0	note 1
21020	Health Insurance Subsidy								0	note 1
22000	FICA Employer Share						0	3,860	3,860	note 1
23000	Retirement Employer Share						0	6,161	6,161	note 1
26000	Workers Compensation						0	3,027	3,027	note 1
									0	
43090	Vehicle Maintenance	714	(778)	248	1,200	135	203	1,200	1,200	
44030	Copying Machine Lease	12,694	14,434	12,923	13,000	4,562	6,843	13,000	13,000	note 2, 4
53010	Cell Phone	1,480	1,278	1,671	1,300	847	1,271	1,300	1,300	note 3
53090	Telephone	1,164	1,106	1,308	1,000	1,036	1,554	1,000	1,000	note 3
54000	Advertising Notices	2,309	774	361	400	237	355	400	400	note 4
57092	Travel/Meetings	119	128	20	650	0	0	650	650	note 4
61040	Computer Supplies	251	0	1,742	200	0	0	200	200	note 4
61700	Office Supplies	440	159	159	300	83	124	300	300	note 4
61800	Postage	2	59	229	75	53	79	75	75	note 4
61900	Vehicle Supplies	330	845	634	600	0	0	600	600	note 1
61910	Vehicle Fuel	2,720	1,795	1,209	2,000	625	937	2,000	2,000	note 1
	Subtotal Salaries	49,588	49,552	49,725	50,456	31,771	47,656	50,456	50,456	0
	Subtotal Benefits	0	0	0	0	0	0	0	0	0
	Subtotal Operating	22,223	19,800	20,504	20,725	7,577	11,365	20,725	20,725	0
	TOTALS	71,811	69,352	70,229	71,181	39,347	59,021	71,181	71,181	0

Recommend moving veh maint to public works. Purchasing to finance

Note 1: move to PW dept 539

note 2: overall copying charges charge back to depts

note 3: tele audit

note 4: move to purchasing/finance dept 527

Fund: 110 General Fund
Department: 551 Insurance And Benefits

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8		FY 2018 Request	FY 2018 Recc	FY18 Final	
						FY17 YTD Actual	FY17 Project				
21000	Health Insurance-Employer Share	1,649,191	1,671,407	1,903,427	1,772,298	1,493,994	2,240,991				note 3
21010	Retirees Health Ins-Employer	324,565	414,727	422,616	420,496	376,034	564,051	400,000	400,000		note 1, 2
21020	Health Insurance Subsidy	233,164	235,874	232,151	225,000	139,417	209,125				note 3
21030	Pay in Lieu of Insurance	89,954	92,004	34,512							
21040	Misc. Employee Benefits Expense	0	217	1							
22000	FICA-Employer Share	727,274	712,469	710,603	790,909	490,941	736,412				note 3
23000	Retirement	1,053,131	1,325,126	1,220,686	1,342,640	740,666	1,110,999				note 3
25000	Unemployment Compensation	13,210	4,569	940	15,000						note 3
26000	Workers Compensation	151,088	315,500	342,015	370,000	274,790	412,184				note 3
52080	Tort Liability	260,238	280,548	263,323	289,655	292,833	293,000	293,000	293,000		
52090	Auto Insurance	101,723	115,070	119,648	131,613	133,849	134,000	134,000	134,000		
80015	Audit/Bank Charges	49,412	46,986	6,149	47,000	4,679	7,019				note 4
	Subtotal Operating	4,652,950	5,214,497	5,256,071	5,404,612	3,947,203	5,707,781	827,000	827,000	0	
	TOTALS	4,652,950	5,214,497	5,256,071	5,404,612	3,947,203	5,707,781	827,000	827,000	0	

note 1: Cost reductions approved by CC 2 14 17
note 2: estimated 3 new retirees added to system in FY18
note 3: moved to departments FY18
note 4: need more info

Fund: 110 General Fund

Department: 555 Debt Service- Capital Leases

		8								
Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
NEED MORE INFORMATION ON THESE										
Principal Due										
74312	BB&T Lease #12 - Heavy Equipment	239,039	140,628	145,114	149,743	149,743	149,743	0		
74314	BB&T Lease #14 - Misc Equip FY 2014	0	236,603	239,194	0	0	0	0		
74317	BB&T Lease #17 - Misc Equip FY 2017	0	0	0	266,716	266,872	266,872	259,810	259,810	
74450	911 Telco Upgrades					400,000	400,000			note 1
	911 CAD Upgrades					400,000	400,000			note 1
Interest Expenses										
80029	Capital Lease Interest Exp	19,847	18,737	11,660	4,682	4,682	4,682	7,062	7,062	
Subtotal - Capital Leases		258,886	395,968	395,968	421,141	1,221,297	1,221,297	266,872	266,872	0
TOTALS		258,886	395,968	395,968	421,141	1,221,297	1,221,297	266,872	266,872	0

ambulance purchase recorded here for grant? 2016

note 1: see 524 fund and 330-34202-34221

34202-34221

E-911 State Equip Reimb

Fund: 110 General Fund
Department: 561 Miscellaneous

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
33070	Public Defender	62,000	62,000	62,000	62,000	46,500	62,000	62,000	62,000	
34070	Pauper Funerals	0	300	1,050	250	0	250	250	250	
43092	Watershed Maintenance	30,000	30,000	30,000	30,000	22,500	30,000	30,000	30,000	note 1
52010	Bonds on Employees	1,570	3,765	2,543	3,600	1,023	3,600	3,600	3,600	
53091	Family Court Telephone	2,818	3,140	3,514	3,000	2,341	3,512	3,800	3,600	note 2
53095	Circuit Judge Phone	3,058	2,817	2,404	3,000	1,536	2,304	3,000	2,400	note 2
56078	Soil Conservation	5,750	5,750	5,750	5,750	5,750	5,750	5,750	5,750	
	Subtotal Non.-Pers. Serv.	105,196	107,772	107,261	107,600	79,651	107,416	108,400	107,600	0
	TOTALS	105,196	107,772	107,261	107,600	79,651	107,416	108,400	107,600	0
	note 1: what for?									
	note 2: tele audit									

Fund: 110 General Fund

Department: 562 Local Government Assistance

8

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final	
33080	Solicitor's Office	262,000	262,000	262,000	262,000	196,500	262,000	288,200	262,000		
56030	Chamber of Commerce	32,000	32,000	32,000	32,000	24,000	32,000	32,000	32,000		note 1
56055	Nat. Assoc. of Counties	1,331	1,331	1,331	1,331	1,331	1,331	1,331	1,331		
56060	S.C. Assoc. of Counties	13,894	13,894	13,894	13,894	13,894	13,894	13,894	13,894		
56065	Upper Savannah C.O.G.	46,570	46,356	46,360	46,573	34,930	46,573	46,636	46,636		
	Subtotal Non.-Pers. Serv.	355,795	355,581	355,585	355,798	270,655	355,798	382,061	355,861	0	
	TOTALS	355,795	355,581	355,585	355,798	270,655	355,798	382,061	355,861	0	
	Note 1:										
	ATAX for tourism	15904	14332	18737	14249	14249	14249	14249	14249		

Fund: 110 General Fund
Department: 563 Special Appropriations

Acct #	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
56025	Literacy Council	10,000	5,000	5,000	5,000	2,500	5,000	5,000	5,000	
56035	G.L.E.A.M.N.S.	9,500	9,500	9,500	9,500	4,750	9,500	9,500		no request?
56042	Laurens Fed./Blind	5,000	5,000	5,000	5,000	2,500	5,000	7,500		
56058	Humane Society	5,000	5,000	5,000	5,000	2,500	5,000	5,000		no request?
56059	Museum	15,000	15,000	0	0	0	0	0		no request?
56060	Crimestoppers	0	0	0	1,000	500	1,000	0		no request?
56061	Bridging the Gap	0	0	0	0	0	0	0		no request?
	Special Event Donations							20,000		
	PLACEHOLDER PENDING CC								48200	
56065	Disabilities and Special Needs	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
56075	Senior Options	7,700	3,850	7,700	7,700	5,775	7,700	7,700		no request?
	Subtotal Non.-Pers. Serv.	52,200	53,350	42,200	43,200	28,525	43,200	64,700	63,200	0
	TOTALS	52,200	53,350	42,200	43,200	28,525	43,200	64,700	63,200	0

122 MIAP-Indigent Care

REVENUES

		8								
Account	Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
PROPERTY TAXES - 122-311										
31110	Current Real Property	99,213	119,658	109,047	120,308	88,400	110,000	50,000	50,000	
31111	LOST Credit-Real	29,037	13,211	20,213	13,283	24,235	25,000	9,200	9,200	
31120	Delinquent Real Property	8,223	6,555	8,154	6,591	3,812	5,717	3,700	3,700	
31121	LOST Credit-Delinquent	2,553	1,979	1,716	1,990	792	1,187	1,000	1,000	
31130	Vehicle	17,665	19,291	21,288	19,396	14,789	22,184	10,000	10,000	
31131	LOST Credit-Vehicle	4,930	4,706	4,107	4,732	2,633	3,950	2,000	2,000	
31140	FILOT	27,317	20,646	26,947	20,758	30,222	31,000	12,000	12,000	
31141	LOST Credit-FILOT	473	236	175	237	0	0	81	80	
	Prior Year Fund Bal									note 1
31151	Prior Year Refunds	(8,411)	(1,327)	(848)	(1,334)	(941)	(1,412)	(389)	(400)	
	Subtotals:	181,000	184,955	190,800	185,961	163,941	197,626	87,591	87,580	0
INTERGOVERNMENTAL REVENUE - 122-330										
33521	Merchants Inventory	8,335	8,335	8,335	9,500	6,251	9,377	8,335	8,335	
	Subtotals:	8,335	8,335	8,335	9,500	6,251	9,377	8,335	8,335	0
TOTAL REVENUES		189,335	193,290	199,134	195,461	170,192	207,003	95,926	95,915	0
	Administration Overhead							1,000	1,000	
800	Claims Authorized	88,603	86,623	85,171	86,625	64,969	86,625	86,625	86,625	
TOTAL EXPENDITURES		88,603	86,623	85,171	86,625	64,969	86,625	87,625	87,625	0

Note 1: Carry over from prior year to be applied here

We set budget only if Ordinance revised FY18. Auditor sets millage
Surplus placed in GF FB UD prior to FY18, for FY18 changes may be made
 see ordinance 374 (1993)

Fund: 123 and 124 Combined

Fire Department

MILLAGE IS SET VIA ORDINANCE NOT SUBJECT TO 388 CAP

Fin Dir to verify the combinations of dept numbers

REVENUES

Description	FY 2014	FY 2015	FY 2016	FY 2017	FY17 YTD	⁸ FY17	FY18	FY18 Recc	FY18 Final
	Actual	Actual	Actual	Budget	Actual	Project	Request		
18.1 mills (SPTD) not subject to act388									
GENERAL PROPERTY TAXES									
31110 Current Real Property	1,827,347	1,889,834	1,810,466	1,618,291	1,591,719	1,600,000	1,600,000	1,600,000	
31120 Delinquent Real Property	150,272	119,287	144,101	128,546	67,773	101,659	114,000	114,000	
31130 Vehicle	323,644	343,488	360,474	307,233	247,571	371,356	360,000	360,000	
31140 FILOT	416,610	331,846	419,821	373,441	495,963	420,000	500,000	500,000	
31151 Prior Year Refunds	(105,057)	(23,880)	(24,511)	(2,450)	(24,064)	(36,097)	(24,000)	(24,000)	
	2,612,815	2,660,574	2,710,351	2,425,061	2,378,961	2,456,919	2,550,000	2,550,000	0
INTERGOVERNMENTAL REVENUE									
33151	6,415	62	0	0	0	0			
33814 Coop Capital Credit	1,120	1,294	1,420	0	1,222	1,833	1,000	1,000	
	7,535	1,356	1,420	0	1,222	1,833	1,000	1,000	0
TRANSFER IN (OUT)									
39900				246,759	0	0	0		
	0	0	0	246,759	0	0	0	0	0
MISCELLANEOUS REVENUE									
37000		25	0	0	0	0	0		
37002	264,120	0	3,470	0	0	0	0		
37800 Prior Year Fund Balance???	0	0	0	140,000		0	0		what is this
	264,120	25	3,470	140,000	0	0	0	0	0
TOTAL REVENUES	2,884,470	2,661,955	2,715,241	2,811,820	2,380,183	2,458,752	2,551,000	2,551,000	0

EXPENSES

Description	FY 2014	FY 2015	FY 2016	FY 2017	FY17 YTD	⁸ FY17	FY18	FY18 Recc	FY18 Final
	Actual	Actual	Actual	Budget	Actual	Project	Request		
11000 Salaries	423,381	449,684	460,732	468,133	303,840	455,760	439,356	431,817	note 1
11010 Part-time Salaries	74,679	52,321	49,277	51,776	27,356	41,033	71,137	55,000	note PT
13000 Overtime	26,385	25,841	28,644	21,000	18,259	27,389	21,000	21,000	
14040 Holiday Pay	9,036	9,419	9,419	9,500	27,025	40,538	9,500	9,500	
21000 Health Insurance	66,426	82,047	101,550	65,011	62,048	93,071	95,224	95,224	

21020	Health Insurance Subsidy									
21050	Cell Phone Reimbursement	421	421	422	0	82	123	420	420	
21051	Education Credit	18,891	20,336	24,152	27,050	14,505	21,757	27,050	27,000	
22000	FICA-Employer Share	39,743	39,122	39,775	38,396	27,456	41,184	41,386	39,575	
23000	Retirement	65,059	71,179	72,287	68,961	50,146	75,220	72,364	71,223	
26000	Worker's Comp	98,336	66,025	71,721	71,693	48,856	73,284	71,700	71,700	
27000	Advanced Drug Testing	391	468	475	2,000	500	750	3,000	1,000	
	Adminstrative Charge			30,000	30,000		30,000	35,000	35,000	
30000	Prof Services	0	0	263	21,468	18,598	27,897	19,000	19,000	
33065	Physician and Med Services	11,364	125	7,459	32,000	3,075	4,612	32,000	32,000	
43012	Building Maintenance	0	0	9,544	30,000	17,694	26,541	30,000	30,000	
43030	Equipment Maintenance	20,026	66,756	19,046	29,400	13,252	19,878	29,800	29,000	
43030	Copier Lease	0	3,512	6,037	4,400	3,003	4,505	5,000	4,400	
43031	Eq Maint Reimb by Ins	9,054	2,767	0	0	2,989	4,484	0	0	
43050	Maintenance Contracts	1,921	394	695	1,300	389	584	1,300	1,300	
43090	Vehicle Maintenance	8,034	5,638	9,385	6,300	5,556	8,334	6,300	6,300	
44010	Rentals/Leases	5,083	4,967	4,060	4,500	4,086	6,129	4,500	4,500	
53010	Cell Phone	0	0	0	0	0	0	7,300	7,300	note 2
53090	Telephone	16,860	16,360	19,610	18,800	11,120	16,680	11,500	11,500	note 2
56050	Memberships/Dues	339	349	299	600	124	186	600	600	
57080	Training	9,807	10,151	5,944	8,500	2,535	3,802	8,500	8,500	
57092	Travel	6,098	5,431	7,944	5,200	1,921	2,882	5,200	5,200	
52050	Insurance - VFIS	106,418	122,222	124,217	130,000	126,530	189,795	130,000	130,000	
56010	Clinton Fire Contract	283,940	283,940	283,940	289,278	144,639	216,959	290,703	289,278	
56012	Fountain Inn Fire Contract	205,494	205,494	233,125	215,768	107,884	161,826	215,768	215,768	
56014	Rural Fire Dist	190,237	144,495	113,768	132,670	66,335	99,503	132,745	132,745	
61025	Building Maintenance	4,694	5,354	858	5,300	455	683	3,000	3,000	
61040	Computer Supplies			1,437						
61522	Fire Prevention Supply	3,284	3,193	1,178	3,000	56	84	3,000	3,000	
61523	First Responders	66	415	0	200	0	0	200	200	
61540	Janitorial	847	445	955	1,300	167	251	1,200	1,200	
61700	Office Supplies	3,068	2,914	2,424	3,050	1,711	2,566	3,050	3,000	
61800	Postage	33	534	195	450	490	735	450	450	
61850	Uniforms	7,336	7,813	6,132	7,700	4,419	6,628	7,700	7,700	
61900	Vehicle Supplies	68,359	89,651	64,618	78,000	56,953	85,430	60,000	60,000	
61910	Vehicle Fuel	120,566	101,761	63,025	95,000	40,716	61,074	83,000	83,000	
64000	Books and Publications	2,137	2,166	316	1,600	87	130	1,600	1,600	
6200	Utilities	19,764	20,323	17,429	21,000	9,341	14,012	21,000	21,000	
62025	Rural Utilities	136,497	131,743	119,150	120,000	77,270	115,905	115,000	115,000	
74170	Machines/Equipment	585,036	25,832	23,878	11,950	2,979	4,468	13,000	13,000	
74200	Vehicles/Apparatus			106,461	40,000	9,228	13,841			
74300	Office Furniture	149	133					100	100	
74315	BB&T Lease		153,000	224,070	363,437			153,000	153,000	note 3
74555	Firefighting Equipment	190,845	351,786	0	244,294	104,355	156,532	244,760	245,000	

80015	Audit & Bank Charges	4,200	4,200	4,200	4,200	0	0	4,200	4,200
80040	Contingency	18,158	31,070	10,082	28,926	2,801	4,201	25,000	25,000
80051	Grant Expenditure	41,061					0		
80029	Interest Expense	0	0	0	36,322	0	0	0	
80083	Tax Rebates to Volunteers	8,596	6,725	7,068	8,000	3,962	5,944	8,000	8,000
	debt service	153,000							

Subtotal Salaries	533,481	537,265	548,072	550,409	376,480	564,720	540,993	517,317	0
Subtotal Benefits	288,875	279,130	309,908	271,111	203,093	304,640	308,144	305,142	0
Subtotal Operating	2,242,762	1,812,125	1,529,286	2,035,913	845,219	1,297,829	1,715,476	1,710,841	0

TOTAL EXPENSES	3,065,118	2,628,520	2,387,266	2,857,433	1,424,792	2,167,189	2,564,613	2,533,300	0
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Reserves - Fund Balance	(180,648)	33,435	327,975	(45,613)	955,391	291,564	(13,613)	17,700	0
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FUND BALANCE	746,192	779,629	954,604	908,991		1,246,168	1,232,555	1,263,868	
FUND BALANCE %	24%	30%	40%	32%	0%	58%	48%	50%	#DIV/0!

Enabling legislation: annual appropriation (millage)

note 1: dept requests pay increase for one position

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

note 2: tele audit

note 3: this is a portion of the annual lease payment until FY20 see fund 134 also

Fund: 128 EMS Fund

Department 525 Emergency Medical Services

Apply 388 Increase to millage

REVENUES

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
					FY17 YTD Actual				

GENERAL PROPERTY TAXES - 128-311

31110	Current Real Property	694,016	765,249	784,571	803,886	636,453	804,000	816,864	816,864	
31111	LOST Credit-Real	203,245	165,361	145,592	175,000	174,499	175,000	177,800	177,800	
31112	Homestead				0	0	0	-	-	
31120	Delinquent Real Property	57,117	45,888	58,010	44,757	27,378	50,000	50,800	50,800	
31121	LOST Credit-Delinquent	17,622	13,849	12,180	13,508	5,682	13,000	13,208	13,208	
31130	Vehicle	123,573	135,132	150,639	143,123	105,925	158,887	161,429	161,429	
31131	LOST Credit-Vehicle	34,511	32,949	29,010	29,923	18,886	28,328	28,782	28,782	
31132	Vehicle Credit				0	0	0	-	-	
31140	FILOT	187,617	146,172	190,065	202,571	217,156	225,000	228,600	228,600	
31141	LOST Credit-FILOT	3,197	1,643	1,251	1,650	0	1,500	1,524	1,524	
31151	Prior Year Refunds	(56,693)	(9,289)	(5,964)	(6,417)	(6,744)	(10,116)	(10,278)	(10,278)	
Subtotals:		1,264,205	1,296,954	1,365,354	1,408,001	1,179,234	1,445,600	1,468,729	1,468,729	0

INTERGOVERNMENTAL REVENUE - 128-330

33516	EMS Grant	9,688	21,033	136,961	21,000	21,033	21,000	21,000	21,000	
33814	Coop Capital Credit	350	357	333	360	503	500	500	500	
Subtotals:		10,038	21,390	137,294	21,360	21,536	21,500	21,500	21,500	0

CHARGES FOR SERVICES - 128-340

33540	EMS Off-Duty Revenue	7,526	6,025	6,055	7,000	1,900	1,900	2,000	2,000
33541	EMS - Training Revenue	0	1,013	353	1,000	92	100	500	500
33542	EMS - Events Revenue Dor	0	174	0	0	0	-	-	-
34511	EMS Fees	1,923,655	1,976,738	1,995,219	2,020,000	1,315,284	1,972,925	2,025,000	2,025,000

INVESTMENT EARNINGS - 128-361

36110	Interest Earned				0				
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	1,931,181	1,983,950	2,001,627	2,028,000	1,317,276	1,974,925	2,027,500	2,027,500	0
MISCELLANEOUS REVENUE - 128-364									
36417 Special Event Coverage				0	0		-	-	
36415 Donations	0	0	100	0	0		-	-	
Subtotals:	0	0	100	0	0	0	-	-	0
TOTAL REVENUES	3,205,424	3,302,294	3,504,375	3,457,361	2,518,046	3,442,025	3,517,729	3,517,729	0

EXPENSES

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000 Salaries	956,832	977,254	1,047,733	1,056,066	671,389	1,007,084	936,507	936,507	
Admin Assist							8,000	8,000	note 1
3 Para, 3 EMTs							153,504		
11010 Part Time Salaries	220,556	222,414	168,976	194,043	71,362	107,043	261,009	246,009	Note 1, 2, F
13000 Overtime	572,916	536,436	510,370	562,257	346,083	519,125	520,000	520,000	reduce if a
3 Para, 3 EMTs OT							94,000		
14010 Holiday Work Pay	6,100	4,830	4,585	9,643	3,418	5,127	5,500	5,500	
21000 Health Insurance	194,287	227,660	239,177	249,036	146,183	219,275	210,381	204,381	note 1
3 Para, 3 EMTs							36,000		
21020 Health Insurance Subsidy									
21050 Education Pay	574	610	5,706	1,200	3,717	5,575	5,800	5,800	
21051 Cell Phone Reimb	1,810	5,898	(220)						
22000 FICA	140,647	125,025	124,223	139,475	83,751	125,626	132,423	132,423	
3 Para, 3 EMTs							18,934		
23000 Retirement	167,057	189,183	190,977	206,813	133,626	200,439	179,488	179,488	
3 Para, 3 EMTs							30,220		
26000 Workers Comp	318,229	276,502	287,800	286,380	212,060	318,090	357,872	354,761	
3 Para, 3 EMTs							51,332		
27000 Advanced Drug Testing	1,905	2,170	2,683	2,463	1,179	1,768	2,463	2,400	

33051	Professional Services	91,441	84,885	93,451	116,151	51,499	77,248	116,151	95,000	note 3
43025	Copier Maintenance	4,246	4,374	3,509	3,700	2,361	3,541	3,700	3,500	
43030	Equipment Maintenance	12,264	9,886	11,326	12,528	6,499	9,748	12,500	12,500	Note 4
43090	Vehicle Maintenance	86,960	131,487	213,702	142,900	79,097	118,645	142,000	142,000	
52060	Technology/ Licenses	8,148	12,070	4,325	20,000	12,084	18,126	25,000	20,000	
53010	Cellular Phones	8,839	10,603	10,923	11,266	6,465	9,697	11,300	11,300	note 5
53090	Telephone	16,056	14,183	16,699	19,000	11,112	16,668	19,000	19,000	note 5
56050	Membership and Dues	0	1,300	0	1,375	435	653	1,375	1,300	
57080	Training	3,781	10,293	7,454	13,000	9,484	14,225	16,250	13,000	
57092	Travel/Meetings	1,671	468	1,425	1,600	1,467	2,201	2,400	2,000	
61025	Building Maintenance	4,807	5,562	3,633	5,000	5,130	7,694	7,500	5,000	
61035	N800 Palmetto Radio	8,029	7,462	8,756	14,000	6,247	9,370	18,900	18,900	
61530	Laundry & Linen	385	724	261	888	12	18	400	400	
61600	Medical Supplies	149,653	167,740	180,625	163,690	119,878	179,817	164,000	164,000	
61700	Office Supplies	2,484	3,892	2,657	5,000	2,248	3,371	5,000	4,000	
61800	Postage	790	971	861	615	705	1,058	600	600	
61850	Uniforms	12,562	22,511	18,853	21,259	4,815	7,222	21,259	21,000	
61900	Vehicle Supplies	66,197	63,733	59,717	72,600	25,410	38,115	72,600	64,000	
61910	Vehicle Fuel	164,000	129,566	89,376	138,670	56,107	84,161	138,670	100,000	
62000	Utilities	30,560	31,393	29,054	25,410	18,661	27,991	25,410	25,000	
74200	Capital Expenditures	0	0	0	33,900	0	0	-	-	
	Remount Veh#							127,000		capital
	Remount Veh#							127,000		capital
	QRV							72,000		capital
	Station Furniture							10,000		capital
80022	EMS Grant	6,379	25,630	9,333	21,000	8,266	12,399			grant
80035	Infection Control	4,886	9,726	7,818	5,504	3,810	5,715	5,504	5,500	grant
61005	Event Expenses	283								
	Subtotal Salaries	1,756,978	1,741,544	1,737,370	1,823,208	1,095,969	1,643,953	1,978,520	1,716,016	-
	Subtotal Benefits	822,030	824,268	841,957	881,704	575,620	863,430	1,022,450	876,853	-
	Subtotal Operating	686,043	750,629	776,441	851,519	432,967	649,451	806,478	724,900	-
	Subtotal Capital							341,504	5,500	-

TOTAL EXPENSES	3,265,051	3,316,441	3,355,768	3,556,431	2,104,556	3,156,834	4,148,952	3,323,269	-
To/From Reserves	(59,627)	(14,147)	148,607	(99,070)	413,490	285,191	(631,223)	194,461	0

NO FUND BALANCE NET IS POSTED TO GF

set by annual ordinance dollar amount only subject to act 388 cap

128 fund 2016 "surplus" was a grant then a purchase grant in 128 purchase in 110-555?

note 1: Admin Assistant requested to go from PT to FT. Position included in Administrator Recc Column

Note 2: \$15k from PT secretary in here need to move to full time salaries if approved by CC

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

note 3: billing services

Note 4: Equipment Maint 43030 is for stretcher repairs, monitor repairs, radio repairs (in truck) not portable

note 5: tele audit

Fund: 129 Victims' Assistance SRF Fund
Dept: 550 Victims' Assistance

REVENUE

Acct #	Description	8								
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
INTERGOVERNMENTAL REVENUE - 110-330										
33812	Laurens/Clinton Victims' Assist	28,462	30,545	46,431	31,000	20,602	30,903	50,000	35,000	
33814	Coop Credit	46	45	49	50	61	92	50	50	
	Subtotals:	28,508	30,590	46,480	31,050	20,663	30,995	50,050	35,050	-
CHARGES FOR SERVICES - 129-340										
34813	Clerk Victim's Assistance	80,254	31,109	24,778	32,000	13,355	20,033	59,000	25,000	
34815	Magistrate Victims' Assist	-	56,467	(442)	57,000	40,069	60,104	55,000	55,000	
	Subtotals:	80,254	87,576	24,336	89,000	53,424	80,136	114,000	80,000	-
TOTAL REVENUE AVAILABLE		108,762	118,166	70,816	120,050	74,087	111,131	164,050	115,050	-

FY14 and 16 had no revenue? Why?

EXPENDITURES

Acct #	Description	8								
		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
11000	Salaries	101,946	101,492	102,395	103,418	66,437	99,656	102,945		
21000	Health Insurance-Employer Share	12,597	14,500	15,492	15,748	10,710	16,065	17,016		
21010	Retirees Health Insurance-Employer Share				-		0			
21020	Health Insurance Subsidy									
22000	FICA-Employer Share	8,193	7,712	7,304	7,911	5,049	7,574	7,875		
23000	Retirement-Employer Share	9,944	11,033	11,286	14,727	8,115	12,173	12,570		
26000	Workers Compensation	6,059	5,020	5,394	5,180	4,677	7,016	6,037		
27000	Drug Screens	25	25	-	50	-	0	50		
43020	Computer System Maint	-	-	-	-	-	0			
43090	Vehicle Maintenance	653	1,089	400	500	892	1,338	500		
53010	Cell Phone	2,790	2,312	3,213	2,500	2,306	3,459	2,500		
53090	Telephone	2,668	2,383	2,342	2,000	1,599	2,399	2,000		
55000	Printing & Binding	1,614	1,556	1,455	1,500	1,296	1,944	1,500		
56050	Memberships/Dues	225	25	-	50	-	0	50		
57092	Travel/Meetings	748	902	729	1,000	275	413	500		
57093	Travel/Training		728	116	500	728	1,092	750		
61400	Copier Supplies	759	629	720	500	160	240	300		
61700	Office Supplies	262	651	643	500	285	428	500		
61800	Postage	91	209	213	200	-	0	150		

FY18 First Release of First Draft Budget

61900	Vehicle Supplies	795	590	25	500	274	411	500		
61910	Vehicle Fuel	2,559	1,954	1,385	1,000	828	1,242	1,000		
64000	Law Tracks	17,340	20,246	18,691	19,000	11,411	17,117	19,000		
80040	Contingency	1,410								
	ADMINISTRATION TOTAL EXP								115,000	
	REPAY GF FB								(1)	
	Subtotal Salaries	101,946	101,492	102,395	103,418	66,437	99,656	102,945	0	0
	Subtotal Benefits	36,793	38,265	39,476	43,566	28,551	42,827	43,498	0	0
	Subtotal Operating	31,939	33,299	29,932	29,800	20,054	30,081	29,300	114,999	0
TOTALS EXPENDITURES		170,678	173,056	171,803	176,784	115,042	172,563	175,743	114,999	0
Fund Balance (Negative is Owed to GF)		(48,392)	(103,959)	(205,071)	(261,805)		(266,504)	(278,197)	(266,453)	(266,504)
REVENUE-EXPENDITURE		(61,916)	(54,890)	(100,987)	(56,734)	(40,955)	(61,433)	(11,693)	51	0

statutory not millage, 388 cap not applied

This is an SRF

FY16 audit of \$205,071 needs to be accepted by County Council or restated in FY17 audit

Fund 134: - Fire Capital "Reserve" (Rolling Capital Fund)

Department: 529 Fire Department

1.9 mills (SPTD)

MILLAGE IS SET VIA ORDINANCE NOT SUBJECT TO 388 CAP

REVENUES

Description	1.9 mills		8						
	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
1.9 mills									
GENERAL PROPERTY TAXES - 134-311									
31110 Current Real Property	191,823	198,409	190,141	0	167,103	197,103	169,874		
31120 Delinquent Real Property	15,356	12,516	15,060	0	7,113	16,613	13,455		
31130 Vehicle	33,957	36,008	37,768	0	25,958	39,058	33,742		
31140 FILOT	38,983	35,247	44,582	0	52,648	54,048	39,830		
31151 Prior Year Refunds	(10,013)	(2,507)	(2,575)	0	(2,526)	(2,976)	(2,301)		
Subtotals:	270,106	279,673	284,976	0	250,296	303,846	254,600	0	0
TOTAL REVENUE	270,106	279,673	284,976	0	250,296	303,846	254,600	0	0

EXPENSES

Description	1.9 mills		8						
	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final
80029 Capital Outlay	41,334			0					
Debt Principle	185,378	193,533	219,059				247,000		note 3
800 Debt Interest	61,381	53,226	27,700	0	15,230				
TOTAL EXPENDITURES	288,093	246,759	246,759	0	15,230	0	247,000	0	0
Revenues Minus Expenses	(17,987)	32,914	38,217	0	235,066	303,846	7,600	0	0
134 Fund Balance	527,000	559,914	598,131	15,613	0				

note 3: this is a portion of the annual lease payment until FY20 see fund 134 also

Enabling legislation annual appropriation (millage) not subject to act388

Fund 135: - Fire Capital Bond (Sinking Fund) see capital projects sheet also

Department: 529 Fire Department

REVENUES

Description	1.9 mills		7						
	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY17 YTD Actual	FY17 Project	FY18 Request	FY18 Recc	FY18 Final

GENERAL PROPERTY TAXES - 135-XXX

31110	Current Real Property					0			
31120	Delinquent Real Property					0			
31130	Vehicle					0			
31140	FILOT					0			
31151	Prior Year Refunds					0			
Subtotals:				0	0	0	0	0	0

Other Sources

39900	Interest Earned	0	0	12,374					
	Bond Proceeds			2,450,000	0	0	0	0	0
Subtotals:		0	0	2,462,374	0	0	0	0	0

TOTAL REVENUE				2,462,374	0	0	0	0	0
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EXPENSES

Description	FY 2014	FY 2015	FY 2016	FY 2017	FY17 YTD	FY17	FY18	FY18	
	Actual	Actual	Actual	Budget	Actual	Project	Request	Recc	FY18 Final
Capital Outlay			381,189	0					
Bond Issuance Cost			46,528						
Debt Principle									
800 Debt Interest				0					
TOTAL EXPENDITURES		0	0	427,717	0	0	0	0	0

Revenues Minus Expenses	0	0	2,034,657	0	0	0	0	0	0
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Fund Balance	2,034,657								
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Fund Balance to match back to audit	2,632,788								
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Note 1: External auditor commingled of rolling and sinking capital funds.

Fund: 210 Solid Waste Mgmt
NOT AN ENTERPRISE FUND, (PART OF GF, MAY NOT BE COMPLIANT WITH ORDINANCE)

REVENUES

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final	
					FY17 YTD Actual					
INTERGOVERNMENTAL REVENUE - 210-330										
33527 Tire Fee Rebate	25,519	26,349	28,090	26,349	14,622	21,933	28,090	28,000		
33528 Solid Waste Grant	0	46,821	192	41,955	14,499	21,749	88,275	88,275		
33814 Coop Cap Credit Distrib	177	184	50,512	200	211	317	200	200		
33528 Grant Reimbursement					2,943	4,415	0			
Subtotals:	25,696	73,354	78,794	68,504	32,275	48,413	116,565	116,475	-	
CHARGE FOR SERVICES - 210-340										
34431 Host Fee (\$.50/ton times previous year)	75,191	53,025	63,629	57,000	40,534	60,801	63,000	63,000		
34432 Landfill Tipping Fees (Includes Recycl)	61,723	43,810	48,186	49,400	28,176	42,264	49,000	49,000		
34433 Residential User Fee	1,792,909	1,794,614	1,779,721	1,811,000	1,579,729	1,800,000	1,780,000	1,800,000		
Litter Humane User Fee \$8							267,000			NEW FEE INCLUDES
34505 Animal Control & Shelter Fees	19,738	15,408	14,697	81,300	58,719	88,079	64,325	65,000		
Subtotals:	1,949,561	1,906,857	1,906,233	1,998,700	1,707,158	1,991,144	2,223,325	1,977,000	-	
FIXED ASSET PROCEEDS - 210-392										
39210 Fixed Asset Proceeds					6,000					
TOTAL REVENUE	1,975,257	1,980,211	1,985,027	2,067,204	1,745,433	2,039,556	2,339,890	2,093,475	-	

Department: 580 Landfill

EXPENSES

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final	
					FY17 YTD Actual					
11000 Salaries	114,771	133,024	129,295	140,995	84,979	127,469	143,627	143,627		
21000 Health Insurance	32,875	37,946	37,538	41,271	27,192	40,788	38,995	38,995		
21020 Health Insurance Subsidy										
21050 Cell Phone Reimbursement	0	29	422	420	260	389	420	420		
22000 FICA-Employer Share	7,724	9,130	8,894	10,786	8,729	13,093	10,987	10,987		
23000 Retirement	12,035	14,463	14,385	19,947	10,345	15,517	17,537	17,537		
26000 Workers Compensation	16,513	17,743	17,875	17,983	14,976	22,464	24,488	24,488		
27000 Advanced Drug Testing	295	175	170	500	125	188	500	500		
30000 Professional Services	4,200	10,852	3,677	6,000	3,337	5,006	70,000	70,000		note 1
34090 Tire Disposal Fees	13,135	14,099	14,703	26,000	11,569	17,354	26,000	26,000		
34096 Well Monitor	13,136	17,511	11,930	22,000	32,622	48,933	41,000	41,000		note 1

43030	Equipment Maintenance	14,394	21,099	25,473	35,000	1,482	2,223	35,000	35,000	
53010	Cell Phone	466	467	141						
53090	Telephone	2,529	2,463	1,869	2,000	1,468	2,201	2,000	2,000	note 2
54000	Advertising & Publications			107	200			200	200	
61520	Equipment Supplies	7,321	11,064	11,220	20,000	3,972	5,958	20,000	20,000	
61550	Landfill Maint Supplies	8,851	7,493	3,612	12,000	2,247	3,371	12,000	12,000	
61700	Office Supplies				2,000	1,824	2,736	2,000	2,000	
61800	Postage	11	37	8	100			100	100	
61850	Uniforms			667	4,750	4,169	6,253	6,250	6,250	
61910	Vehicle Fuel	38,631	34,922	25,292	35,000	15,194	22,791	30,000	30,000	
62000	Utilities	6,573	6,376	7,105	6,000	3,466	5,199	6,000	6,000	
80022	Grant Expenditure		37,550	50,708	41,955	31,458	47,187			
80082	Recycling			4,840	45,000	18,439	27,658	40,000	40,000	
80085	Transfer Station Fees	664,080	649,909	696,643	572,400	381,860	572,790	572,400	572,400	
Subtotal Salaries		114,771	133,024	129,295	140,995	84,979	127,469	143,627	143,627	0
Subtotal Benefits		69,147	79,311	79,114	90,407	61,501	92,252	92,427	92,427	0
Subtotal Operating		773,622	814,017	858,165	830,905	513,231	769,847	863,450	863,450	0
SUB TOTAL 580		957,540	1,026,352	1,066,574	1,062,307	659,712	989,568	1,099,504	1,099,504	-

Department: 590 Rural Collections

EXPENSES

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8		FY18 Request	FY18 Recc	FY18 Final	
					FY17 YTD Actual	FY17 Project				
11000 Salaries	279,967	270,470	286,871	150,492	111,893	167,840	198,824	198,824		
reclass position							2,683	2,683		see backup
11010 Part Time Salaries	260,579	271,300	255,172	270,787	165,724	248,586	340,185	340,185		note PT
21000 Health Insurance-Employer Share	41,277	50,494	51,993	24,718	31,679	47,519	51,671	51,671		
21020 Health Insurance Subsidy										
21020 Pay in Lieu of Insurance	2,562	2,562	1,200							
22000 FICA-Employer Share	39,630	39,948	40,037	32,228	17,274	25,912	41,439	41,439		
23000 Retirement-Employer Share	31,382	31,175	31,839	40,531	14,466	21,698	24,276	24,276		
26000 Workers Compensation	65,566	57,157	59,747	51,526	41,618	62,428	79,745	79,745		
27000 Advanced Drug Testing	468	965	665	700	57	86	700	700		
30000 Professional Services	0	0	1,613	13,400	5,742	8,613	13,400	13,400		
43030 Equipment Maintenance	33,581	34,763	27,775	36,000	14,817	22,226	36,000	36,000		
53010 Cell Phone	1,594	1,527	1,690							
53090 Telephone	415	377	146							
61520 Equipment Supplies	12,580	14,158	12,718	15,000	4,993	7,490	15,000	15,000		
61525 Dump Site Maint	11,912	12,645	10,658	12,650	3,068	4,602	12,650	12,650		
61535 Litter/Humane Equip/Supp	31,863	42,660	48,030							

61910	Vehicle Fuel	81,194	60,057	43,870	75,000	20,613	30,920	75,000	75,000	
62000	Utilities	10,819	11,463	9,747	10,500	6,564	9,846	10,500	10,500	
	Land Improvements							48,200	48,200	capital
	Compactors							19,000	19,000	capital
	40yd containers							12,000	12,000	capital
80060	Miscellaneous	895	1,878	89	1,300	0	0	1,300	1,300	
	Subtotal Salaries	540,546	541,770	542,043	421,279	277,617	416,426	541,692	541,692	0
	Subtotal Benefits	180,417	181,336	184,816	149,003	105,037	157,556	197,131	197,131	0
	Subtotal Operating	139,140	130,842	132,823	124,285	73,358	110,038	163,250	163,250	0
	Subtotal Capital							80,500	80,500	0
----- SUB TOTAL 590		860,103	853,948	859,682	694,566	456,013	684,019	982,573	982,573	0

**Department: 592 Litter/Humane
EXPENSES**

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	8	FY17 Project	FY18 Request	FY18 Recc	FY18 Final	
					FY17 YTD Actual					
11000				142,850	64,635	96,953	102,794	102,794		missing er
21000				34,866	12,274	18,411	25,176	25,176		
21020										
21050				420						
22000				10,960	4,326	6,488	7,864	7,864		
23000				20,318	7,113	10,670	12,551	12,551		
26000				8,154	4,643	6,965	7,247	7,247		
27000				100	50	75	100	100		
30000				23,000	7,813	11,720	23,000	23,000		
43090				2,500	1,578	2,367	2,500	2,500		
43012				2,000	1,415	2,123	3,000	3,000		
53010				1,600	1,384	2,076	2,100	2,100		note 2
53090				1,200	96	144	1,200	1,200		note 2
61546				4,750	1,032	1,548	4,750	4,750		
61535				11,000	8,440	12,660	12,000	12,000		
61800				100	13	20	100	100		
61850				1,700	890	1,335	1,700	1,700		
61900				3,500	1,182	1,773	3,500	3,500		
61910				7,500	4,997	7,496	7,500	7,500		
62000										
80060										
	Subtotal Salaries	0	0	0	142,850	64,635	96,953	102,794	102,794	-
	Subtotal Benefits	0	0	0	74,718	28,356	42,534	52,838	52,838	-

Subtotal Operating	0	0	0	58,950	28,890	43,335	61,450	61,450	-
SUB TOTAL 592	0	0	0	276,518	121,881	182,822	217,082	217,082	-
TOTAL EXPENDITURES	1,817,643	1,880,300	1,926,256	2,033,391	1,237,606	1,856,409	2,299,159	2,299,159	-
Revenues Minus Expenses	157,614	99,911	58,771	33,813	507,827	183,147	40,731	(205,684)	-

LANCE (established via resolution #XXX):

See Ordinance 326: Funds have been commingled with GF, Auditors have placed excess (FB) into GF FB UD which may not be compliant with our with our current ordinance. We will segregate out the reserves by official CC resolution to create a designated FB in compliance with our ordinance
 Need long term liabilities quantified externally to advise on minimum reserves for this fund
 need long term capital replacement plan

note 1: for landfill VOCs

note 2: tele audit

note PT: recommend we go to a lump sum NTE per dept for PT and start to limit OH costs through attrition

342 Educational - Tech/USC

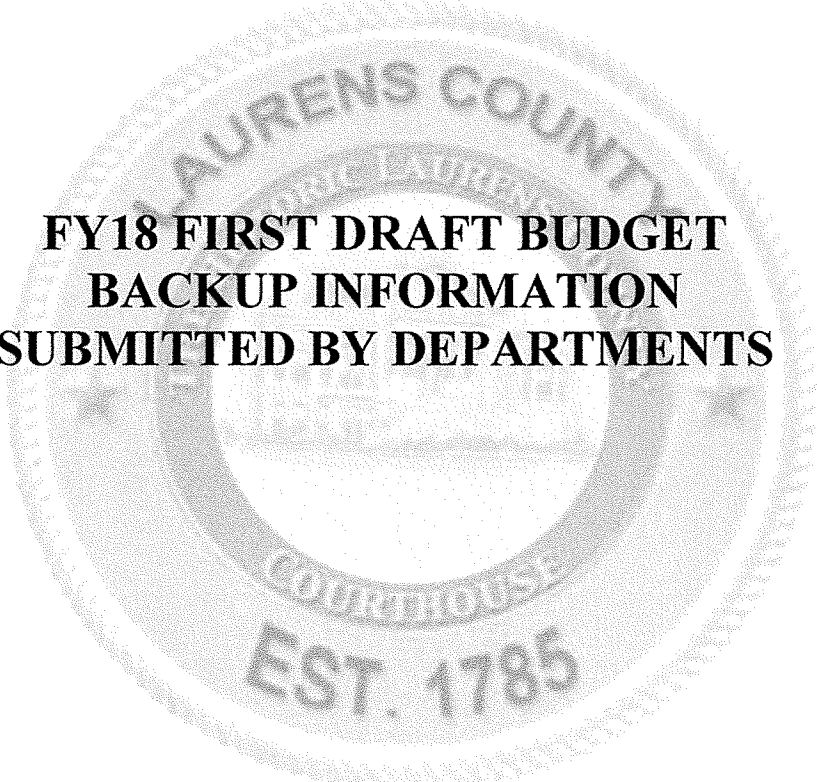
MILLAGE IS SET VIA ANNUAL ORDINANCE NOT SUBJECT TO 388 CAP

		8								
		FY 2014	FY 2015	FY 2016	FY 2017	FY17 YTD	FY17	FY18	FY18	
		Actual	Actual	Actual	Budget	Actual	Project	Request	Recc	FY18 Final
GENERAL PROPERTY TAXES - 342-311										
31110	Current Real Property	102,472	105,471	111,013	105,471	91,442	110,000	111,760	111,760	
31111	LOST Credit-Real	29,037	23,623	20,213	23,623	24,235	24,000	24,000	24,000	
31120	Delinquent Real Property	8,241	13,506	8,155	13,506	4,126	6,500	6,500	6,500	
31121	LOST Credit-Delinquent	2,553	1,979	1,716	1,979	792	1,500	1,500	1,500	
31130	Vehicle	17,704	19,337	21,282	19,337	14,778	20,000	20,000	20,000	
31131	LOST Credit-Vehicle	4,931	4,705	4,104	4,705	2,633	4,200	4,200	4,200	
31140	FILOT	27,802	20,846	27,027	20,846	30,552	31,000	31,000	31,000	
31141	LOST Credit-FILOT	473	236	175	236	0	0	0	-	
31151	Prior Year Refunds	(9,249)	(1,327)	(1,474)	(1,327)	(1,256)	(1,884)	(1,884)	(1,884)	
	Subtotals:	183,964	188,375	192,211	188,375	167,303	195,316	197,076	197,076	0
TOTAL REVENUE AVAILABLE		183,964	188,375	192,211	188,375	167,303	195,316	197,076	197,076	0

		8								
		FY 2014	FY 2015	FY 2016	FY 2017	FY17 YTD	FY17	FY18	FY18	
		Actual	Actual	Actual	Budget	Actual	Project	Request	Recc	FY18 Final
80029	Claims Authorized	174,620	208,152	167,872	188,375	0		675,864	197,076	requests mi
TOTAL EXPENDITURES		174,620	208,152	167,872	188,375	0	0	675,864	197,076	0
		9,344	(19,777)	24,339	0.00	167,303	195,316	(478,788)	0	0

set by annual ordinance not subject to 388 cap
 placed in GF? Excess in FB D or UD?

APPENDIX B

The seal of Laurens County, South Carolina, is a circular emblem. It features a central shield with a plow and a sheaf of wheat. The shield is surrounded by a ring containing the text "LAURENS COUNTY" at the top and "EST. 1785" at the bottom. The words "SOUTH CAROLINA" and "COURTHOUSE" are also visible within the seal's design.

**FY18 FIRST DRAFT BUDGET
BACKUP INFORMATION
SUBMITTED BY DEPARTMENTS**

LAURENS COUNTY GOVERNMENT

**For the Period 7/1/17-6/30/18
Includes General Fund and Special Revenue Funds**

**GENERAL
FUND
REVENUE INFORMATION**



EDWARD B. GRIMBALL, Chairman
HOWELL CLYBORNE, JR.
EMERSON F. GOWER, JR.

SOUTH CAROLINA
REVENUE AND FISCAL AFFAIRS OFFICE

FRANK A. RAINWATER
Executive Director

MEMORANDUM

To: County Auditors
School Superintendents
Municipal Officials

From: Frank A. Rainwater, Executive Director

Date: March 13, 2017

Subject: UPDATE Millage Rate Increase Limitation for FY 2017-18 - Inflation Component

This memo is to provide an update regarding the millage rate increase limitations for local jurisdictions for FY 2017-18. In our memo dated February 13, 2017, we provided the millage rate increase limitation inflation component of 1.28% based upon the seasonally adjusted Consumer Price Index. We have recalculated the component based upon the unadjusted Consumer Price Index as used in previous years to be 1.26%. The full millage rate limits will be provided later as the population data become available.

The millage rate increase limitation as defined in SC Code of Law § 6-1-320 is the increase in the Consumer Price Index for preceding calendar year plus the percentage increase for the previous year in the population of the entity as determined by the Revenue and Fiscal Affairs Office. The Consumer Price Index increased 1.26% from calendar year 2015 to calendar year 2016. This is the figure we will use for the calculation of the millage increase limits. Each political entity's limit will be based upon 1.26% plus any increase in population as applicable.

The millage rate increase limitations for counties and school districts will be published following the release of the 2016 county population estimates by the US Census Bureau. The millage rate increase limitations for municipalities will be published following the release of the 2016 population estimates for incorporated places. For your information, we have included the current release schedule as published by the US Census Bureau below.

Census Bureau Population Release Dates (as of March 13, 2017):

Counties: March 23, 2017
Incorporated Places: May 14, 2017

We hope that this information will be helpful to local governments in planning for their budgets. If we may be of additional assistance, please feel free to contact Mary Katherine Gable at marykatherine.gable@rfa.sc.gov or (803) 734-3322.

**GENERAL
FUND
DEPT. 512.5
LEGAL**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 512 County Attorney

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
11050	Salaries - County Attorney	92,426	95,061	95,773	96,371	44,743	96,371
11010	Part-Time Salaries - Attorney	10,749	10,741	17,010	16,110	7,537	18,000
44030	Copier Lease	1,104	973	669	0	0	0
52010	Professional Insurance	2,548	2,648	2,664	2,800	0	2,900
53090	Telephone - County Attorney	3,649	3,042	1,851	0	64	0
56050	Memberships/Dues - County Att	530	0	176	600	475	600
57092	Travel/Meeting - County Attorney	3,585	2,079	2,845	3,500	1,816	3,500
61700	Office Supplies - County Attorney	423	551	695	1,000	495	1,000
61800	Postage - County Attorney	0	196	142	300	0	200
74444	Computer Equipment	0	809	0	0	0	0
	Subtotal Salaries	103,175	105,802	112,782	112,481	52,280	114,371
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	11,839	10,298	9,042	8,200	2,849	8,200
	TOTALS	115,014	116,100	121,824	120,681	55,129	122,571

+3,000 = 11,200

+ 3,000

*Office Supplies Expense for office supplies utilized in Administration Building - Hillcrest Square

*Postage expense for mail postmarked by postage meter in Administration Building - Hillcrest Square

*Per Sandy - add \$ 3,000. -
municade costs.*

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

County Attorney

DEPARTMENT NAME

DEPARTMENT NUMBER

County Attorney

512

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
new	not previously budgeted	3,000.00	Municode costs for new code book

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018

512 County Attorney
DEPARTMENT NAME

512
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
52010	2800.00	2900.00	Anticipated rate increase in premium
11010	17010.00	18000.00	increased responsibility increased workload

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
61800	300.00	200.00	

**GENERAL
FUND
DEPT. 513
AIRPORT**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 513 Airport

							Y-T-D	
Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	12/31/16 Actual	FYE 2018 Requested	
11000	Salaries	29,639	27,417	31,275	33,696	15,085		
11010	Part Time Salaries	8,714	9,555	8,202	7,583	3,504		
13000	Overtime	0	501		0			
21000	Health Ins Employer Share							
21010	Ret Health Ins Employer Share							
21050	Cell Phone Reimb			47	420	195		
23000	Retirement Employer Share	1,233						
26000	Workers Compensation	431						
33052	Auditors	0	0	0	500		500	
43030	Equipment Maintenance	735	385	1,260	4,500		1,500	
43032	Airfield Maintenance	1,157	1,526	700	2,000	162	2,000	
43087	Tractor Maintenance	0	572	708	500	125	500	
43090	Vehicle Maintenance	81	467	0	500		500	
53090	Telephone	1,130	1,147	1,059	1,200	485	1,200	
57092	Travel/Meetings	1,545	1,120	1,120	800		800	
61025	Building Maint Supplies	9,891	899	397	500	56	500	
61700	Office Supplies	0	63	803	350	97	350	
61800	Postage	21	0	0	75		75	
61840	Tractor Supplies	93	95	0	750		750	
61900	Vehicle Fuel	944	812	817	1,000	431	1,000	
62000	Utilities	8,100	8,040	7,686	8,400	3,518	8,400	
80066	Grant Match	14,063	5,442	6,015	25,000		25,000	
	Subtotal Salaries	38,353	37,473	39,477	41,279	18,589	0	
	Subtotal Benefits	0	0	47	420	195	0	
	Subtotal Operating	37,760	20,568	20,565	46,075	4,874	43,075	
	TOTALS	76,113	58,041	60,089	87,774	23,658	43,075	

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Airport

513

DEPARTMENT NAME

DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
43030	4500	1500	Over the past 4 years there hasnt been anymore cost than this

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Airport
DEPARTMENT NAME

513
DEPARTMENT NUMBER

3985 Torrington Rd laurens sc
PHYSICAL ADDRESS

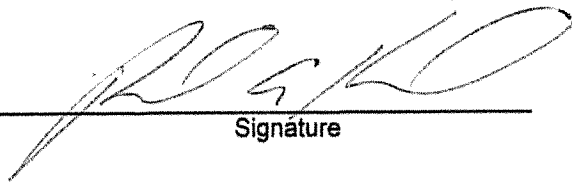
PO Box 445
MAILING ADDRESS

864-984-5484
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Andy Howard PRT Director
Department / Agency Director Name Title Signature



ahoward@co.laurens.sc
E-mail Address

Gifford Boyter Airport Manager
First Alternate Name Title Signature

E-mail Address

Sammy Wham Airport Commission Chairman
Second Alternate Name Title Signature

E-mail Address

**GENERAL
FUND
DEPT. 514
ASSESSOR**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 514 Assessor

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Requested
						12/31/16 Actual	
11000	Salaries	308,266	309,831	321,223	337,157	155,179	
11010	Part Time Salaries	13,049	13,871	5,831	0	0	
27000	Drug Testing	0	0	25	25	0	25
43030	Equipment Maintenance	1,507	2,390	435	2,500	410	2,500
43090	Vehicle Maintenance	830	695	2,351	2,000	2,113	5,000
44030	Copy Machine Lease	2,465	2,580	2,478	2,600	1,211	2,600
44032	Map Copier Lease	5,053	4,434	5,163	5,350	2,593	5,350
44060	Postage Meter Lease	1,921	1,526	1,645	3,500	520	3,500
53090	Telephone	2,931	3,076	2,751	3,500	1,469	3,500
56050	Memberships and Dues	2,185	350	120	400	160	400
57080	Training	1,753	1,210	635	5,000	365	3,500
61700	Office Supplies	6,734	7,686	9,171	7,000	2,982	6,500
61800	Postage	3,480	3,653	2,401	3,000	686	3,000
61850	Uniforms	1,850	1,480	864	1,000	759	1,500
61910	Vehicle Fuel	5,658	4,524	2,659	4,500	1,356	4,500
74170	Machines/Equip	6,234	41	1,929	4,700	0	4,700
	Subtotal Salaries	321,315	323,702	327,055	337,157	155,179	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	42,601	33,645	32,628	45,075	14,624	46,575
	TOTALS	363,916	357,347	359,683	382,232	169,803	46,575

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Assessor's Office

514

DEPARTMENT NAMEDEPARTMENT NUMBERINCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-514-41000-43090	2000	5000	Aging fleet vehicles. Repairs exceeded FY2017 budget. Additional repairs needed.
110-514-41000-61850	1000	1500	Rising costs are making it difficult to clothe 9 employees. It is imperative we are well-recognized by the public when visiting private properties.

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-514-41000-57080	5000	3500	Utilizing more cost-efficient on-line methods to meet continuing education requirements.
110-514-41000-61700	7000	6500	Decrease in average spending.

**REVENUE BUDGET PROJECTION
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

(Include projections for revenue generated by your department / agency. Also include recommendations for changes in current fees and / or recommendations for new fee, etc.)

Assessor's Office

514

DEPARTMENT NUMBER

AMOUNT	TYPE OF REVENUE	EXPLANATION / JUSTIFICATION
500	Copy Fees	

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Assessor's Office	514
DEPARTMENT NAME	DEPARTMENT NUMBER
100Hillcrest Sq Ste D Laurens SC 29360	PO Box 727 Laurens SC 29360
PHYSICAL ADDRESS	MAILING ADDRESS
864-984-6546	864-984-0046
TELEPHONE NUMBER	FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

David E Satterfield	Assessor	
Department / Agency Director Name	Title	Signature

dsatterfield@co.laurens.sc.us
E-mail Address

GW Dailey	Deputy Assessor	
First Alternate Name	Title	Signature

qwdailey@co.laurens.sc.us
E-mail Address

Amber L Balentine	Administrative Assistant	
Second Alternate Name	Title	Signature

abalentine@co.laurens.sc.us
E-mail Address

**GENERAL
FUND
DEPT. 515
AUDITOR**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 515 Auditor

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
11000	Salaries	154,362	158,630	137,665	175,894	76,690	181,170
11010	Part Time Salaries	23,933	28,605	31,920	39,732	14,192	39,732
21040	Travel Allotment	1,203	1,203	1,206	1,200	557	1,200
21050	Cell Phone Reimb					178	720
23000	Retirement Employer Share	1,233			0		
26000	Workers Compensation	431			0		
27000	Advanced Drug Testing	0	75	50	100	0	50
30000	Professional Services	17,675	1,500	-	5,000	0	5,000
43030	Equipment Maint	0	-	1,722	950	311	950
43070	Smith Data Contracts	228,117	204,056	204,560	316,000	106,089	290,000
44030	Copier Lease/Rental	2,286	2,408	2,335	3,000	886	2,500
53010	Cell Phone	1,358	1,490	979	1,500	349	1,200
53090	Telephone	2,424	2,661	2,316	2,500	1,326	2,500
57092	Travel/Meetings	1,777	1,405	1,148	2,000	2,904	6,000
61700	Office Supplies	4,832	5,360	6,287	5,000	4,974	8,000
61800	Postage	1,180	1,000	860	1,000	0	1,000
74155	Copier/Treasurer	487	385	0	650	0	650
	Subtotal Salaries	178,295	187,235	169,585	215,626	90,882	220,902
	Subtotal Benefits	1,203	1,203	1,206	1,200	735	1,200
	Subtotal Operating	260,136	220,340	220,258	337,700	116,839	317,850
	TOTALS	439,634	408,778	391,050	554,526	208,456	539,952

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Auditor

515

DEPARTMENT NAMEDEPARTMENT NUMBERINCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-515-41000-11000	\$175,897	\$181,170	Full time Salary Increase of 3%
110-515-41000-11010	\$39,732	\$39,732	Increase from \$9.63 to \$10.00 per hour
110-515-41000-21050	\$400	\$720	\$35-\$60 per month (personal phone)
110-515-41000-57092	\$2,000	\$6,000	Travel & Meeting for Auditor & Staff
110-515-41000-61700	\$5,000	\$8,000	For 1 work station & office supplies (Replacement)

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-515-41000-43070	\$316,000	\$290,000	After Reassessment Year
110-515-41000-44030	\$3,000	\$2,500	Copier lease decrease
110-515-41000-53010	\$1,500	\$1,200	Deputy Auditor (County Phone)

** Overall Decrease \$14,574.00

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Auditor
DEPARTMENT NAME

515
DEPARTMENT NUMBER

100 Hillcrest Drive St F
PHYSICAL ADDRESS

PO Box 907
MAILING ADDRESS

864-984-2535
TELEPHONE NUMBER

864-984-3922
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

James A. Coleman Auditor
Department / Agency Director Name Title

James A. Coleman
Signature

icoleman@co.laurens.sc.us
E-mail Address

Jewel Hollingsworth Deputy
First Alternate Name Title

Jewel Hollingsworth
Signature

jhollingsworth@co.laurens.sc.us
E-mail Address

Second Alternate Name Title Signature

E-mail Address

GENERAL

FUND

DEPT. 516

BUILDING AND GROUNDS

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 516 Buildings & Grounds

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
11000	Salaries	231,854	231,596	236,622	278,297	104,496	
27000	Advanced Drug Testing	25	50	50	200	25	200
43012	Building Maintenance	94,851	82,590	115,918	85,000	66,758	115,000
43050	Maintenance Contracts	30,551	21,613	25,368	26,000	7,093	30,000
43068	Radio Maintenance	0	0	0	150	0	150
52020	Building Insurance	97,850	109,995	105,890	105,890	103,712	105,890
53010	Cell Phones	659	605	658	665	356	800
53090	Telephone	2,530	2,533	3,211	3,100	2,004	3,100
61500	Dept. Supplies	191	244	(127)	200	310	2,000
61540	Janitorial Supplies	26,549	25,626	30,105	29,000	17,483	30,000
61555	Landscape Maint Supplies	10,054	9,636	4,624	10,000	5,989	10,000
61800	Postage	7	0	0	50	0	50
61850	Uniforms	0	0	0	3,950	1,862	3,950
61900	Vehicle Supplies	3,655	2,979	1,550	3,000	1,868	3,000
61910	Vehicle Fuel	6,422	3,498	6,045	6,500	3,275	6,500
62000	Utilities	246,674	256,114	263,214	230,000	121,697	254,000
80061	Misc. & Flags	341	474	727	700	107	700
	Subtotal Salaries	231,854	231,596	236,622	278,297	104,496	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	520,359	515,957	557,232	504,405	332,539	565,340
	TOTALS	752,213	747,553	793,854	782,702	437,035	565,340

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Building and Grounds
DEPARTMENT NAME

516
DEPARTMENT NUMBER

I N C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-516-41000-43012 Building Maintenance	85,000	115,000	Matches what was actually spent in FY2016. Projected to spend \$133,500 in FY2017.
110-516-41000-43050 Maintenance Contracts	26,000	30,000	Matches what was spent in FY2014 and would like to add additional contracts for landscaping Historic Courthouse and care of floors in Hillcrest.
110-516-41000-53010 Cell Phones	665	800	Change out B&G Foreman phone to a smartphone.
110-516-41000-61500 Department Supplies	200	2,000	Add computer, monitor, internet switch for network hub.
110-516-41000-61540 Janitorial Supplies	29,000	30,000	Matches what was spent in FY2015 and projected to spend \$34,000 in FY2017
110-516-41000-62000 Utilities	230,000	254,000	Average spent over last four years is \$254,000

Total Increase 60,935

D E C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Building and Grounds
DEPARTMENT NAME

516

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$125,000	Renovate Church Street Upper level to accommodate DJJ	N/A	N/A
\$45,000	Renovate current DJJ suite at Hillcrest to accommodate Magistrates	N/A	N/A
\$35,000	Renovate women's public restroom at Hillcrest	N/A	N/A
\$35,000	Renovate men's public restroom at Hillcrest	N/A	N/A
\$26,000	1/2 ton Pickup for B&G Maintenance Staff (2005 Chevy Silverado with 152,083 miles will be transferred to the Landfill and the Landfill's yard truck, a 1996 F150 with 140,094 miles will be turned in)	1996 F150 with 140,094 miles	Same as current

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Building and Grounds
DEPARTMENT NAME

516
DEPARTMENT NUMBER

79 Mount Vernon Church Road
PHYSICAL ADDRESS

P.O. Box 238, Laurens, SC 29360
MAILING ADDRESS

864-871-1903
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Robert Russian - Director of Public Works
Department / Agency Director Name Title Signature

rrussian@co.laurens.sc.us
E-mail Address

Allen Robertson - Building and Ground Supervisor
First Alternate Name Title Signature

arobertson@co.laurens.sc.us
E-mail Address

Jamie Masters - Clerk II
Second Alternate Name Title Signature

jmasters@co.laurens.sc.us
E-mail Address

GENERAL

FUND

DEPT. 517

CLEMSON EXTENSION

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: 517 Clemson Ext.

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Request
						12/31/2016 Actual	
56020	Beautification Project	1,185	1,170	1,013	1,200	0	0
56021	4H Project (Forest Funds)	25,000	25,000	25,000	25,000	25,000	25,000
61700	Office Supplies	3,000	3,256	3,211	3,000	342	3,000
62000	Utilities	5,216	5,065	4,566	5,600	2,253	5,600
	Subtotal Salaries	0	0	0	0	0	0
	Subtotal Operating	34,401	34,491	33,789	34,800	27,595	33,600
	TOTALS	34,401	34,491	33,789	34,800	27,595	33,600

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Clemson Extension
DEPARTMENT NAME

517
DEPARTMENT NUMBER

219 W Laurens Street
PHYSICAL ADDRESS

219 W Laurens Street, Laurens, SC 29360
MAILING ADDRESS

864-984-2514
TELEPHONE NUMBER

864-984-2402
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Bryan Smith County Coordinator
Department / Agency Director Name Title


Signature

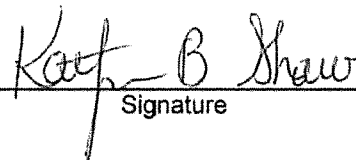
wsmth@clermson.edu
E-mail Address

Lori Holsonback Program Assistant
First Alternate Name Title


Signature

lholson@clermson.edu
E-mail Address

Katie Shaw County Extension Agent
Second Alternate Name Title


Signature

berry7@clermson.edu
E-mail Address

GENERAL

FUND

DEPT. 518

CLERK OF COURT

Lynn W. Lancaster
P. O. Box 287
Laurens, SC 29360
(864) 984-3538

100 Hillcrest Square, Suite B
Laurens, SC 29360

llancaster@co.laurens.sc.us
Direct Line: (864) 681-5645

January 27, 2017

Mr. Jon Caime
County Administrator
P. O. Box 445
Laurens, SC 29360

RE: Clerk of Court Budget Request (Department 518)

Dear Mr. Caime:

Please find enclosed the following documents relative to the FY 2017-2018 Clerk of Court budget:

1. Annual Budget Estimate – Expenditure with Requested Amounts listed. I have also filled out attachment A, with the explanation for increases or decreases, if any and included a line item request on Attachment E. If you need additional explanation, please advise.
2. Budget Authorization Form

I would request a cost of living raise for my staff. I believe they should be rewarded for their loyalty to the county for all the years of service they have devoted. We appreciate last year's fifty cents per hour (\$0.50/hr.) raise.

I am hesitant to ask for raises for individual employees, but I have two in my office that I believe are deserving of the same. I do not wish to cause any bad feelings for the other employees I have who may also be deserving of the same, but I have my reasons for requesting the raises. I will elaborate on this request in a separate exhibit.

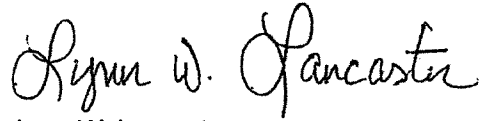
I would request that all of my budgeted accounts remain at the current funding level as I believe it correctly reflects expenditures:

Juror Account (110-518-41000-31050)	- \$ 70,000
Maintenance Contracts - Pro-Tec (110-518-41000-43050)	- \$ 240
Travel/Meetings (110-518-41000-57092)	- \$ 1,200
Computer Maintenance (110-518-41000-43020)	- \$ 22,500
Register of Deeds Supplies (110-518-41000-61501)	- \$ 12,000
Equipment Maintenance (110-518-41000-43030)	- \$ 47,000
Copier Lease (110-518-41000-44030) whatever contracts dictate	- \$ 7,000
Telephone (110-518-41000-53090)	- \$ 12,700
Office Supplies (110-518-41000-61700)	- \$ 13,000
Postage (110-518-41000-61800)	- \$ 32,000

As required by DSS contract any **incentive funds** (Title IV-D) remaining at the end of the fiscal year are to be carried over for the benefit of my child support office (110-330-33502-33512).

I thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Lynn W. Lancaster". The signature is written in a cursive style with a large, stylized "L" and "C".

Lynn W. Lancaster

/wl

Enclosures

cc: Lisa Kirk, Finance Director
Debi Parker, Human Resource Director

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 518 Clerk of Court

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	12/31/16 Actual	FYE 2018 Request
11000	Salaries	401,008	390,250	375,764	420,917	176,332	
11100	*Part-time Salaries	(565)	0	0	0	0	
21040	Travel Allotments	1,203	1,203	1,206	1,200	557	
27000	Advanced Drug Testing	50	75	25	0	0	
30000	Professional Services - Scanning	0	6,574	0	0	0	
31050	Jurors Expense	68,651	70,024	69,074	70,000	30,906	70,000
43020	Computer Maintenance	22,500	22,500	22,500	22,500	22,500	22,500
43030	Equipment Maint.	44,724	46,923	44,304	47,000	21,399	47,000
43050	Maintenance Contracts	239	239	239	240	120	240
44030	Copier Lease/Rental	6,835	6,533	6,196	7,000	4,029	7,000
53090	Telephone	9,101	9,239	11,780	12,700	6,232	12,700
57092	Travel/Meetings	797	1,082	1,158	1,200	0	1,200
61501	**Reg of Deeds Supplies	17,137	16,369	21,490	12,000	8,390	12,000
61700	Office Supplies	12,264	13,756	12,349	13,000	7,346	13,000
61800	Postage	31,290	28,340	33,545	32,000	21,407	32,000
	Minor Equipment	0	0	0	1,186	1,186	
80028	**Child Supp Enforcement	68,582	15,278	11,997	13,000	17,885	13,000
	Subtotal Salaries	400,443	390,250	375,764	420,917	176,332	0
	Subtotal Benefits	1,203	1,203	1,206	1,200	557	0
	Subtotal Operating	282,170	236,932	234,655	231,826	141,400	230,640
	TOTALS	683,816	628,385	611,626	653,943	318,289	230,640

* Part time salaries are reimbursed from Clerk Account

** Revenue is generated to specifically offset these expenses. All revenue generated for child support must be utilized for child support expenditures. Any remaining funds at the end of the year will be posted to the Fund Balance Reserve. Clerk of Court determines the amount of the Register of Deeds funds to post to the Fund Balance Reserve at the end of each fiscal year.

KOFILE TECHNOLOGIES

January 26, 2017

Honorable Lynn Lancaster
Laurens County Clerk of Court
P.O. Box 287
Laurens, SC 29360

Dear Hon. Lynn Lancaster,

Please find our quote for the preservation of Laurens County historical volume. This project addresses one volume, Deed Record M. Quoted preservation services include conservation treatments, rehousing, imaging, and filming. Archival rehousing includes encapsulation and loose leaf binding into Heritage Recorder Binders. This assessment also contains photographic documentation of the volume in its current state.

Note that prices are good for 90 days from the date of this quote. This quote is presented by Kofile Technologies, Inc. (Kofile) in conjunction with its acquisition of RecordSave.

WHY KOFILE?

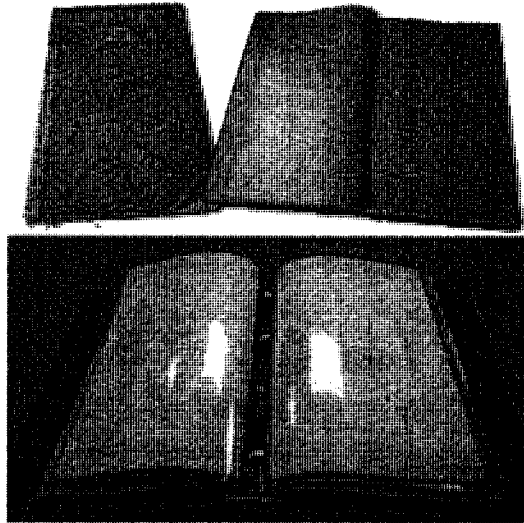
Kofile is the nation's oldest and most experienced firm specializing in the preservation of legal and historical public records in the U.S. For four decades, projects have ranged from one document to thousands of volumes. Kofile has built a legacy supporting and promoting records preservation at the state and local level.

PROJECT UNDERSTANDING

At Kofile, each project is unique and deserves special attention. Our team provides realistic solutions, professional analysis, and innovative archival products to equip records stewards with the information and resources needed to preserve collections.

Kofile performs all services in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC). We are also an Awardee of a Library of Congress FEDLINK Preservation Services for Library & Archival Collections contract.

Preservation minimizes the chemical and physical deterioration of the page. Its goal is to prolong the existence and useful life of the original format. Oftentimes this includes preserving and removing the original from public access and creating a security copy. Preservation can incorporate any combination of conservation, treatment, stabilization, preventative care, or digitization - or any maintenance or repair of the existing resource.



A historical volume from Titus County, Texas, before and after service.

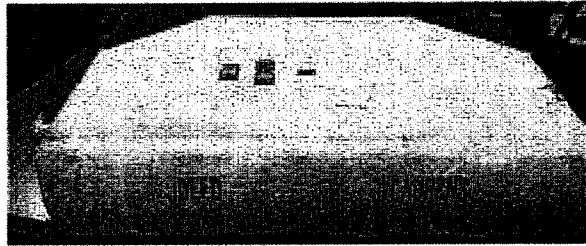
7903 THORNDIKE ROAD, GREENSBORO, NC 27409
P: 336/542-5115 F: 336/283-5327 INFO@KOFILE.US

STATEMENT OF CONDITION

These volume contain manuscript (handwritten) sheets.

▶ Deed Record M

This bound volume is in very poor condition with a broken binding, loose sheets and signatures. Pages are brittle, yellowing, cracked, chipped, and reflects acid hydrolysis and voids.

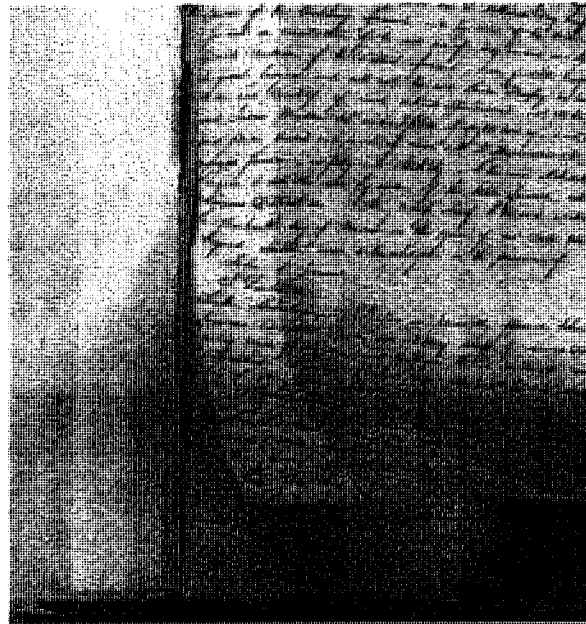


AREAS OF CONCERN

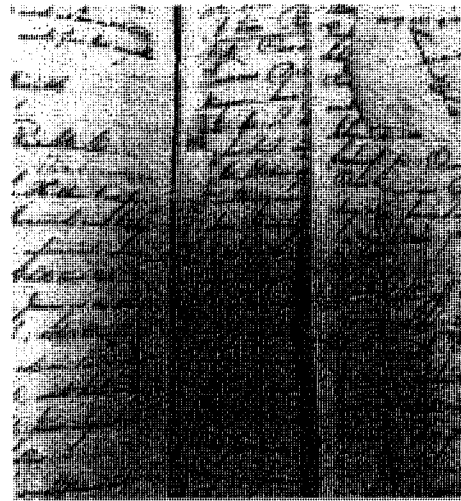
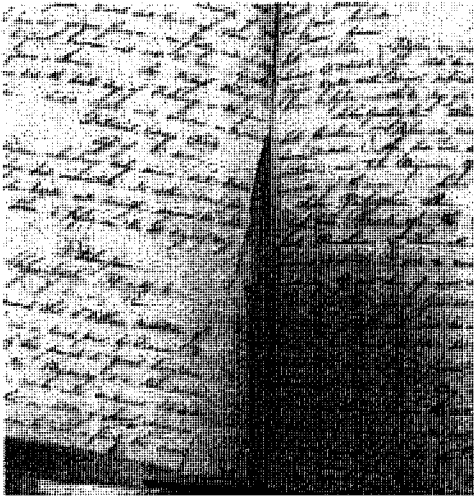
Photographic documentation of these volumes and highlighted areas of concern are included in the following. Sound preservation ensures accessibility to these irreplaceable and permanent documents forever.

Acidic Paper

Past papermaking utilized bleach to obtain white sheets. As a result, this paper becomes increasingly acidic as evidenced by embrittlement and yellowish-brown discoloring. Paper also embrittles when relative humidity drops or fluctuates.



KOFILE TECHNOLOGIES



Acidic Ink

Acidic inks can "eat" or "burn" through a sheet. Unmonitored temperature and relative humidity (RH) accelerate this process. Inks can also fade with exposure to UV light. Historically, iron gall inks were the standard. These inks contain sulfuric acid - which fades with time. With proper treatments, chemical breakdowns (such as acid hydrolysis) are remedied.

*Mechanical Damage
(Use & Abuse)*

Everyday use greatly affects collections. Sheets bear signs of grime and the natural oils of hands. Exposed sheets are susceptible to damage and loss. Dirt and other pollutants can serve as ignition sources and weaken exposed paper. Exposed fragments become abused even with careful use.

Binding Margin

The binding margins of many volumes are compromised due to guillotining. In order to rebind and protect these sheets, encapsulation is the only solution. If a volume were rebound as is, without encapsulation, vital information would be lost in the binding margin.

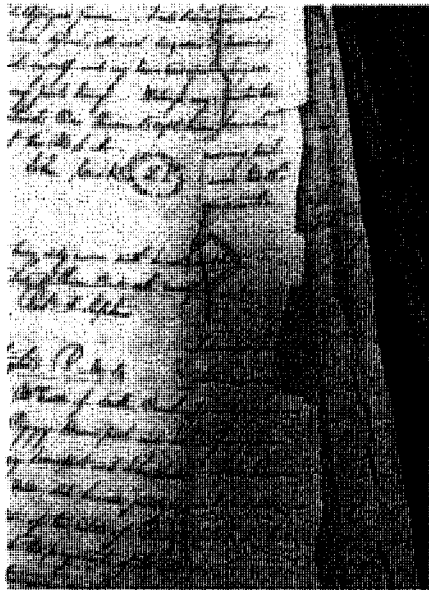
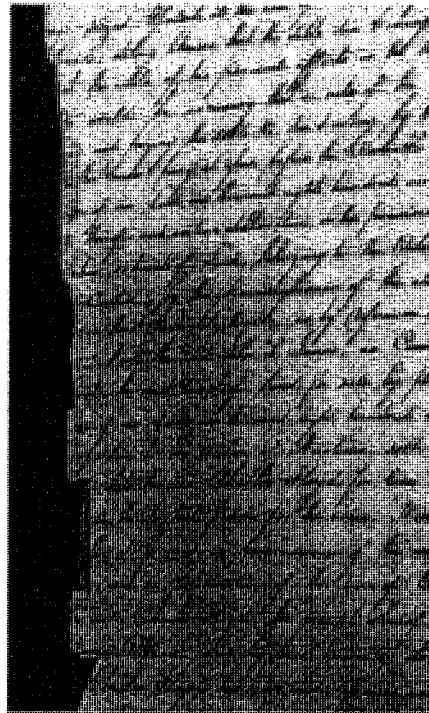
Always question vendors if they recommend power cutters (guillotining) to dismantle sewn books. Kofile never attempts any procedure that could result in a loss of text or weaken the integrity of the paper. A sheet's binding margin should never be compromised.

Broken Book Block

Once a binding fails, damage escalates. Sheets are free to drift from the protection of the book block. With exposure, fragments become abused and susceptible to loss.

Failing Index Stacks

Index Books sustain the most use. Thus, they suffer greater risks of text loss and sheet deterioration. Paper strength is completely depleted from continuous use. Eventually, tabs and sheet fragments are lost. Immediate attention is required.



Tape & Non-Archival Adhesives

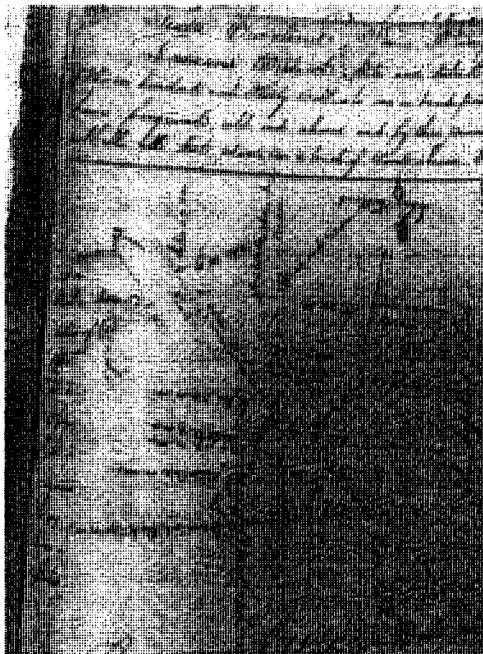
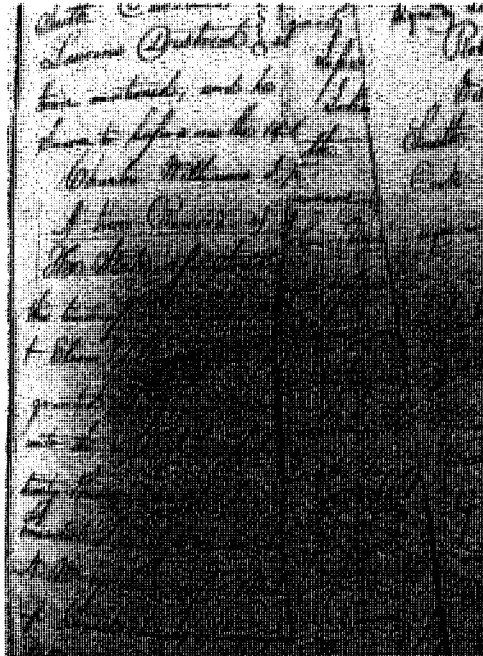
The Library of Congress warns about the culprits of "pressure sensitive tapes—such as scotch, masking, 'invisible,' quick-release, cellophane, and even so-called 'archival' tapes"—all are **unstable**. These tapes and adhesives "will stain the paper and may cause inks and colors to 'bleed.' Many lose their adhesive properties and fall off with age, leaving behind a residue that is unsightly, damaging to the item and difficult to remove."¹

Adhesive stains lead to issues during imaging. Awarding a low-bid imaging and microfilm project may result in illegible images. To enhance image quality, conservation is essential. A conservator can remove water-based, synthetic, and pressure sensitive adhesives.

Page extenders are an inappropriate "quick fix" to a prevailing problem. To save this collection, the underlying issues causing the deterioration of the sheets' margins need correcting. The acid content of the sheet extenders only adds to the chemical breakdown of the paper's fibers.

Non-Archival Quality Materials

The off gasses of deteriorating metals contribute to the chemical breakdown of paper. Major culprits include the metal content of book spines, the surrounding physical environment, and non-archival fasteners (such as binder clips, paper clips, and staples). These off gasses eventually destroy the fabric of the volume. Another symptom of metal oxidation is foxing, or foxlike (reddish and brown color) stains or blotches on paper.



¹The Library of Congress. "Preservation FAQs." <www.loc.gov/preservation/>.

Temperature & Humidity Monitoring

While temperature and limited air circulation are crucial to a document's longevity, humidity and water are the most destructive threats.

Relative Humidity (RH) refers to the amount of water vapor present in the air. Maintaining a set point of 40-45% RH is optimal, but costly. The maximum acceptable total RH variation, or operating range, is 5% on either side of this set point. RH should never exceed 55% or drop below 30%.

Temperatures above 75° F and RH higher than 60% encourage mold and other bacteria growth within 48—72 hours.

Even slight changes in temperature can double the natural aging rate of paper. In reality, temperature and RH are not consistent in a local courthouse (especially on weekends).

Red inks smear first, then blue inks, and lastly, black inks.

After exposure to water, pages adhere to one another when in a compressed environment. Separation without loss of text and water soluble inks (such as signatures) is vital. These records are extremely fragile.

The mitigation of mold or micro-organics (which can result with the introduction of water or humidity fluctuations), should only be attempted by a trained professional. Water damage can also lead to other issues such as binding failure. The necessary treatments are time consuming and require a highly skilled conservator.

KOFILE TECHNOLOGIES

Click to Solve for:
 Temperature % RH Dew Point

60 40 36

Temperature Scale: °F °C

Type of Decay	Environment Rating	Preservation Metric	Value
Natural Aging	GOOD	PI	96
Mechanical Damage	OK	% EMC	7.8
Mold Risk	GOOD	Days to Mold	No Risk
Metal Corrosion	OK	% EMC	7.8

Record and Compare Values

T	RH	DP	PI	Days to Mold	EMC

Save Clear Export

Visit the Image Permanence Institute (IPI) at www.dpcalc.org to explore the correlation of temperature and RH on natural aging, mechanical damage, mold risk, and metal corrosion (as exemplated above). The image above is property of IPI.

TREATMENT SPECIFICATIONS

Kofile regularly addresses historical and permanent documents, including manuscripts, typescripts, negative Photostats, tri-folds, blueprints, re-creations, plats, and maps. No treatment, repair, or maintenance is used that is not 100% reversible.

Dismantle

If a volume is going to be re-bound, it is carefully dismantled. Original binding materials, such as threads and adhesive residues, are carefully removed. If trimming is necessary, it is done with handheld scissors or Jacques Board shears (specifically designed for trimming fragile paper). Guillotine cutters are never employed. Board shears allow Kofile to trim paper with greater precision. Only one page is cut at a time to ensure no text is lost.

Surface Dry Cleaning

Surface cleaning is a generic term for the removal of materials deposited on pages. This includes dust, soot, airborne particulates, sedimentation from water damage, mold/mildew residue, active micro-organic growth, insect detritus, or even biological or mineral contaminants. All have serious consequences during long-term storage. To improve appearance, superficial grime is removed with a soft dusting brush, microspatula, latex sponge, powdered vinyl eraser, or soft block eraser.

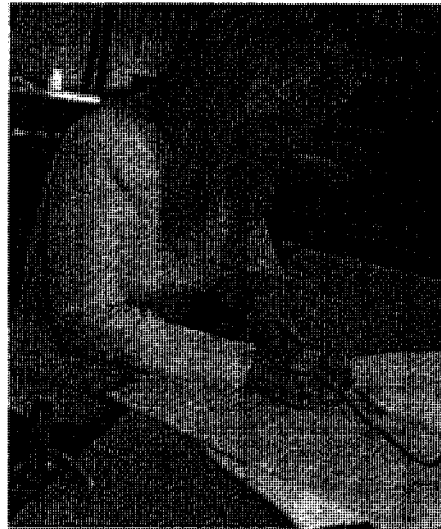
Removal of Fasteners

Kofile will remove fasteners, page markers, and other metal mechanisms. Fasteners such as binder clips, staples, paper clips, string ties, rubber bands, brads, straight pins, etc. cause damage in short periods. This includes physical damage (decreased paper strength due to punctures or distortion) and chemical damage (rust).

Removal of Tape, Adhesives, Varnish, or Old Repairs

Varnish, pressure sensitive tape, and adhesive residue are reduced as much as possible without further degrading the original document. When possible, peelers and tape are removed with two primary techniques: Mechanical Heat Removal and Mechanical Peeling. The former is used when adhesive is loose, old, or brittle; the latter, when removal by heat is unnecessary.

A *microspatula* (sometimes heated) coaxes tape threads, pressure sensitive tape, and glue from the paper. A Hot Tools tape remover can soften adhesives for removal. Dial-Temp controls the transfer of heat and guards against scorching. Remaining adhesive is treated with a gum compound eraser. Solvents are only used by a conservator as a last resort, and only after testing.



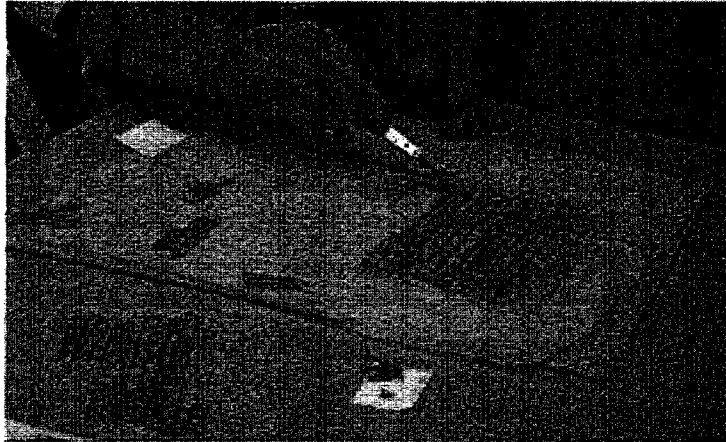
Kofile carefully coaxes adhesives and tape with mechanical application of heat and pressure.

If mechanical removal is unsuccessful, the next alternative is chemical. This is either a local or spot treatment or immersion in a solvent bath. Kofile ensures that its laboratories are equipped to process chemical treatments correctly and safely. An alternative is the local application of solvent. Previous repairs that cannot be removed safely will remain.

Flattening and Humidification

When stored improperly, papers become inflexible and retain a memory of the storage position. Tools to 'flatten' documents include tacking irons. With flattening, the possibility of unnecessary fractures or breaks is eliminated. The tacking irons have adjustable temperature controls to alleviate damage to the documents.

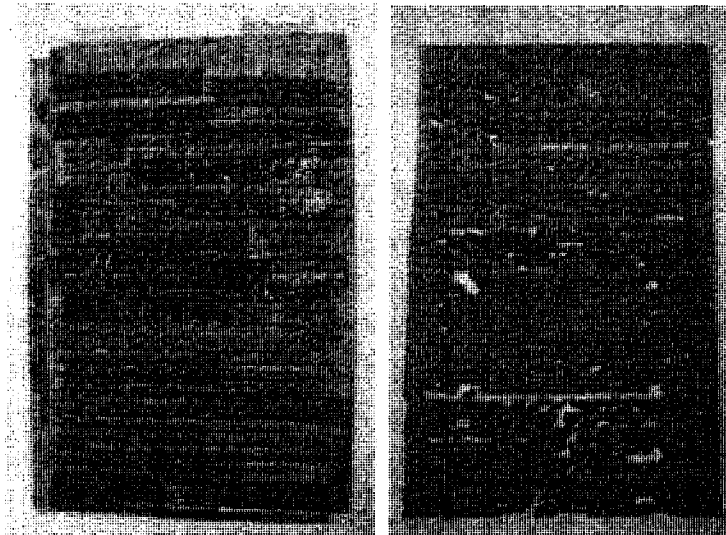
One flattening method uses moderate pressure drying between acid-free blotters. Careful monitoring eliminates bleeding ink and mold or fungus growth. Items are humidified after testing the solubility of the image.



Repair and Restore Paper Mending torn paper is an art form. It is

accomplished with a variety of materials depending on the paper's color, tone, condition, and weight. The length of the tears and the degree of embrittlement or fragmentation are also concerns. Kofile generally mends tears greater than 1/2" if the page is going to be encapsulated.

All of the materials utilized for mending are acid-free and reversible. Japanese paper and ethyl cellulose paste or Crompton tissue are used most often. Kozo paper, in natural and white finish, is commonly used because of its strength and transparent nature after application.



An 1848 Probate Record before and after treatment. The image to the right shows the page after deacidification, tape removal, and mending with archival Japanese tissue. The image above shows a Kofile conservator piecing the document together after the adhesive was reduced.

Filmoplast® may also be used for reinforcement of damaged sheets. Filmoplast® is a low-temperature, acrylic adhesive that bonds to Japanese Kozo paper. Kofile also constructs our own version of this material with acid-free tissue paper and Rhoplex liquid acrylic adhesive.

Mending strips are water cut so the edge of the Japanese paper visually integrates with the page without clashing aesthetically or historically with the original. Fragmented edges, folds, tears, cracks, voids, and losses are all mended in this fashion.

Deacidification

Deacidification is only performed after careful pH and compatibility testing. Kofile is equipped with multiple custom-built spray exhaust booths. All are routed through a HVAC system for optimum performance.

A commercially-prepared buffer solution is applied to both sides of the sheet with compressed air sprayer equipment (see right picture). The solution is non-flammable and non-toxic. The active ingredient, magnesium oxide, neutralizes acid and provides an alkaline reserve. This chemical is inert, safe, and does not degrade the sheet.

Once the buffer is applied, the paper's pH alters slowly. After de-acidification, random testing ensures an 8 pH with a deviation of no more than 2-4%.

Encapsulation

In archival encapsulation, the document is free floating. It is not adhered or heat set. The inherent static cling of polyester provides physical support and protection from use.

Kofile uses SKC SH725 PET polyester.

Polyester or Polyethylene Terephthalate (PET) is the most inert, rigid, dimensionally stable (*dimstab*), and strongest plastic film, otherwise known as Mylar® Type D or Melinex® 516. It is crystal clear, smooth, and has no odor. It will not distort or melt in case of fire.

Each sheet is encapsulated in a 2 or 3 mil patented polyester pocket: *Lay Flat Archival Polyester Pocket™*, US Patent #7,943,220 B1, 5/17/2011. This pocket welded closed on 3 sides and the binding process seals the fourth side with a static seal. Pocket dimensions match the 'book block' dimensions with a 1½" or 1¼" binding margin.



PROJECT METHODOLOGY

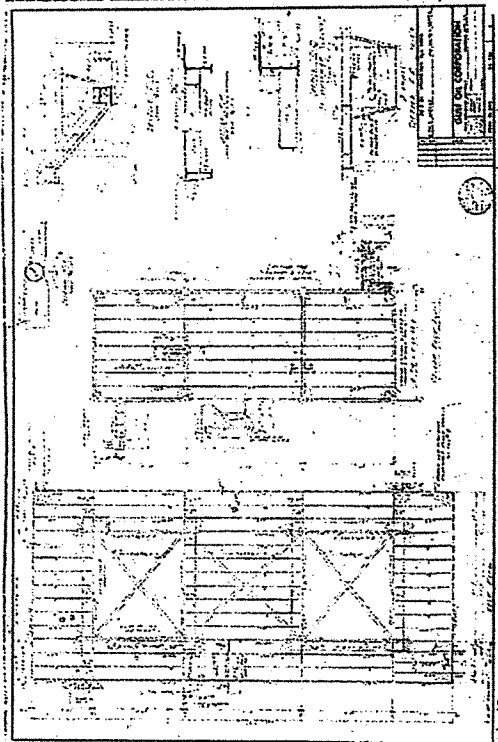
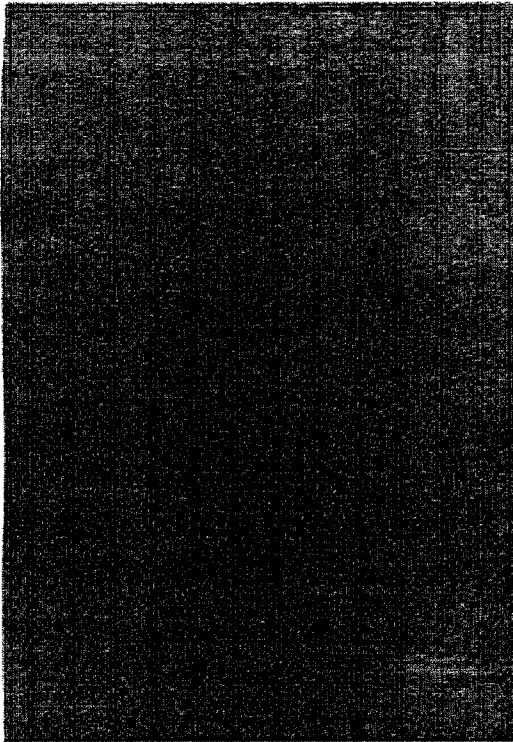
Kofile does not subscribe to the "scan it and forget it" philosophy. Many of our projects involve re-imaging projects that low-bid vendors initially attempted. With Kofile, ALL images are the highest quality and free of distortion and loss of information. Domain specific knowledge is also a necessity. A vendor that does not understand permanent asset collections will address resource as disposable. Kofile will maintain data integrity, structure, order, and identification.

Imaging Overview

Images are captured at a minimum of 300 dpi at 256 bi-tonal or gray levels. This ensures the highest image quality for maps with poor contrast and difficult-to-read information. Images accumulate as Group IV bi-tonal images in a standard PDF format. Single-page images are stored in .001-.0nn (Page Numbers) extensions. Images are optimized and scaled for system output.

Image Capture

Kofile operates numerous high production/quality roll microfilm scanners: Wicks and Wilson aperture card, nextScan Eclipse™ and nextScan FlexScan™. All software is up to date, and the machines are regularly maintained. The systems align to use image density compensation, which adjusts quality settings for contrast, document sizes, and variable densities. The scanners scan any size microform (film or fiche) image.



Before (left) and After (right) Image Processing: Chevron Offshore Drilling Platform Schematic, 1980.

Available in custom sizes, a Reemay® strip or spunbond polyester is welded at the binding edge to offset the document's thickness and seal out atmospheric pollutants but still allow off-gassing. This allows for a flat book block and reinforces the binding for added strength and service. Also, to access the original sheet, the Pocket would not need to be cut.

Heritage Recorder Binder

Pockets are punched and volumes are hand-cased in books of 250 sheets or less. This may include *splitting books with large capacities into two volumes*. Kofile manufactures binder components on a per-book basis, sized to 1/4" incremental capacities. We punch sheets to all hole specifications and will repair/replace index tabs as necessary.

A post binding secures this volume, but the binding can also be sewn bound to meet client specifications. This binder cover is available in various colors in genuine leather, imitation leather, or canvas. Kofile can match existing books by manufacturing custom sizes, shapes, spines, colors, and lettering. Each binder features durable cover boards and a spine to support the pages' weight. All materials, including the cover boards and adhesives, are acid free.

Kofile manufactures binders solely utilizing lab-tested archival materials. All adhesives used in the construction of Kofile binders are acid-free and reversible. These adhesives are based on internally plasticized copolymers of vinyl acetate with ethylene, deputy male ate, or other suitable monomers, with a vinyl acetate monomer content of no more than 1%, and a minimum 6 pH .The metal mechanism and book block apron are constructed of stable corrosion-proof 316 stainless steel, which does not emit harmful gaseous pollutants like cold roll steel.



Title stamping is reviewed and approved in advance. It will follow the same format/style of the volumes pictured right. Tooling is performed with 23-karat gold foil. If errors are noted, Laurens County is notified to determine appropriate correction. Any changes are approved by the County.

SCOPE OF SERVICES

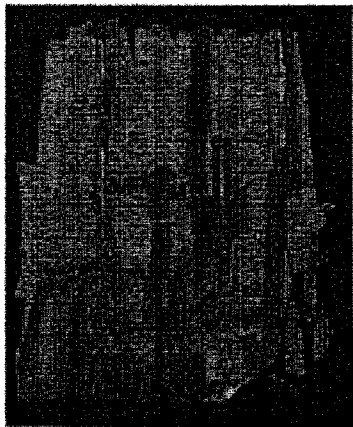
(PRV) Preservation

- **Log.** Create permanent log (noting condition, page order, characteristics, and treatments).
- **Clean.** Surface clean sheets to remove deposits. This includes dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants.
- **Conserve.** Remove repairs and fasteners, such as residual glues. Reduce adhesives to the furthest extent possible without causing damage to paper and inks.
- **Mend.** Mend tears with Japanese tissue. All materials are acid free and reversible. Sheets are also mended with either Japanese tissue and methyl cellulose adhesive, or archival acrylic based acid free and reversible heat set tissue such as Filmoplast®.
- **Stabilize.** Deacidify sheets after careful testing. Magnesium oxide deacidifies (or neutralizes) acid inks and paper by providing an alkalize reserve. Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.
- **Protect.** Encapsulate each sheet in a Lay Flat Archival Polyester Pocket™ composed of SKC Films, Skyroll SH72S® Mylar.
- **Bind.** Rebind in custom Heritage Recorder Binders with four hubs, gold-tooled spine, and roller shelf-compatible. They are available with options for customized imprinting and a County seal. Index tabs are repaired/replaced as necessary.
- **Document.** A dedication and treatment report is included in the binders.
- **Quality Control.** Final quality check with reference to original log.

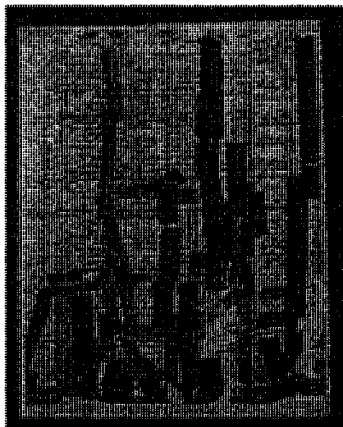
(IM) Imaging

- Capture images at a minimum of 200 dpi at 256 gray levels, thus ensuring the highest quality for documents with poor contrast and difficult-to-read information. Gray-scale scanning techniques ensure optimum resolution for each page.
- Annotations are electronically added on the image to assist in record keeping.
- All images are certified. Each image is checked. We verify effectiveness and minimum legibility through rigorous and systematic quality control.
- Laurens County will receive one MASTER COPY (DVD or CD) and one COPY. Kofile can hold a security copy for safe keeping. We do not sell, distribute, or grant unauthorized access to the records.

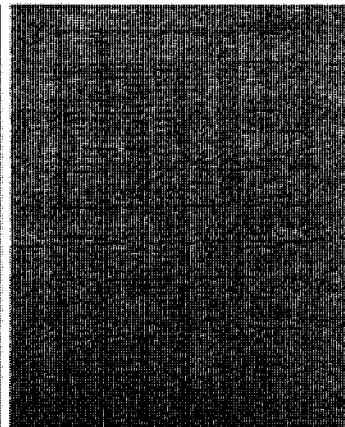
KOFILE TECHNOLOGIES



What would this image look like if imaged "AS IS?"



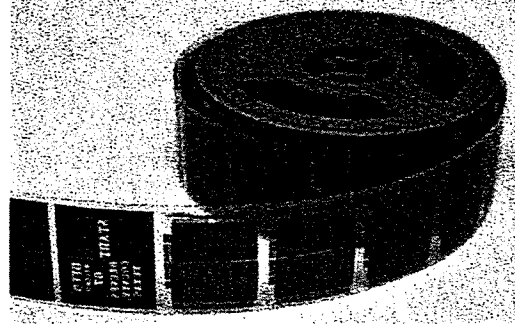
Imaging As Is—Tape Compromises Legibility



Document After Tape and Adhesive Reduction

Microfilm (MM)

- Create 35MM archival microfilm.



Kofile created security back-ups on microfilm from the newly processed images for the Grayson County Clerk. All microfilming procedures are archival quality and produced according to ANSI Standards. Books (typescript, manuscript, and Photostat) are captured on 16mm microfilm.

PROJECT PRICE QUOTE

Please note that all pricing is valid for 90 days.

LAURENS COUNTY CLERK OF COURT, SC PRESERVATION OF HISTORICAL VOLUME					
RECORDS SERIES TITLE	VOLUME	PRESERVATION	SCANNING	FILM	PRICE QUOTE
Deed Record	M	\$3,636.00	\$400.50	\$186.90	\$4,223.40

COUNTY ACCEPTANCE	
BY: _____ <i>(Signature of Authorized Official/Title)</i>	DATE: _____

Please let me know if you have any questions. We look forward to serving Southampton County, and to working together for the preservation and access of its public and historical assets.

Sincerely,

Brian Spearman

Brian Spearman
Kofile/RecordSave Division
Brian.Spearman@kofile.us

rmh

KOFILE TECHNOLOGIES

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Clerk of Court
DEPARTMENT NAME

518
DEPARTMENT NUMBER

100 Hillcrest Square Suite B
PHYSICAL ADDRESS
Laurens, SC 29360

P.O. Box 287 Laurens, SC 29360
MAILING ADDRESS

864-984-3538
TELEPHONE NUMBER

864-984-1023
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

518/Lynn W. Lancaster Clerk of Court Lynn W. Lancaster llancaster@co.laurens.sc.us
Department / Agency Director Name Title Signature E-mail Address

Fredna N. Butz Deputy Clerk Fredna N. Butz fbutz@co.laurens.sc.us
First Alternate Name Title Signature E-mail Address

Betty Ann Spires Junior Clerk Betty Ann Spires bspires@co.laurens.sc.us
Second Alternate Name Title Signature E-mail Address

GENERAL

FUND

DEPT. 519

COMMUNICATIONS (911)

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: 519 Communications (E-911 Operations)

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2016 Budget	Y-T-D	FYE 2018 Request
						12/31/16 Actual	
11000	Salaries	459,635	480,162	488,642	480,774	244,601	
11010	Part Time Salaries	7,336	1,750	817	15,000	8,024	15,000
13000	Overtime	124,410	102,253	115,853	122,167	70,543	122,167
27000	Advanced Drug Testing	0	25	350	250	25	250
33035	COG Mapping Agreement	0	0	0	500	0	500
33040	Charter Fiber Network	7,246	6,966	8,293	8,000	3,829	8,000
43068	Serv Cont-Mobile Radio	33,079	31,188	31,755	39,500	10,071	39,500
43075	Telephone Maintenance	6,856	42	0	6,900	1,875	6,900
43090	Vehicle Maintenance	1,105	2,014	1,313	2,200	515	2,200
44030	Copier Lease/Rental	3,690	3,754	3,580	4,000	1,569	4,000
53080	SLED NCIC Terminal	7,607	9,425	6,575	7,500	2,843	7,500
53090	Telephone	36,202	40,526	32,959	39,000	13,043	39,000
53092	1-800 Emergency Line	10,541	4,567	6,471	10,000	976	6,000
56050	Memberships/Dues	411	685	685	750	0	750
57080	Training	3,087	2,626	2,676	3,500	1,879	3,500
57092	Travel/Per Diem	2,498	1,009	2,486	2,000	1,664	2,000
61040	Computer Supplies	890	1,086	728	1,000	821	1,000
61400	Copier Supplies	452	966	988	1,000	393	1,000
61700	Office Supplies	5,572	4,290	4,041	4,250	2,117	4,250
61800	Postage	742	624	551	700	116	700
61810	Road Signs	10,269	9,371	7,924	11,000	2,072	11,000
61850	Uniforms	474	448	452	500	0	500
61900	Vehicle Supplies	1,467	1,201	1,085	1,000	1,047	1,000
61910	Vehicle Fuel	8,411	7,139	4,302	7,500	1,703	7,500
74300	Office Furniture	456	641	960	1,000	555	1,000
*89001	GIS Software Maintenance	16,984	17,483	16,983	17,500	17,233	17,500
89002	Plotter 800 Maintenance	229	0	0	1,000	0	1,000
89003	GIS Server Supplies	1,040	645	250	2,500	22	2,500
89004	800 MHZ WT User Fee	1,048	709	415	1,500	0	1,500
89005	GIS Contractual Service	84,829	93,668	88,964	100,000	4,190	100,000
	Subtotal Salaries	591,381	584,165	605,313	617,941	323,168	137,167
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	245,185	241,098	224,789	274,550	68,558	270,550
	TOTALS	836,566	825,263	830,101	892,491	391,726	407,717

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Communications
DEPARTMENT NAME

519
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
519 - 61040	1,000	2,000	Increase Computer Supplies with funds from 519-53092

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
519 - 53092	10,000	6,000	Budget Cleanup move 1,000 to account 519-61040 Computer Supplies

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT Communications DEPARTMENT NUMBER 519

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
4 Full Time	Dispatchers Employee Benefits	\$ 23,795.20 \$ 7,000.00	In order to implement Emergency Medical Dispatch in the 911 Center There will be a need for more additional personnel. Using Emergency Medical Dispatch software and training Allows 911 Dispatchers to give pre-arrival instructions for medical calls that are high risk calls. These protocols requires the dispatcher to stay on the phone with the caller until it is dispatched. With the present call volume in the 911 center WITHOUT the additional personnel Emergency Medical Dispatch protocol will be unable to maintain requirements
			This is the 4th year of requesting 4 new employees to implement Emergency Medical Dispatch a protocol to give pre-arrival instructions such as CPR until EMS or First Responders arrives on scene.
	FULL-TIME SALARY	\$ 30,795.00	
	PART TIME SALARY		
TOTALS		\$ 123,180.00	

ADDITIONAL POSITION REQUEST
 LAURENS COUNTY, SOUTH CAROLINA
 Budget for Fiscal Year 2018

DEPARTMENT Communications DEPARTMENT NUMBER 519

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
All Dispatchers that work night shift	.50 per hr shift premium to assist with retention of dispatchers	1,040.00 annually per employee that works night shift	<p>The shift premium will help to retain 911 trained dispatchers that work the night shift. This is the third year of this request. It has been proven at the Detention Center and with EMS a salary increase reduces turnover rate</p> <p>We have lost 8 employees that worked the night shift that left for jobs that paid more per hour. These were experienced 911 Telecommunicators. These employees left within a few weeks of each other within the last 15 months and we are still struggling to handle the call volume as we train new employees.</p>
	11 night shift employees employees		<p>I have had to move Administrative persons that are cross trained 911 dispatchers around to cover the vacancies in the 911 Center and this created issues on the admin side of my department with others having to do extra work and work after hours to stay caught up. Also it created an increase in OT because of the vacancies in the 911 Center</p>
	FULL-TIME SALARY		
	PART TIME SALARY		This is the third year that I have requested a shift premium to reduce turn over rate in the 911 Center
TOTALS		\$ 11,440.00	Total 911 Department annual salary increase will be \$ 11,440.00

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Communications
DEPARTMENT NAME

519
DEPARTMENT NUMBER

321 S Harper Street
PHYSICAL ADDRESS

P.O. Box 1396
MAILING ADDRESS

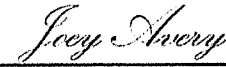
864-984-0812
TELEPHONE NUMBER

864-984-0900
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Joey Avery

Dir



javery@co.laurens.sc.us

Department / Agency Director Name

Title

Signature

E-mail Address

Tavi Hughes

Admin Assist



thughes@co.laurens.sc.us

First Alternate Name

Title

Signature

E-mail Address

Second Alternate Name

Title

Signature

E-mail Address

GENERAL

FUND

DEPT. 521

CORONER

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 521 Coroner

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	55,736	54,732	55,508	57,993	26,813	
11015	Per Call Pay	13,606	13,599	13,296	18,100	6,637	
21060	Uniform Allowance	0	1,000	1,000	1,500	500	
27000	Advanced Drug Testing	25	90	25	75	0	75
33030	Autopsies	51,949	57,538	48,031	60,000	35,624	65,000
43090	Vehicle Maintenance	3,947	3,395	2,481	3,500	498	3,500
44030	Copier Lease/Rental	1,240	1,136	924	1,400	361	1,400
53010	Cell Phone	1,494	1,378	1,541	1,500	672	1,500
53040	Internet	70	70	66	150	0	0
53070	Pagers	220	0	0	0	0	0
53090	Telephone	2,650	2,630	2,248	2,500	1,104	2,500
56050	Memberships/Dues	100	575	200	700	75	700
57080	Training	2,112	2,362	1,711	3,600	629	3,600
61500	Department Supplies	8	342	223	500	0	500
61700	Office Supplies	1,551	2,115	1,784	3,000	755	3,000
61900	Vehicle Supplies	1,884	1,270	1,035	750	0	750
61910	Vehicle Fuel	5,983	3,948	2,895	4,500	1,322	4,500
74100	Equipment	0	0	961	1,500	0	1,500
	Subtotal Salaries	69,342	68,331	68,804	76,093	33,450	0
	Subtotal Benefits	0	1,000	1,000	1,500	500	0
	Subtotal Operating	73,233	76,849	64,124	83,675	41,040	88,525
	TOTALS	142,575	146,180	133,929	161,268	74,990	88,525

add \$12,500. Professional services per N. Nichols.

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Coroner's Office

DEPARTMENT NAME

521

DEPARTMENT NUMBERINCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
33030	60,000	65,000	Greenville Pathology is increasing cost of autopsies from \$900 to \$1,100 Letter is attached
21060	1,500	2,500	cost has increased in caps, shirts, pants, etc.
Coroner Salary 11000	\$33,115.38	\$58,000.00	See Attachment
Chief Deputy Slary 11000	\$22,712.00	\$44,000.00	See Attachment
	Asst./Chief Deputy Coroner		

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)



8 Memorial Medical Court
Greenville, South Carolina 29605
tel. 864-295-3492
fax. 864-295-4817

December 13, 2016

Jackson H. McCarter, M.D.
Anatomic & Clinical Pathology
Immunopathology

Lawrence J. Minette, M.D.
Anatomic & Clinical Pathology
Forensic Pathology

Jesse R. Stafford, M.D.
Anatomic & Clinical Pathology
Cytopathology

Philip C. Van Hale, M.D., M.B.A.
Anatomic & Clinical Pathology
Hematology & Hematopathology
American Board of Internal Medicine

Michael E. Ward, M.D.
Forensic Pathology
Anatomic Pathology

Elizabeth M. Bailey, M.D.
Anatomic & Clinical Pathology
Dermatopathology

Meri C. Guerry, M.D.
Anatomic & Clinical Pathology
Blood Banking/Transfusion Medicine

C. Michael Wolff, M.D.
Anatomic & Clinical Pathology
Cytopathology
Pediatric Pathology

David P. Schammel, M.D.
Anatomic & Clinical Pathology

Samuel R.W. Horton, M.D.
Anatomic & Clinical Pathology
Dermatopathology

James W. Fulcher, M.D.
Anatomic & Clinical Pathology
Forensic Pathology

Robert A. Farrar, Jr., M.D.
Anatomic & Clinical Pathology
Cytopathology

Jennifer B. Knight, M.D.
Anatomic & Clinical Pathology
Hematopathology

Allison M. Young, M.D.
Anatomic & Clinical Pathology

Robert Kirk Baston, M.D.
Anatomic & Clinical Pathology
Blood Banking/Transfusion Medicine

Haytham H. Dimashkeh, M.D.
Anatomic & Clinical Pathology
Cytopathology

Christina R. Carrick, M.D.
Anatomic & Clinical Pathology

Abbie L. Husman, M.D.
Anatomic & Clinical Pathology
Hematopathology

Luminita Rezeanu, M.D.
Anatomic & Clinical Pathology

Raveena Roddy, M.D.
Anatomic & Clinical Pathology

Christopher M. Simons, M.D.
Anatomic & Clinical Pathology
Dermatopathology

Nick Nichols, Coroner
Laurens County Coroner's Office
216 W Main Street, #114
Laurens, SC 29360

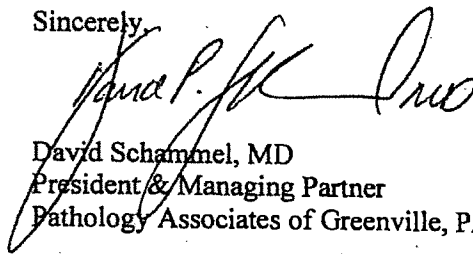
Dear Coroner Nichols:

For the past several years, it has been the pleasure of Pathology Associates of Greenville, through the efforts of Drs. Ward and Fulcher, to provide forensic pathology services to the people of Laurens County. We hope this has been as beneficial to you as it has been professionally interesting for us.

In order to continue the forensic services at the high standard as you have received in the past, Pathology Associates finds it necessary to raise the cost of this service. Beginning July 1, 2017, the costs for death investigative services will be as follows: Complete autopsy \$1,100.00. As always, Drs. Ward and Fulcher will be available for consultation on any cases you may have.

Thank you for your trust in Pathology Associates to provide expert forensic pathology services to Laurens County. We hope to be able to continue this valuable relationship well into the future.

Sincerely,


David Schammel, MD
President & Managing Partner
Pathology Associates of Greenville, PA

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT

Coroner

DEPARTMENT NUMBER

521

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	
	Administrative Asst.	\$18,000-\$22,000	In the normal course of a day, it is nearly impossible to keep up with every day duties that are required by funeral homes, death certificates, pathology authorization, cremation permits, DHEC, SLED, ILAB (forms have to be filled out and specimensmailed) Litigations from attorney's offices, insurance, and meeting with families.
			We need an admin. Asst in the office Mon-Fri, 9-5.
	FULL-TIME SALARY		
	PART TIME SALARY		
TOTALS		\$ -	

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Coroner's Office
DEPARTMENT NAME

521
DEPARTMENT NUMBER

216 W. Main St., Laurens, SC 29360
PHYSICAL ADDRESS

216 W. Main St., Laurens, SC 29360
MAILING ADDRESS

864-984-8804
TELEPHONE NUMBER

864-984-2540
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

F.G. "Nick" Nichols Coroner *Francis G. Nichols* nnichols@co.laurens.sc.us
Department / Agency Director Name Title Signature E-mail Address

Vickie Cheek Chief Deputy Coroner *Vickie Cheek* vcheek@co.laurens.sc.us
First Alternate Name Title Signature E-mail Address

Second Alternate Name Title Signature E-mail Address

Friday, February 24, 2017



Coroner Nichols -

We have put together our bid for completing the work required in your Evidence Room. Our bid is \$12,500. We estimate that it will take us 8-10 days. Our process in detail is listed below:

- We will match each evidence item to its corresponding case file, then list each item that will be disposed of and verify with your staff that the item is to be disposed.
- Listing each item to be disposed of will be done on a spreadsheet, noting the case number, a detail description of the item and the disposal method (biohazard, shred, pharmaceutical).
- Each item will be placed in a Biohazard Bag/Box and disposed of per DHEC standards, which includes disposal by a Medical Waste Disposal Company.
- All legal documents & financial records, such as credit cards, will be taken to a security shredding company for shredding and disposal. State/Federal Issued IDs/Licenses will be added to the case file.
- All pills and medicines requiring disposal will be treated as Pharmaceutical Waste and disposed of per DHEC standards, which includes disposal by a Medical Waste Disposal Company.
- All items not requiring shredding and not considered a pharmaceutical will be disposed of as biohazard material, so that it will be incinerated through the disposal process. Firearms will be cleaned of any biohazards, disinfected and left for disposal/disposition by SLED.
- We will load each Biohazard Box, Shredding Bag & Pharmaceutical Box into our company vehicles and remove from your premises at the end of each day.
- Our staff will follow all OSHA Standards with regards to personal protection equipment while handling biohazard materials, including gloves & respirators when required.
- Upon completion of removing all items requiring disposal, we will apply a hospital-grade disinfectant throughout the room and utilize odor neutralizer to dispense of any remaining odor.
- Once all of the Biohazard Boxes, Shredding Bags & Pharmaceutical Boxes are handed over to the appropriate disposal company, we will supply your office with all disposal documentation.

We understand that the work would not be started until sometime in/after July per your office's availability and timeline. Please don't hesitate to contact us with any questions.

Michael DuBois, Field Director

ESTIMATE



Laurens County Coroner's Office

Diligent Decon

4135 Timberlane Dr.
Columbia, SC 29205

Phone: (803) 220-4106
Email: CTS@DiligentDecon.com
Web: www.DiligentDecon.com

Estimate # 001371
Date 02/24/2017
Business / Tax # EIN 46-5412687

Description	Total
Biohazard/Pharmaceutical Waste Disposal	\$5,300.00
Shredding Services	\$100.00
Labor	\$6,400.00
Protective Gloves	\$100.00
Respirators	\$200.00
Disinfectant	\$100.00
Odor Neutralizer	\$300.00
	<hr/>
	Subtotal \$12,500.00
	Total \$12,500.00

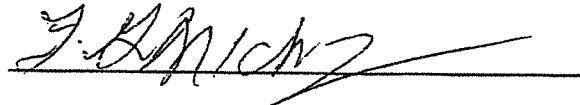
Estimates are based on current scene and property conditions and are valid for 14 days. Changes in the scene and property conditions can alter the original estimate.

Payment Due Within 7 Days From Invoice Date. \$25 Weekly Charge Applied Beyond 15 Days From Invoice Date, Per Service Agreement.

Cash, Check & Credit Cards Accepted. Mail Payment To Diligent Decon, 4135 Timberlane Dr., Columbia, SC 29205.

Important Notes To Consider:

- Any remaining clothing and linens not removed from the scene, should be washed as regular laundry to eliminate any odor that may result from a scene in which an extended period of time passed before cleaning could be performed.
- It is strongly recommended that any available fans and windows be opened for as long as possible in scenes that required us to apply an odor neutralizer in order to complete the neutralizing process. As a reminder, the odor neutralizer itself contains a citrus scent that will disseminate over time.
- In cases of Hoarder Property Remediation, we strongly encourage a standard overall cleaning of the property to reach a more healthy state for the property.

A handwritten signature in black ink, appearing to read "J. B. Michz", is written over a solid horizontal line.

Laurens County Coroner's Office

~~NEW CAPITAL LINE ITEMS~~
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018

*Professional
- SERVICE*

Attachment D

Coroner's Office

521

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
A M O U N T	D E S C R I P T I O N S (detailed)	Replaces existing equipment	Maintenance costs after first year
12,500.00	Biohazard/Pharmaceutical Waste Disposal Please see attached info sheet from Diligent Decontamination		
	Our evidence room is overflowing with molded boxes/materials, blood,		
	tissue, body parts, clothing, etc. that needs immediate attention to hire this reputable company to clear some of this evidence out.		
	One item not mentioned on their bid is picutres will be made of everything disiposed of.		

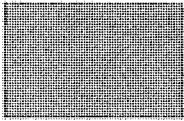
**GENERAL
FUND
DEPT. 523
DETENTION CENTER**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 523 Detention Center

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/2016 Actual	FYE 2018 Request
11000	Salaries	1,617,673	1,764,505	1,753,485	1,836,304	838,522	
11010	Part-Time Salaries	21,032	34,327	35,743	36,526	17,407	
13000	Overtime	108,657	87,427	90,985	103,003	56,943	
21050	Cell Phone Reimbursement	0	174	422	420	195	
21060	Uniform Allowance	2,000	2,000	1,500	2,500	1,000	0
27000	Advanced Drug Testing	935	580	665	1,000	125	1,000
30000	Professional Services	0	9,025	412	412	150	412
30200	State Trustee Program	0	0	2,130	3,000	860	3,000
33065	Physician & Medical Supplies	237,992	254,514	259,496	251,784	127,256	256,820
33090	Prisioner Transport	2,610	2,003	1,853	2,500	408	1,500
43072	Systems Maintenance	116,999	78,201	94,094	100,000	40,899	125,000
44030	Copier Lease	11,238	11,480	10,293	11,500	4,317	11,500
44040	Telephone System Lease	3,353	3,353	3,074	3,500	1,677	3,500
44060	Postage Meter Lease	0	186	62	800	310	800
53090	Telephone	44,681	45,836	49,191	50,000	19,898	50,000
56016	Juvenile Incarceration	19,925	14,850	30,725	17,500	7,250	17,500
57080	Training	25,045	22,259	23,205	25,000	12,179	25,000
61500	Dept. Supplies	52,794	46,396	41,943	42,000	14,441	42,000
61530	Laundry & Lnen	11,941	10,877	16,087	22,000	7,390	22,000
61540	Janitorial Supplies	27,980	13,455	17,102	20,000	7,919	20,000
61545	K-9 Program Supplies	0	1,601	2,673	1,000	597	1,000
61700	Office Supplies	12,862	12,915	12,357	12,000	7,545	12,000



**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 523 Detention Center

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/2016 Actual	FYE 2018 Request
61800	Postage	1,233	1,166	3,468	1,200	412	1,200
61850	Uniforms	18,300	15,351	11,495	15,000	7,694	15,000
61910	Vehicle Fuel	345	489	277	0	0	0
62000	Utilities	227,081	245,806	247,373	240,000	106,016	240,000
63000	Food/Provisions	384,627	328,716	319,349	320,000	49,594	326,000
86105	***SS Incentive Expenditures	0	0	4,443	0	0	0
80022	**SCAAP Grant Expenditures	488	60,363	2,458	1,500	75	1,500
80065	*Inmate Welfare	58,888	1,541	20,772	60,000	47,345	60,000
	Subtotal Salaries	1,747,362	1,886,259	1,880,213	1,975,833	912,872	0
	Subtotal Benefits	2,000	2,174	1,922	2,920	1,195	0
	Subtotal Operating	1,259,317	1,180,963	1,174,996	1,201,696	464,357	1,236,732
	TOTALS	3,008,679	3,069,396	3,057,132	3,180,449	1,378,424	1,236,732

**Expenses offset by Grant Revenues

* Inmate Welfare expenditures is offset with the Commissary and Phone revenue generated at the Detention Center. These funds can only be utilized for Inmate Welfare and the balance is posted to the Fund Balance Reserves at the end of each fiscal year.

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Detention Center

DEPARTMENT NAME

523

DEPARTMENT NUMBER**I N C R E A S E**

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)
110-523-42000-33065	251,784	256,820	2% annual contract increase
110-523-42000-43072 *Attaching quote from Trane	100,000	125,000	Gas pack units on roof - GP 1,2,3,4 these packs are 21 years old
110-523-42000-63000	320,000	326,000	Vendor increase/population increase

D E C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)
110-523-42000-21060	1500	0	Removed by new administraton
110-523-42000-33090	2500	1500	Decreasesd usage of account



Prepared For:
Bryan McGucken

Date:
February 2, 2017

Job Name:
Johnson Detention Center RTU Replacements

Proposal Number:
1904077

Delivery Terms:
Freight Allowed and Prepaid – F.O.B Factory

Payment Terms:
Net 30

Proposal Expiration Date:
30 Days

Scope of Work

“Scope of Work” and notations within are based on the following negotiated scope of work with Officer Bryan McGucken and based on the site surveys performed on 4/29/2015.

Equipment List (existing)

Equipment	Qty	Manufacturer	Model Number	Asset Tag
Rooftop Unit	1	York	D3CG120N16525B	GP1
Rooftop Unit	1	York	D3CG120N16525JSB	GP2
Rooftop Unit	1	York	D6CG060N07	GP3
Rooftop Unit	1	York	D6CG048N09925BDA	GP4

Turnkey Installation of HVAC Equipment

- Recover refrigerant from the existing units and dispose of per EPA regulations.
- Remove and dispose of the existing rooftop units per EPA regulations.
- Furnish and install new Trane rooftop units to match tonnage of the existing units listed above. See product details below.
- Furnish all required crane, rigging and permits.
- Furnish and install gas piping including new shutoff valves and gas regulators.
- Existing power wiring will be reconnected to new factory disconnect switches.
- Furnish and install a new zone temperature sensor for each unit and reconnect thermostat wire.
- Furnish and install communication boards as necessary for communication with the existing Tracer ES controls.
- Provide all controls labor for setup and programming the Tracer ES server.
- Provide all labor for configuring new RTU graphics for the Tracer ES server.
- All installation to be performed by Trane factory technicians.
- Comprehensive factory startup to be performed by Trane technicians.
- Includes one (1) year parts and labor warranty.
- Includes five (5) year compressor parts warranty.
- Pricing includes all freight and applicable taxes.



Product Data

Tag Data - 3-10 Ton R410A PKGD Unitary Gas/Electric Rooftop (Qty: 4)

Item	Tag(s)	Qty	Description	Model Number
A1	GP1, GP2	2	10 Ton R410A PKGD Unitary Gas/Electric	YSC120F3RMA-- 00000000000000000000000000000000
A2	GP3	1	5 Ton R410A PKGD Unitary Gas/Electric	YSC060E3RMA-- 00000000000000000000000000000000
A3	GP4	1	4 Ton R410A PKGD Unitary Gas/Electric	YSC048E3RHA-- 00000000000000000000000000000000

Product Data - R410A PKGD Unitary Gas/Electric Rooftop All Units

- DX cooling, gas heat
- Standard efficiency
- Medium gas heat (A1 & A2)
- High gas heat (A3)
- Convertible configuration
- Major design sequence
- 208-230/60/3
- Microprocessor controls
- Through the base electrical
- Factory disconnect switches
- Dry bulb economizer 0-100% w/o barometric relief
- Lontalk(R) communication interface
- Zone temperature sensor
- 1st Year whole unit parts warranty
- 1st Year whole unit labor warranty
- 2nd – 5th Year compressor parts warranty

Proposal Notes/ Clarifications

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays).
- Proposal does not include "Premium Time" or Price Contingency therefor.
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval.
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors.
- Asbestos or hazardous material abatement removal shall be performed by customer if applicable.
- New smoke detectors and/or connections to a fire alarm system are not included.



Pricing and Acceptance

Bryan McGucken
 Laurens Detention Center
 154 Templeton Road
 LAURENS, SC 29360

Site Address:
 Laurens Detention Center
 154 Templeton Road
 Laurens, SC 29360

Price

- Option A – Replace all four units.....\$47,990
 - Option B – Replace two units closest to parking lot.....\$22,715
 - Option C – Replace two units furthest from parking lot.....\$28,840
 - ADD for Condenser Coil Hail Guards.....\$184 per unit
- All pricing options include all taxes & freight.

Respectfully submitted,

Jim Cree
 Jim Cree
 Trane U.S. Inc.
 (864) 672-6151

ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Installation). We value the confidence you have placed in Trane and look forward to working with you.

Submitted By: Jim Cree	Cell: (864) 270-3328 Office: (864) 672-6151 Proposal Date: February 2, 2017
CUSTOMER ACCEPTANCE	TRANE ACCEPTANCE
Laurens Detention Center	Trane U.S. Inc.
Authorized Representative	<i>Jim Cree</i> Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order	Signature Date
Acceptance Date:	

**TERMS AND CONDITIONS – COMMERCIAL INSTALLATION**

"Company" shall mean Trane U.S. Inc..

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.

2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.

3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.

4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.

5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.

6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.

7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.

8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.

9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.

10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.

11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.

12. **Pre-Existing Conditions.** Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or



fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

13. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

14. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up. Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.

20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits



If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. **Commencement of Statutory Limitation Period.** Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. **General.** Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. **Equal Employment Opportunity/Affirmative Action Clause.** Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. **U.S. Government Work.**

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.


25. **Limited Waiver of Sovereign Immunity.** If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(0316)
Supersedes 1-26.251-10(0614)

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

<u>Detention Center</u> DEPARTMENT NAME	<u>523</u> DEPARTMENT NUMBER
<u>154 Templeton Rd</u> PHYSICAL ADDRESS	<u>PO Box 329</u> MAILING ADDRESS
<u>864-683-4055</u> TELEPHONE NUMBER	<u>864-683-4060</u> FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

<u>Don Reynolds</u> Department / Agency Director Name	<u>Sheriff</u> Title	<u></u> Signature	<u>dreynolds@laurenssheriff.com</u> E-mail Address
<u>Kathy Tucker</u> First Alternate Name	<u>Captain</u> Title	<u></u> Signature	<u>ktucker@laurenssheriff.com</u> E-mail Address
<u>Tracy Miller</u> Second Alternate Name	<u>Chief of Operations</u> Title	<u></u> Signature	<u>tmiller@laurenssheriff.com</u> E-mail Address

GENERAL
FUND
DEPT. 524
E 9-1-1

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 524 E 9-1-1 (Subscriber)

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	174,827	154,505	158,520	178,303	74,074	
27000	Advanced Drug Testing	250	200	125	150	0	150
43015	Call Check Maintenance	2,981	3,258	437	3,400	2,836	0
43045	Headset Repair/Replacement	0	1,423	1,396	1,600	1,047	1,600
43065	911 Office Internet/ WIFI	628	311	311	1,000	186	1,000
43067	Recorder Maintenance	12,192	12,412	13,033	13,000	13,000	16,400
43090	Vehicle Maintenance	1,076	609	1,017	500	0	500
43095	Work Station Maintenance	25,071	24,383	24,584	24,000	17,103	34,000
53090	Telephone	167,824	179,774	164,047	165,000	68,999	155,000
53093	911 Dir. Telephone	982	984	957	1,200	80	1,200
54050	E-911 Public Awareness	2,218	2,815	2,885	3,000	440	3,000
57080	Training	541	3,067	2,708	3,000	0	3,000
61040	Computer Supplies	399	921	1,257	1,000	571	1,000
61400	Copier Supplies	1,098	214	990	1,000	681	1,000
61700	Office Supplies	1,598	903	1,748	1,200	909	1,200
61775	Plotter Paper Supplies	323	249	400	500	500	500
61800	Postage	336	384	387	500	298	500
61875	Uninterrupted Power Supply	1,850	0	1,850	1,500	1,500	1,850
61900	Vehicle Supplies	231	1,398	632	1,500	350	1,500
61910	Vehicle Fuel	2,056	1,818	1,792	1,500	677	1,500
74100	Wireless Telephone Lines	4,518	6,734	4,665	6,000	0	6,000
74120	CAD Lease Purchase	3,075	30,012	119,000	119,000	0	119,000
74320	CAD Annual Maintenance	18,093	24,181	20,000	20,000	349	20,000
	Subtotal Salaries	174,827	154,505	158,520	178,303	74,074	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	247,340	296,050	364,220	369,550	109,526	369,900
		422,167	450,555	522,740	547,853	183,600	369,900

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

911

524

DEPARTMENT NAME

DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
524-43067	13,000	16,400	Take two line items to combine for the purpose to make line item accurate for Recorder Maint / Cleanup budget line items
524-61875	1,500	1,850	Due to increase for annual maintenance of UPS system that powers 911 Equipment in transition to emergency generator during power outages
524 - 43095	24,000	34,000	Increase in Annual Work Station Maintenance move funds from 524-53090

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
524 - 43015	3,400	0	Combining line items to clean up budget
524 - 53090	165,000	155,000	Clean up Budget move to account 524-43095 to cover the increase of Annual Work Station Maintenance

NEW CAPITAL LINE ITEMS
 LAURENS COUNTY, SOUTH CAROLINA
 Budget for Fiscal Year 2018

911	524
DEPARTMENT NAME	DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
470,000	<p style="text-align: center;">To upgrade the radio equipment system in the 911 center.</p> <p>The electronics bank and all radio hardware were installed</p>	YES	TBD
	in the communications center in approximately 1993. We can no longer get replacement electronic parts if needed. With equipment failure the system		
	would be down and inoperable and we have no communications with first responders.		
	Fourth Year of Requesting replacement / upgrade of this equipment		
60,000	<p style="text-align: center;">For design and equipment cost to assist with communications</p> <p>upgrades for first responders inside ZF Transmission for calls for service</p>	No	TBD
	These projected cost can be leased for 5 years with annual payments		

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

911

524

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
A M O U N T	D E S C R I P T I O N S (detailed)	Replaces existing equipment	Maintenance costs after first year
78,000	Emergency Medical Dispatch software and training Allows 911 Dispatchers to give pre-arrival instructions for medical calls for high risk calls . Fourth Year of Requesting this program for Impementation	No	4,800
11,000	Complete Rework of cable trays / and cables on 911 consoles Detailed cleaning and preventive maintenance on 911 consoles	No	None
15,000	7 - New Heavy Duty Ergonomic Chair for the 911 Center. The present chairs are approximately 12 years old and need to be replaced.	Yes	None
	ALL ITEMS LISTED ABOVE WILL BE ELIGIBLE FOR 80 % REIMBURSHMENT FROM THE STATE WITH PROOF OF PAYMENT		
104,000	Total Capital Request		

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

911
DEPARTMENT NAME

524
DEPARTMENT NUMBER

321 S Harper Street
PHYSICAL ADDRESS

P.O. Box 1396
MAILING ADDRESS

864-984-0812
TELEPHONE NUMBER

864-984-0900
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Joey Avery	Dir		javery@co.laurens.sc.us
Department / Agency Director Name	Title	Signature	E-mail Address

Tavi Hughes	Admin Assist		thughes@co.laurens.sc.us
First Alternate Name	Title	Signature	E-mail Address

Second Alternate Name	Title	Signature	E-mail Address
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GENERAL

FUND

DEPT. 526

EMERGENCY MANAGEMENT

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: 526 Emergency Management

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Request
						12/31/2016 Actual	
11000	Salaries	28,723	28,762	17,337	29,455	0	29,455
30000	Professional Services	0	0	3,082	3,000	0	
43085	Tornado Siren Maint/Repair	3,204	1,402	0	14,500	0	14,500
44010	Rent/Lease Equipment	3,143	3,344	4,549	2,000	2,002	4,000
44040	Telephone System Lease	1,358	1,900	389	3,800	0	3,800
53090	Telephone	1,861	3,271	1,318	5,000	678	3,000
56050	Memberships/Dues	0	484	0	500	0	500
57080	Training	1,326	1,111	1,623	2,500	652	2,500
57091	Travel	964	1,408	1,537	1,500	841	1,500
61502	Incident Supplies	2,593	6,457	1,270	3,000	603	3,000
61700	Office Supplies	3,502	3,140	6,650	3,500	1,621	3,500
61800	Postage	164	0	31	200	0	200
61850	Uniforms	280	256	198	300	0	300
61910	Vehicle Fuel	12	25	0	1,000	0	1,000
74100	Machines/Equipment	500	231	0	500	0	500
80027	Grant Expenditures	13,237	0	1,037	35,680	0	35,000
80027	LEMPG Grant Expenditure	14,000	0	0	14,000	24,185	
80059	FEMA Grant Expenditures	0	30,078	36,607	30,000	0	30,000
80053	Hazmat Expenditures	45,684	0	0	9,500	0	9,500
	Subtotal Salaries	28,723	28,762	17,337	29,455	0	29,455
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	91,828	53,107	58,291	130,480	30,582	112,800
	TOTALS	120,551	81,869	75,628	159,935	30,582	142,255

*Anticipate 50% of salary and cell phone charges to be reimbursed by LEMPG grant.

Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018

526

Emergency Management

DEPARTMENT NAME

DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
526 - 44010	2000	4000	Rent / Lease
			Change line item to say Satellite Phone

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
526 - 53090	5000	3000	Telephone Allows Satellite Phone to have its own line item for payment with accurate line item cost

**GENERAL
FUND
DEPT. 527
FINANCE**

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Finance

527

DEPARTMENT NAME**DEPARTMENT NUMBER****INCREASE**

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
Salaries - 11000	\$ 124,477	\$ 188,553	Addition of Procurement Position Salary Increase for staff Payroll Clerk moved to Finance
Audit Services	\$ 42,000	\$ 60,000	Moved to Finance from Administration
Copier Lease	\$ 2,400	\$ 3,600	Correct appropriation for contract
Travel and Meetings	\$ 1,200	\$ 2,000	Training - Payroll Law updates
Office Supplies	\$ 4,500	\$ 6,000	Addition of payroll supplies
Postage	\$ 3,500	\$ 4,500	Addition of payroll dept





DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT Finance

DEPARTMENT NUMBER 527

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
			
New Position	Purchasing/ Buyer	\$32,000	Transition purchasing to Finance. New position per Administrator
	FULL-TIME SALARY		
	PART TIME SALARY		
TOTALS		\$ -	

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Finance
DEPARTMENT NAME

527
DEPARTMENT NUMBER

100 Hillcrest Square
PHYSICAL ADDRESS

PO Box 1788
MAILING ADDRESS

864-681-3171
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Lisa T Kirk
Department / Agency Director Name

Finance Director
Title


Signature

lkirk@co.laurens.sc.us
E-mail Address

Melissa Moody
First Alternate Name

Finance Clerk
Title


Signature

mmoody@co.laurens.sc.us
E-mail Address

Second Alternate Name

Title

Signature

E-mail Address

Lisa Kirk

From: Stewart Armstrong <SArmstrong@harriscomputer.com>
Sent: Monday, January 23, 2017 10:54 AM
To: lkirk@co.laurens.sc.us; janderson@co.laurens.sc.us
Subject: ADS Hosted
Attachments: ADS.pdf

Lisa, here is what I propose to get you guys moved over to our ADS hosted environment. You currently have a signed agreement for \$5800 to have the new DeliveryPoint put on a new server. I would submit a change order so that we will transition that agreement to cover the remainder of the year on ADS hosted and the cost of moving there.

Then there would also be an agreement to sign so that you will pay \$9900/year for 15 users on ADS. This would start at your next maintenance renewal. This will also note that you will no longer need server assistance or DeliveryPoint maintenance, so those lines would be removed from the upcoming maintenance (~\$6500). This makes your yearly increase only \$3400/yr.

I have attached a sheet that you can show to your admin when you discuss it. I think this is a very good path for you. Please let me know if you have any questions!

Thanks,
Stewart

COST would be \$3400/YR



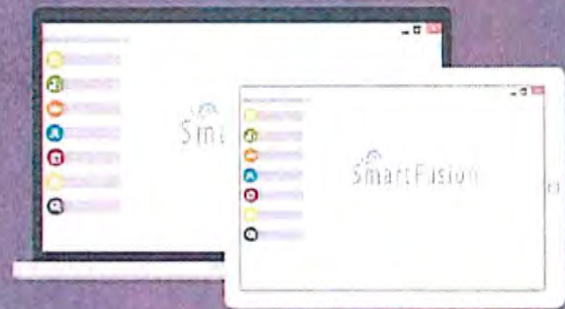
SmartFusion // Application Delivery Services

“ Save an average of \$8,000 with ADS! ”

SmartFusion Application Delivery Services is a subscription based platform for the distribution, management and monitoring of SmartFusion from our secure Tier 3 Data Center. The use of a data center is essential in any enterprise technology strategy and is central to today's IT initiatives which include minimizing downtime, threat prevention and infrastructure consolidation. Other objectives achieved with an outsourced data center service include energy efficiency, disaster recovery and data preservation.

Benefits

- Lower Total Cost of Ownership (TCO)
- Faster support resolution
- Built in business continuity (99.999% uptime)
- Secure and private
- Managed backups
- iPad, Android and laptop accessible
- Automated Updates
- Zero hardware investment



ADS Services Include

- Cloud Computing/Virtual Services
- Colocation
- Off-site Backups and Archiving
- Disaster Recovery
- Standards Compliance
- Server Management
- Shared SAN Storage
- Firewall
- Load Balancing
- Dedicated Network Services
- Managed Network Security
- Migration Services

Technical Details

Datacenter

- SSAE-16 Type II compliant
- SOC II & SOC III compliant
- PCI-DSS & adherence to Gramm, Leach, Bliley
- Adherence to HIPAA & FDA Compliance
- Exceeds in CPU, Network, RAM & Disk performance

Availability

- Fully redundant N+2 Data Center
- Layers of Power, HVAC & Internet redundancy
- Fully redundant N+2 Virtual Platform



Date: 2/9/2017
Contract#: MJT-S3F9P7
Effective To: 2/28/2017
Prepared By: Molly Towe

This understanding between Laurens County Government at 100 Hillcrest Square, Laurens SC 29360 ("Purchaser") and Computer Software Innovations, Inc. at 2429 Military Road Suite 300, Niagara Falls, NY 14304 ("Harris") confirms the purchase of the following licensed software products and/or services:

Qty	Item	Price	Ext Amount
1	SmartACA Integrity Data (Annual Fee) - 1000 employees	\$4,690.00	\$4,690.00
		Total	\$4,690.00
SOFTWARE LICENSES:			
1	SmartACA Interface w/IB	\$1,250.00	\$1,250.00
		Total SOFTWARE LICENSES:	\$1,250.00
PROFESSIONAL SERVICES:			
	Application Consulting		
1	SmartACA Implementation and Consulting - SF	\$950.00	\$950.00
		Subtotal	\$950.00
		Total PROFESSIONAL SERVICES:	\$950.00
		TOTAL:	\$6,890.00
		ANNUAL MAINTENANCE & SUPPORT:	\$275.00

5 Months of Integrity Data Cloud Service (2/1/2017 to 06/30/2017)

Service will need to be renewed on 7/1/2017

Immediately thereafter the 1st Years Annual Maintenance Fee Period, subsequent Annual Maintenance Fees will be calculated at the then current Harris rate.

All charges are exclusive of out-of-pocket expenses for services performed. Charges for actual and reasonable out-of-pocket expenses, including but not limited to travel and lodging expenses, will be billed monthly as accrued.

Quote does not include applicable sales tax. If the Purchaser is Tax Exempt, a Tax Exemption Certificate (or other documentation) must be provided with this signed Contract. Otherwise, applicable sales tax will be applied at the time of billing.

Liba → Req'd as part of ACA
 please create a new "line item" entitled "ACA* reporting in all funds (prorate?) SSI-GF. Be sure to budget for FY 18. Last at other vendors for FY 18.

AGREEMENT TERMS AND CONDITIONS:

1. Definition

a. Software Applications "Software Applications" are the computer programs explicitly listed above in the section titled "Software Products" and those indicated using initials by the Purchaser in the section titled "Software Options."

2. Payment Terms

Order will be processed with the return of signed contract and an initial payment of 50% of the total software, professional services, hardware, and customizations as outlined above. Orders will not be processed until both of these two requirements are satisfied.

The remaining fees for the Software Applications shall be invoiced after delivery (CD-ROM or Electronic Transfer) to Purchaser and due thirty (30) days from the date of invoice.

License Transfer Fees, if applicable, shall be invoiced at the start of the project and due in thirty (30) days.

Professional Services and any applicable travel and lodging expenses, shall be billed monthly as the work is performed.

State Taxes are applicable on prices listed. If the Purchaser is Tax Exempt, a Tax Exemption Certificate must be provided with this signed Contract.

3. Delivery Media Type: CD-ROM or Electronic Transfer

4. Delivery Schedule

The parties will agree upon an appropriate training, project, and delivery schedule based on, among other things, the modules in respect of which training is required and the skills and availability of both the Purchaser and Harris staff members.

5. Data Conversion

The success of a data conversion is based on the format and quality of the input data. Unless otherwise indicated, conversion is strictly limited to non-dollar amounts. A typical utility billing conversion includes information such as names, addresses, phone numbers, and services. Only information explicitly listed in this document will be converted. Initial cost estimates for conversion are included in system pricing proposals but these are only estimates until inspections or sample data can be examined to verify data formats and data integrity. Only then can accurate conversion costs be established. Any costs associated with obtaining the data from the existing vendor are the responsibility of the Purchaser. Sample data shall be provided in standard fixed length format with ASCII display characters only. Data must be on a media formats readable by Harris. File layouts must include: record size, field length, field starting and ending points, field name, field type, data field description. Our acceptable file formats are listed below:

- Microsoft SQL Server database
- Microsoft Access database
- Visual FoxPro/DBase (DBC/DBF)
- Excel Spreadsheets - with flat data (one record per row/CSV)
- Delimited ASCII files (pipe "|" delimited preferred)

Where ever possible, the data extraction shall be done twice. The first extraction is to test and create the conversion tools. The second extraction is done when the implementation is ready to go live.

In the event a data re-conversion is required, for whatever reason, Purchaser will be billed at the original rate quoted above in the Conversion section of the Agreement.

60 Day Integrity Window - it is our goal to get your data right, thus you as a Client have 60 days from the first day of their Go Live to review data for any discrepancies. Items not contained within their source data are excluded. All items found after this 60-day window will be changed at a minimum charge of \$350.

6. Maintenance and Support Fees

Maintenance and Support fees ("MSF") include all program updates, enhancements and general releases that Harris makes available to the Purchaser as part of its regular software maintenance program. MSF does not include fees for any third party licenses or Harris services that may be necessary to perform a third party license upgrade. MSF also includes access to the Harris support hot line.

The initial maintenance amount will be billed on Discovery, which represents the start of services and the ability to obtain support. Payment is due upon receipt of invoice. Harris reserves the right to change maintenance and support fees..

Subsequent years' MSF shall be rendered at the beginning of each year in which services are to be furnished. Lapses in annual MSF and/or balances not paid over sixty (60) days will be monitored and will lead to denial of support, and upgrade privileges. In the event of a lapse, Purchaser will be subject to reactivation fees not to exceed 40% of the current annual MSF applied to each year of the lapse including partial year lapses plus the amount representing "the lapsed" MSF. The specific services provided by the technical support staff are outlined in the Harris Software Support Agreement Standard Guidelines.

7. Additional Customization(s)

The Purchaser and Harris have jointly reviewed the Software Applications and have determined that all items are adequate except as noted in the CUSTOMIZATIONS section. Additional customization(s) or report modifications not identified in this Agreement will be quoted as requested and billed at the hourly rate of \$175.00. Customizations and/or report modifications requested one year or more from the date of this agreement will be billed at the then current Harris hourly rate. No additional customizations will be undertaken without prior agreement by both parties on cost, scope of functionality, and the impact on the project schedule.

Twenty-two percent of any fees associated with any customization services will automatically be added to the Purchaser's MSF.

8. Forms

Purchaser agrees to use standard forms unless otherwise indicated. If purchaser does not order forms from Harris, forms must be approved by Harris Project Manager (named below in Section 15) before ordering. A Change Order may be issued to purchaser by Harris for any report modifications, which will be billed at a rate of one hundred-seventy-five dollars (\$175) per hour.

9. Professional Services

Additional professional services are available on-site or virtually. Virtual work is billed at \$175.00 per hour. On-site work is billed at \$1225.00 per day plus travel, travel time, lodging and per diem expenses. Work performed one year or more from the date of this agreement will be billed at the then current Harris rates. Help line support does not include training. New employees must be trained by Purchaser or by making arrangements with Harris.

In the event, Purchaser wishes to schedule any professional services on a Saturday; there is a \$250 surcharge. Application consulting and setup services may include but are not limited to: software installation, configuration, data validation, system setup, system balancing, interface setup, interface testing, process training, application training and business requirements gathering.

Scheduling: Harris will use its best efforts to select a mutually agreeable date for services. Cancellation or rescheduling of services must be done five business days or one calendar week prior to scheduled service date. A five hundred dollar (\$500) cancellation fee will be assessed for cancellations/rescheduling done outside of the time frame specified.

10. Travel and Lodging Expenses

Travel and lodging expenses will be billed in conjunction with any services work performed at the Purchaser's offices by Harris personnel. Lodging expenses will include hotel expenses and will only be charged if an employee is required to spend the evening. Travel expenses may include airfare if the employee is required to travel by air to reach the Purchaser's offices. Travel may include the cost of a rental car. If an employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate. Travel time will be charged for all onsite work at a rate of three hundred dollars (\$300) for up to three days and six hundred dollars (\$600) for four days or more onsite. When an employee is at or traveling to the Purchaser's offices, fifty-five dollars (\$55) per day will be charged to cover meals and incidentals. If an employee must travel on Saturday, Sunday, or a holiday, or is at the purchaser's office on a holiday, one hundred-ten dollars (\$110) per day will be charged to cover meals and incidentals.

Harris will use its best efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Purchaser.

11. Grant of License

Harris hereby grants Purchaser a nontransferable, nonexclusive, nonrefundable license under the terms of this Agreement to use the Software Applications on its equipment subject to the following:

- a. The Purchaser may not sublicense, rent, lease or assign the Software Applications.
- b. No license is given to Purchaser for the source code to the Software Applications. The Purchaser is expressly prohibited from reverse engineering, decompiling, or disassembling the Software Applications or from creating a derivative or modified copy of the Software Applications.
- c. Initial delivery of the Software Application shall be COTS ("Commercial off the shelf"). Purchaser is not relying upon any future product availability or functionality upon entering into the payment obligations under this Agreement

12. Performance by Customer

- a. Co-operation by Purchaser The Purchaser acknowledges that the success and timeliness of the implementation process shall require the active participation and collaboration of the Purchaser and its staff and agrees to act reasonably and co-operate fully with the Consultant to achieve the Completion of Services.
- b. Required Programs The Purchaser acknowledges that if the use of the Software requires that the Purchaser obtain and install additional software programs, then the Purchaser agrees that the acquisition of the additional software programs shall be at its sole cost and that the cost thereof is not included in the fees herein. The Purchaser further acknowledges that the operation of the Software requires the Purchaser's hardware to be of sufficient quality, condition and repair, and the Purchaser agrees to maintain its hardware in the appropriate quality, condition and repair at its sole cost and expense, in order to facilitate the achievement of Completion of Services.
- c. Project Manager The Purchaser shall appoint a project manager who shall work closely with Harris Staff to facilitate the successful completion of the implementation process and who shall be responsible for supervising the staff of the Purchaser and their co-operation with and participation in such process.

13. Warranty Disclaimer

Harris does not make, and hereby disclaims, any and all express and/or implied warranties regarding the services or any material provided by Harris to Purchaser pursuant to this agreement, including, but not limited to, warranties of merchantability, fitness for a particular purpose, and non-infringement, and warranties arising from a course of dealing, usage or trade practice. Further, Harris does not warrant that the Software Licenses will meet any exact user requirements, and that the software will operate error free or uninterrupted. In the event an error is discovered in one of the Software Applications currently covered by MSF, and the error is confirmed, Harris will make reasonable efforts to provide Purchaser with a correction.

It is acknowledged by the parties hereto that the Hardware provided by Harris to Customer pursuant to this Agreement was manufactured and delivered to Customer by a third party manufacturer and Harris is reselling it to Customer. As such,

Harris makes no warranties, express or implied, with respect to the Hardware, including, without limitation, their merchantability or fitness for a particular purpose. Any warranty Customer has with respect to the Hardware shall be solely provided by the manufacturer(s)."

14. Limitations on Liability

Purchaser agrees that Harris' liability hereunder for damages, regardless of the form of action, shall be limited to actual direct damages and shall not exceed the charges hereunder paid by Purchaser to Harris. Purchaser further agrees that Harris will not be liable for any other damages including consequential, incidental, special, exemplary damages, lost profits, failure to realize anticipated savings, data loss, loss of goodwill, business opportunities or reputation, economic loss or for any claim or demand by any third party, except a claim for patent or copyright infringement with respect to Licensed Software.

15. Change Order Process

With respect to any proposed changes to the Services defined by this Agreement, the parties will cooperate in good faith to execute Change Orders in respect thereof, and will not unreasonably withhold approval of such proposed changes. If either party causes or requests a change in the allocation of the resources of Harris applied to a task, changes in completion schedules for individual tasks or for overall implementation, and changes in staffing that require Harris to provide additional work hours, Harris may propose a change to cover the additional work effort required of it. Approval of any such proposed changes will not be unreasonably withheld (it being acknowledged that any such material changes may require modifications to the consideration paid, and timelines governing, the Services), and any disputes regarding changes shall be handled initially by discussions between the parties which will be convened in good faith by the parties to resolve any such matters in dispute.

The following individuals are authorized to sign off on change orders on the Purchaser's behalf:

Name: JonCaine Title: County Admin

Name: _____ Title: _____

The following individuals are authorized to sign off on change orders on Harris's behalf:

Jennifer Hartley - Director of Professional Services
Marcus Myers – Professional Services Manager
Scott Thomas – VP of SmartFusion

16. Cancellation Policy

In the event of cancellation of the Agreement by either party for any reason, Purchaser agrees to pay for all Software Applications delivered, any Professional Services rendered and T&L expenses incurred prior to the cancellation. Initial down payment of deposit is non-refundable. Purchaser must provide written notification to Harris if it wishes to cancel the Agreement.

Cancellation of any on-site Services by Purchaser is allowed for any reason if done in writing more than fourteen (14) days in advance of such Services. Cancellation by Purchaser with fourteen (14) days or less of scheduled on-site Services will be billed at fifty percent (50%) of the on-site fee, plus any non-recoverable costs incurred by Harris due to advance scheduling of travel. Additionally, Purchaser hereby acknowledges that cancellation of on-site Services means that such on-site Services will be rescheduled as Harris' then current schedule permits. Harris is not responsible for any delay in Purchaser's project resulting from Purchaser's cancellation of consulting. If additional services are required because the Purchaser was not adequately prepared for the on-site services, Harris will provide a Change Order to the Purchaser for the additional services.

17. Governing Law; Venue

This Agreement shall be governed by the substantive and procedural laws of the State of New York. Purchaser hereby

agrees to submit to the exclusive jurisdiction of, and venue in, the courts in the State of New York in any dispute arising out of or related to this agreement.

18. Entire Agreement

This Agreement shall constitute the entire agreement between the parties hereto with respect to the matters covered herein. Any modification or waiver of this Agreement is effective only if it is in writing signed by an authorized representative of the party to be charged. Provisions of a Customer purchase order or similar document are not applicable if they conflict with or add to the terms of this Agreement.

Purchaser: Laurens County Government (SC)

By: (No choice) [Signature] Date: 2/13/17

Title: County Admin

(forced to go with this vendor by vendor)

Purchaser's Project Leader:
Contact Name: _____
Contact Title: _____
E-mail address: _____
Phone #: _____

Purchaser's Accounts Payable Dept Information:
Billing Address: _____
Accounts Payable Contact: _____
Email Address: _____
Phone & Fax #: _____
Alternate Contact: _____

GENERAL

FUND

DEPT. 531

HEALTH DEPT

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 531 Health Department

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
44030	Copier Lease	1,280	818	15	0	0	
53090	Telephone	12,398	11,975	16,431	12,500	5,901	12,500
80040	Emergency Contingency	140	146	164	250	170	250
	Subtotal Operating	13,818	12,939	16,610	12,750	6,071	12,750
	TOTALS	13,818	12,939	16,610	12,750	6,071	12,750

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Health Department	531
DEPARTMENT NAME	DEPARTMENT NUMBER
93 Human Services Road Clinton SC 29325	93 Human Services Road Clinton SC 29325
PHYSICAL ADDRESS	MAILING ADDRESS
864-833-0000	864-833-6400
TELEPHONE NUMBER	FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Kandi Fredere	Administrator	Kandi Fredere	frederkc@dhec.sc.gov
Department / Agency Director Name	Title	Signature	E-mail Address
Renee Campbell	Business Manager	Renee Campbell	campberw@dhec.sc.gov
First Alternate Name	Title	Signature	E-mail Address
J Derek Moore	Finance	J Derek Moore	moorejd@dhec.sc.gov
Second Alternate Name	Title	Signature	E-mail Address

GENERAL

FUND

DEPT. 532

INSPECTIONS/PERMITS

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 532 Inspections/Permits

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	246,080	258,764	253,524	278,684	125,760	283,684
11010	Part-time Salaries	10,336	0	0	3,000	0	3,000
27000	Advanced Drug Testing	75	40	0	75	25	75
42110	Demolition and Cleanup	7,741	35,951	67,264	40,000	10,261	40,000
43020	Computer Software Maint	0	0	4,800	7,800	4,800	7,800
43090	Vehicle Maintenance	1,689	4,129	3,743	4,129	614	4,129
44030	Copy Machine Lease	2,640	4,183	3,986	3,700	2,086	3,700
44060	Postage Meter Lease	634	697	1,060	800	506	800
53010	Cell Phone	3,774	3,723	3,239	4,000	1,928	4,000
53090	Telephone	3,065	1,948	1,945	3,500	976	3,500
57082	Training	4,220	1,902	3,331	5,000	2,479	5,000
57090	Travel	2,659	3,837	3,629	3,500	1,659	3,500
61040	Computer Supplies	1,408	8,807	126	3,000	0	3,000
61700	Office Supplies	5,669	3,379	4,015	7,000	2,386	7,000
61850	Uniforms	0	4,429	2,413	5,000	1,994	5,000
61900	Vehicle Supplies	1,164	1,049	345	3,000	527	3,000
61910	Vehicle Fuel	15,357	13,068	9,527	13,000	4,223	13,000
	Subtotal Salaries	256,416	258,764	253,524	281,684	125,760	286,684
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	50,095	87,142	109,423	103,504	34,464	103,504
	TOTALS	306,511	345,906	362,946	385,188	160,224	390,188

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Building Codes

532

DEPARTMENT NAMEDEPARTMENT NUMBERINCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-632-42000-11000	278,684	287,004	Please see attachment

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Building Codes
DEPARTMENT NAME

532
DEPARTMENT NUMBER

100 Hillcrest Square, Suite C
PHYSICAL ADDRESS

Po Box 815 Laurens SC 29360
MAILING ADDRESS

864 984 6659
TELEPHONE NUMBER

864 984 1502
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

532 / Charles Bobo
Department / Agency Director Name

Building Official
Title

Charles Bobo
Signature

cbobo@co.laurens.sc.us
E-mail Address

Michael Haug
First Alternate Name

Codes Administrator
Title

[Signature]
Signature

mhaug@co.laurens.sc.us
E-mail Address

Madge Byrd
Second Alternate Name

Permit Clerk
Title

Madge Byrd
Signature

mbyrd@co.laurens.sc.us
E-mail Address

**GENERAL
FUND
DEPT. 533
LIBRARY**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 533 Library

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	393,924	357,850	363,201	372,504	172,485	
11010	Part Time Salaries	62,498	85,404	82,140	101,658	43,526	
27000	Drug Testing	125	75	250	0	0	0
30000	Professional Services	6,925	1,680	1,820	5,500	560	2,000
43010	Bookmobile Maintenance	3,067	3,500	2,900	3,500	1,097	2,500
43020	Computer Maintenance	38,218	39,058	40,715	40,000	10,603	40,000
43030	Equipment Maintenance	6,087	7,000	7,735	7,000	3,430	7,000
53090	Telephone	5,000	5,000	4,985	5,000	1,768	5,000
57092	Travel/Meetings	2,495	2,635	2,436	3,000	848	3,000
61015	Bookmobile Supplies	2,162	2,500	0	-	0	-
61500	Dept. Supplies	70,755	75,000	77,806	75,000	24,771	75,000
61700	Office Supplies	5,888	5,500	5,822	5,500	1,991	5,500
61725	Comp Equip/Workforce	0	0	4,942	9,000	2,302	9,000
61800	Postage	2,022	2,000	2,000	2,000	430	2,000
62000	Utilities	59,297	47,527	57,638	50,000	24,186	50,000
	Subtotal Salaries	456,422	443,254	445,341	474,162	216,011	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	202,041	191,475	209,049	205,500	71,986	201,000
	TOTALS	658,463	634,729	654,390	679,662	287,997	201,000

Revenue from SC Employment Commission designated for update of computer equipment. Rent collected is \$750/month.

Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018

Laurens County Library
DEPARTMENT NAME

533
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
none			

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
30000	5,500	2,000	Reduced because audit is part of county instead of independently billed
43010	3,500	2,500	Expenses should be less with new bookmobile

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Laurens County Library
DEPARTMENT NAME

533

DEPARTMENT NUMBER

1017 W. Main St., Laurens, SC
PHYSICAL ADDRESS

1017 W. Main St., Laurens, SC 29360
MAILING ADDRESS

864-681-7323
TELEPHONE NUMBER

864-681-0598
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Ann R. Szypulski
Department / Agency Director Name

Director
Title

Ann R Szypulski
Signature

annszyp@lcpl.org
E-mail Address

Charles M. Miller
First Alternate Name

Deputy Director
Title

Charles C Miller
Signature

cmiller@lcpl.org
E-mail Address

Veronica Hastings
Second Alternate Name

Collection Development Librarian
Title

Veronica Hastings
Signature

vhastings@lcpl.org
E-mail Address



Memo

To: Lisa Kirk

From: Ann Szypulski

Date: February 8, 2017

Attached is my 2017 budget request. Please note that while my latest print out from CSI indicates we still have over \$25,000 left in our computer budget, in May I will be billed almost \$18,000 from TLC for the software that runs the catalog, and our other library system functions. With that billing and our ongoing computer maintenance bills, I expect we will use up all or most of those funds.

Please let me know if you have any questions or comments.

LAURENS LIBRARY
1017 West Main Street
Laurens, SC 29360
864-681-7323 (READ)
Fax: 864-681-0598

Serving. Sharing. Supporting.

www.lcpl.org

CLINTON LIBRARY
107 Jacobs Highway
Clinton, SC 29325
864-833-1853
Fax: 864-833-9666

**GENERAL
FUND
DEPT. 534
MAGISTRATES**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 534 Magistrate

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	347,274	353,546	363,646	351,497	165,671	
11010	Part Time Salaries	23,582	29,158	29,409	23,768	8,766	
21040	Travel Allotments	5,665	5,173	4,322	4,800	1,671	
27000	Advanced Drug Testing	25	0	50	100	25	50
31050	Jurors	7,855	3,660	11,505	10,000	6,565	10,000
43030	Equipment Maintenance	22,572	22,958	23,060	25,000	22,500	
44030	Copier Lease	7,760	7,612	5,940	7,800	2,640	
53010	Cell Phone	384	588	702	500	468	
53090	Telephone	7,322	7,314	7,575	7,500	3,309	
56050	Memberships/Dues	1,014	50	1,180	1,000	1,010	4,000
57081	Training	695	1,520	1,764	2,500	345	3,000
57092	Travel/Meetings	842	2,997	1,633	6,000	3,253	6,000
61700	Office Supplies	3,334	5,140	4,372	6,000	1,929	6,000
61800	Postage	6,222	7,904	8,111	6,000	3,151	6,000
74100	Equipment	1,544	0	1,594	2,000	0	2,500
74300	Office Furniture	467	0	0	0	0	
	Subtotal Salaries	370,856	382,704	393,055	375,265	174,437	1
	Subtotal Benefits	5,665	5,173	4,322	4,800	1,671	0
	Subtotal Operating	60,036	59,743	67,485	74,400	45,195	37,550
	TOTALS	436,557	447,620	464,862	454,465	221,303	37,551

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

MAGISTRATE
DEPARTMENT NAME

534 MAGISTRATE
DEPARTMENT NUMBER

I N C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)
MEMBERSHIP/DUES 56050	1,000	2,000	NEW MAGISTRATE TO REPLACE RETIRED ONE
TRAINING 57081	2,500	6,000	TRAINING/SCHOOL FOR NEW MAGISTRATE
EQUIPMENT 74100	2,000	2,500	REPLACE OLD COMPUTERS

D E C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

MAGISTRATE

DEPARTMENT NAME

534

DEPARTMENT NUMBER

100 HILLCREST SQ SUITE G

PHYSICAL ADDRESS

PO Box 925

MAILING ADDRESS

984-681-5689

TELEPHONE NUMBER

864-681-0591

FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

534 / PAUL D. LYLES

Department / Agency Director Name

CHIEF MAGISTRATE

Title

Paul D Lyles

Signature

PLYLES@CO.LAURENS.SC.US
E-mail Address

THOMAS L. COPELAND

First Alternate Name

MAGISTRATE

Title

Thomas L Copeland

Signature

T COPELAND@CO.LAURENS.SC.US
E-mail Address

SHERRY EDGE

Second Alternate Name

OFFICE MANAGER

Title

Sherry Edge

Signature

S EDGE@CO.LAURENS.US.SC
E-mail Address

GENERAL

FUND

DEPT. 535

PARKS, RECREATION & TOURISM

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: 535 Parks/Recreation/Tourism

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	77,661	84,572	88,963	93,965	43,677	
21040	Travel Allotments	1,203	1,203	1,206	1,200	557	
21050	Cell Phone Reimbursement	842	842	844	840	390	
27000	Advanced Drug Testing	75	50	125	0	0	0
30000	Professional Services	0	129	0	600	0	600
43030	Equipment Maintenance	4,161	3,876	4,258	5,000	3,915	5,000
43035	Grounds Maintenance	11,428	23,920	21,201	15,000	10,796	20,000
43090	Vehicle Maintenance	429	281	418	1,000	923	3,000
53090	Telephone	1,265	1,764	1,410	1,500	883	1,500
57081	Training/Membership Dues	0	513	0	600	0	600
57092	Travel/Meetings	193	55	653	600	0	600
61500	Department Supplies	12,030	12,825	12,556	12,000	3,634	13,000
61800	Postage	8	7	1	100	0	100
61900	Vehicle Supplies	690	1,619	380	2,000	1,876	3,000
61910	Vehicle Fuel	8,618	3,872	3,693	5,000	2,033	5,000
62000	Utilities	13,565	13,903	15,032	16,000	6,753	16,000
80051	PARD Grant Expenditures	0	24,565	0	20,000	15,145	0
80052	LWCF Grant Expenditures	0	93,794	7,377	0	0	0
*80030	Accomodation Tax Expense	13,697	14,000	321	42,000	6,252	42,000
	Subtotal Salaries	77,661	84,572	88,963	93,965	43,677	0
	Subtotal Benefits	2,045	2,045	2,051	2,040	947	0
	Subtotal Operating	66,159	195,173	67,425	121,400	52,210	110,400
	TOTALS	145,865	281,790	158,439	217,405	96,834	110,400

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Parks Recreation and Tourism

535

DEPARTMENT NAME

DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
43035	\$ 15,000.00	\$ 20,000.00	This increase is due to the addition of Tumblin Shoals Park and increase in maintenance supplies
43090	\$ 1,000.00	\$ 3,000.00	at the request of vehicle maint director due to the age and mileage of vehicles in dept.
61500	\$ 12,000.00	\$ 13,000.00	Increase is due to rise in equipment needed for safety and playability of sports fields
61900	\$ 2,000.00	\$ 3,000.00	at the request of vehicle maint director due to the age and mileage of vehicles in dept.

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Parks Recreation, & Tourism

535

DEPARTMENT NAME**DEPARTMENT NUMBER**

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$ 60,396.00	Kubota SVL 95-2 Skid Steer with bucket Attachment A	No	500
\$ 30,495.00	62 inch FAE Mulching head for skid steer Attachment A	no	500
\$ 60,000.00	Pave parking Area at County Park	No	0
\$ 96,545.00	paving Swamp Rabbit Trail around Hospital	no	0
\$ 7,985.00	8X12 Dump Trailer This is a needed expenditure that will allow more work without renting equipment	No	50
\$ 32,985.00	Master Plan for Parks and Recreation in Laurens County Attachment B	N/A	N/A

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Parks Recreation & Tourism
DEPARTMENT NAME

535
DEPARTMENT NUMBER

Hillcrest Square
PHYSICAL ADDRESS

PO Box 445
MAILING ADDRESS

864-580-0576
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Andy Howard Director
Department / Agency Director Name Title


Signature

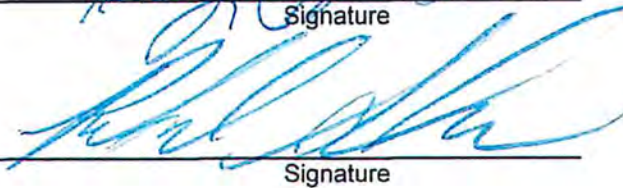
ahoward@co.laurens.sc.us
E-mail Address

Bradley Cunningham Maint. Supervisor
First Alternate Name Title


Signature

N/A
E-mail Address

Richard Sanders Park Attendant
Second Alternate Name Title


Signature

N/A
E-mail Address

Attachment A

Skid Steer and Mulching Head

I realize that this expenditure is a large one and I hope that you all understand that I don't take this request lightly. A skid steer is a very versatile tool and increases our capabilities tremendously effectively reducing costs for the county. My department alone will use this equipment quite regularly in routine operations. We have over just the past two years spent over 10,000 in renting Skid steers from various places for improvements. These costs have generally been absorbed in grants that have made the parks image and usefulness soar far higher than ever before. While grants are helpful in absorbing these costs, the added money would have done much more for improvements if the 10000 could have been used to build picnic shelters, bleachers, grills, picnic tables, and many other amenities that are regularly requested by the citizens of Laurens County.

In addition to the Skid Steer use at the Park we have also hired out individuals with skidsteers combined with mulching heads to create parks at both Boyds Mill and Tumblin Shoals. This alone cost over 20,000. The benefit of using this type of machine as opposed to simple clearing is that it leaves just mulch on the ground as opposed to brush, this mulch decays and leaves organic material on the surface allowing for regressing and easier maintenance. This machine has become the most prominent way to clear smaller areas while eliminating the need for chipping crew and the hauling away of debris to fill the landfill. One man can operate this machine.

We currently have projects where we have bid out the use of this type of machine at both the Airport, Parks, and along roadways. These quotes for two project would nearly cover the cost of the equipment. The Airport project alone is required by the FAA so that we can continue to receive the funding for the massive improvements that have been made and are currently in progress. Effectively we will be able to do this work in house and save money. I am also aware of projects currently to build new fire stations this machine can greatly reduce the cost of the clearing cost to build these areas.

There is also a large demand for alternative transportation as is evident in surrounding counties. The adoption of the Laurens County Trails Plan has identified this need and showed that a trails system throughout the county will both create desirable communities that will attract a new generation to the county and in return increase revenue through new residents and business. Travelers rest is an excellent example of this trail system. This Machine will cut the cost of construction of these trails by two thirds by allowing myself to cut the trails. This machine leaves a passable trail immediately. Eventually the trails could be paved but the mulch leaves a path that is immediately useable. This is what I used at Boyds Mill for the trail there and for cleaning the areas both by the lake and the River.

Again please understand that while this is a large investment it will allow the county to save money in less than two years' time.

Thank you



Andy Howard

PRT Director

Attachment A

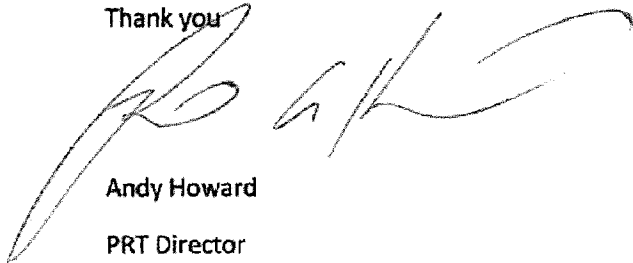


This request comes in light of the overwhelming changes that have come to light over the past 30 years. The County's current PRT Plan has been executed well and with the exception of creating a park space in the northern quadrant area of the county (Ora Area), the plan has come to fruition. It is time that we begin the process of drafting a new master plan for the recreational needs of the county. This plan will include public input sessions so that the citizens will have a say in what is needed. This plan will include an assessment of all recreational assets the county has to offer including those afforded by the communities located within. Clinton and Laurens and the County have provided many opportunities to the residents recently and the response has been positive. Now more than ever it is essential to current and prospective residents as well as industry that the recreational opportunities located here must be attractive and on par with competing areas to attract these potential homebuyers and industries to Laurens over the surrounding Counties. You are all aware that the overall attraction to a county is important and that includes places to enjoy down time. Laurens County has a unique attribute that is lost in some of these surrounding counties in our natural beauty. Passive outdoor recreation is the fastest growing element in recreation. This is something that we have and it is time now to capitalize on that. Trails, river access and lake access are all attributes that we can create at low cost with large impact.

Many communities in the past 10 to 15 years have capitalized on Sports Complexes with huge results. With that being said it is my opinion that we take a step ahead and capitalize on the newest growth towards outdoor recreation that doesn't involve expensive lights, fields, and fences with high maintenance costs. Let those other communities have those things and let's build an outdoor oasis that attracts people here to spend their downtime paddling rivers in Kayaks, boating on the lake and riding bikes or strolling through the woods. We have to sell what we have on the truck.

A master plan will allow us to do this in phases so that we aren't having a knee jerk reaction to create these things. If we let this opportunity slip by we will be kicking ourselves when new families are passing us by to go to other counties and settle, and other industries that are predominantly environmentally friendly whether be out of necessity or desire are choosing to locate elsewhere because we have failed to show initiative in this front.

Thank you



Andy Howard

PRT Director

GENERAL

FUND

DEPT. 536

HUMAN RESOURCES

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 536 Human Resources

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	102,938	104,155	101,290	111,000	51,476	
21040	Travel Allotment	1,203	1,203	1,206	1,200	557	
21050	Cell Phone Reimbursement	421	421	422	420	195	
44020	Equipment Maintenance	0	0	1,312	1,000	0	1,000
44030	Copier Lease	0	0	2,795	2,268	2,348	2,000 4,500
53090	Telephone	1,075	1,266	2,332	1,000	1,398	4,500 1,850
54000	Advertising Notices	7,086	8,852	11,529	8,000	3,567	6,500 8,000
56050	Memberships/Dues	25	219	25	325	25	325
57080	Training	0	1,043	0	700	0	1,000
57092	Travel/Meetings	1,738	1,245	1,957	2,500	1,389	2,500
61040	Computer Supplies	0	192	192	500	0	4,000
61700	Office Supplies	1,836	2,882	2,923	3,500	1,363	2,000
61800	Postage	1,348	1,813	1,308	1,500	7	1,000
	Subtotal Salaries	102,938	104,155	101,290	111,000	51,476	0
	Subtotal Benefits	1,624	1,624	1,629	1,620	752	0
	Subtotal Operating	13,108	17,512	24,373	21,293	10,097	22,825
	TOTALS	117,670	123,291	127,292	133,913	62,325	22,825

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

HUMAN RESOURCES
DEPARTMENT NAME

536
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-536-41000-44030	\$ 2,268.00	\$ 3,000.00	copier lease (why is this not a shared cost with Parks & rec?)
110-536-41000-53090	\$ 1,000.00	\$ 1,500.00	one dedicated fax and phone line current cost approximately \$50. each per month (\$100. cushion for long distance)
110-536-41000-57080	\$ 700.00	\$ 1,000.00	training (CSI, etc.)
110-536-41000-61040	\$ 0.00	\$ 1,800.00	computer & monitors benefits coordinator current > 5 yrs old
110-548-41000-61040	\$ -	\$ 2,200.00	laptop and docking station for RM mobility is necessary
110-548-41000-53090	\$ 1,000.00	\$ 1,000.00	phone line
110-548-41000-61800	50	\$ 100.00	postage

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-536-41000-54000	\$ 8,000.00	\$ 6,500.00	advertising (employment ads)

110-536-41000-61700	\$3,500.00	\$2,000.00	office supplies (no cost for payroll stock)
110-536-41000-61800	\$1,500.00	\$500.00	no mailing of payroll checks

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: ~~548~~ Risk Management

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	35,021	34,399	0	17,250	0	37,000
21040	Travel Allotment	1,203	1,121	0	600	0	1,200
21050	Cell Phone Reimbursement	223	58	0	0	0	0
53010	Cell Phone	823	600	0	900	0	1,000
53090	Telephone	1,315	1,306	1,021	1,200	458	1,000
57092	Travel/Meetings	961	611	222	700	0	1,000
61700	Office Supplies	1,891	887	0	500	0	1,500
61800	Postage	42	13	0	50	0	100
80081	Safety Program	200	96	0	1,000	613	5,000
	Subtotal Salaries	35,021	34,399	0	17,250	0	37,000
	Subtotal Benefits	1,426	1,179	0	600	0	1,200
	Subtotal Operating	5,232	3,513	1,243	4,350	1,071	9,600
	TOTALS	41,679	39,091	1,243	22,200	1,071	47,800

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT HUMAN RESOURCES

536

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
	Risk Manager	\$ 37,000.00	We currently have noone dedicated to the position of Risk Manager. A dedicated Risk Manager could potentially save LC hundreds of thousands of dollars in WC claims; as this person would schedule and carry out field & office safety audits, schedule necessary training classes. Dedicating time and resources to identify problem areas and putting in place solid procedures / protocol.
	FULL-TIME SALARY		
	PART TIME SALARY	\$ 37,000.00	
TOTALS		\$ 37,000.00	

**GENERAL
FUND
DEPT. 538
PROBATE**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 538 Probate Judge

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	208,596	225,739	232,318	237,817	110,216	
21040	Travel Allotment	1,203	1,203	2,357	2,400	1,114	
27000	Drug Screens	75	25	25	75	0	75
31040	Court Reporter Fees	0	0	0	250	0	250
31010	Scanning Services	0	0	0	4,500	0	4,500
43020	Computer Maintenance	4,989	4,663	4,510	4,500	3,600	4,500
43030	Equipment Maintenance	773	773	781	1,000	0	1,000
44030	Copier Lease	1,252	1,068	1,217	1,450	501	1,450
53090	Telephone	3,597	3,643	3,628	3,800	1,677	3,800
56050	Memberships/Dues	200	200	200	470	0	470
57092	Travel/Meetings	2,378	1,705	3,182	3,500	1,554	3,500
61040	Computer Supplies	0	0	177	2,000	0	2,000
61700	Office Supplies	5,750	6,833	7,187	8,000	2,925	8,000
61801	Postage & Postage Meter	3,564	3,941	715	2,500	474	2,500
80042	Court Fees/Jury Trials	0	0	0	250	0	250
	Subtotal Salaries	208,596	225,739	232,318	237,817	110,216	0
	Subtotal Benefits	1,203	1,203	2,357	2,400	1,114	0
	Subtotal Operating	22,578	22,851	21,622	32,295	10,731	32,295
	TOTALS	232,377	249,793	256,297	272,512	122,061	32,295

KAYE W. FRIDY
PROBATE JUDGE

BRYAN C. ABLE
ASSOCIATE PROBATE JUDGE



POST OFFICE BOX 194
100 HILLCREST SQUARE, SUITE A
LAURENS, SC 29360
TELEPHONE: (864) 984-7315
FAX: (864) 984-3779

Office of the Probate Court

February 9, 2017

VIA: Email

Ms. Lisa Kirk, CPPB
Laurens County Finance Director
Post Office Box 1788
Laurens, SC 29360

IN RE: Budget Proposal for Fiscal Year 2017-2018

Dear Ms. Kirk:

Enclosed for your review are the following:

- 1) Expenditure Budget Worksheet
- 2) Budgetary Increase and Decrease (Attachment A)
- 3) Revenue Budget Projection (Attachment B)
- 4) Additional Position Request (Attachment C)
- 5) New Capital Line Items (Attachment D), Addendum, and Quotes
- 6) New Programs, Grants or Line Items (Attachment E)
- 7) Budget Authorization Form (Attachment F)
- 8) Memorandum from S. C. Court Administration

My proposed general operating budget for the new fiscal year has no changes from the previous year. I do, however, have a couple of capital expenditure requests for which I have included quotes from Sharp Business Systems. Also, I would like to be able to maintain the line item for scanning services. This was approved last year to allow us to begin a yearly process for the scanning of our court documents; however, Billy Wilson and I were never able to work out the details on the vendor. I understand that there may be other options under consideration for a county-wide venture regarding scanning needs.

I trust that Council will give favorable consideration to my requests as well as a cost-of-living increase for the employees. Also, classified state employees received a 3.25% cost of living increase last fiscal year which will increase the salary of the Probate Judge for this fiscal year by that same percentage. I have attached the Memorandum from S. C. Court Administration.

Ms. Lisa Kirk, CPPB

Page 2

February 9, 2017

I am aware that generating an operating budget for Laurens County Government is difficult, and I appreciate your efforts as well as those of Council. I trust that the coming fiscal year will prove to be a very productive and beneficial year for Laurens County.

If you have any questions or you require additional information, please let me know.

Cordially,

Kaye W. Fridy

Kaye W. Fridy

Judge of Probate Court

Enclosures

ADDENDUM TO ATTACHMENT D

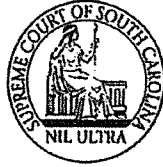
JUSTIFICATION/EXPLANATION IN SUPPORT OF NEW COURTROOM SOUND SYSTEM

- ▶ Current system has been in place since 2000, is antiquated, has poor sound quality, and is beginning to malfunction
- ▶ We also have issues finding service providers for the equipment
- ▶ It is imperative that we have a dependable system for our court functions
- ▶ Probate Court does not have an in-house court reporter, therefore, is required to record, store, and file all court proceedings for future retrieval, duplicating, and review
- ▶ Presently we are utilizing a system to record the proceedings on compact disc
- ▶ The compact discs create storage and retrieval issues, duplication problems, and issues with protection from damage such as scratches and breakage
- ▶ This new system would provide better quality sound for our court participants and allow for better quality sound for the recording of our proceedings
- ▶ The digital recording system would allow for a digital recording. This could be downloaded to our computer software and stored under the case name. This would allow for quick access, duplicating, and transfer to requesting attorneys/parties

JUSTIFICATION/EXPLANATION IN SUPPORT OF REQUEST TO PURCHASE AQUOS BOARD

- ▶ For our court functions, the Aquos Board would allow for better viewing of exhibits, assist counsel with explanations of evidence, documents, closing arguments, etc.
- ▶ For our court staff, it would make our staff/team meetings more productive with interactive displays, internet access, etc., regarding law changes, forms changes, procedural issues, etc.
- ▶ It would allow our court staff to be more productive and efficient by initiating workshops to assist our public in the preparation of mandatory administrative documents
- ▶ We have approximately 1,200 pending estate/guardianship/conservatorship cases. Estate cases are active for at least 8 months to 1 year. (Most extend beyond a year.) Each personal representative is required to file certain mandatory documents within certain deadlines. Adult conservatorship and guardianship cases are active until the incapacitated individual passes away. Minor conservatorship cases are active until the minor reaches the age of majority. Workshops would allow us to provide group instruction rather than one-on-one instruction. For example, each appointment to assist one personal representative with preparation of the inventory and appraisal would exhaust approximately 1 hour of staff time. In group, we would be able to provide this same instruction to a group with only 1 hour staff time. Example: 15 hours staff time for 15 personal representatives individually versus 1 hour staff time for 15 personal representatives in a group.
- ▶ Conservator/Guardian applicants would be able to view the mandatory instruction video in our courtroom prior to Court proceedings
- ▶ This equipment would open doors for potential information seminars for our public presented by volunteers from our local legal profession regarding Wills, the intestacy statutes, the probate process, powers of attorney, healthcare powers of attorney, etc. This would allow our general public to be better informed when making decisions regarding their estate, care, etc.

Note: I believe that the Probate Court as a service office, should provide quality, efficient services to our general public. As our county grows and our workload increases, we must find new and innovative ways to reduce staff time and increase productivity without having a negative impact on the service we provide. The acquisition of the Aquos Board would allow us to work toward that end and allow for positive, future improvements.




South Carolina Court Administration
South Carolina Supreme Court
Columbia, South Carolina

ROSALYN FRIERSON
DIRECTOR

1220 SENATE STREET, SUITE 200
COLUMBIA, SOUTH CAROLINA 29201
TELEPHONE: (803) 734-1800
FAX: (803) 734-1821

MEMORANDUM

TO: Probate Court Judges

FROM: Michelle J. Pinkney, Probate Court Representative 

RE: Salary Schedule for Fiscal Year 2017-2018

DATE: January 9, 2017

CC: County Treasurers and County Administrators

Pursuant to S.C. Code § 8-21-765, the base salary for probate judges is determined by the county population. Additionally, the statute requires that each county adjust annually the base salaries of Probate Judges based on the percentage amount of the cost of living increase paid to classified state employees in the annual state general appropriations act of the previous fiscal year.

Please be advised that the 2016-2017 Appropriations Act did provide a cost of living increase for classified state employees, which will increase probate judge salaries statewide by 3.25% effective July 1, 2017. Attached is the salary chart of current probate judge salaries for your reference.

Should you have any questions or concerns, please do not hesitate to contact me.

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Probate Judge

538

DEPARTMENT NAME**DEPARTMENT NUMBER**

FUNDING REQUEST			
A M O U N T	D E S C R I P T I O N S (detailed)	Replaces existing equipment	Maintenance costs after first year
10,000	Update the Courtroom Sound System	Yes	1st Year - Parts & labor are included
	(See Attached Quote from Sharp Business Systems & Addendum) *Note: Quote includes equipment, sales tax, installation,		2nd & 3rd year - Parts are included -
	programming, setup, & training. Actual Quote: December, 2016 - \$9,396.42		Labor NOT included - Labor = \$75.00 per hr.
8,500	Purchase of Sharp 70" Interactive Aquos Board	No	1st year warranty
	(See Attached Quote from Sharp Business Systems & Addendum) *Note: Quote includes equipment, sales tax, cart setup, system		included - 2 year warranty extension
	configuration, delivery, & training) Actual Quote: December, 2016 - \$7,851.66		included

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Probate Judge	538
DEPARTMENT NAME	DEPARTMENT NUMBER
100 Hillcrest Square, Suite A Laurens, SC 29360	P. O. Box 194 Laurens, SC 29360
PHYSICAL ADDRESS	MAILING ADDRESS
864/984-7315	864/984-3779
TELEPHONE NUMBER	FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Kaye W. Fridy	Probate Judge	<i>Kaye W. Fridy</i>	kwfridy@co.laurens.sc.us
Department / Agency Director Name	Title	Signature	E-mail Address
Victoria M. Anderson	Receptionist	<i>Victoria M. Anderson</i>	vmanderson@co.laurens.sc.us
First Alternate Name	Title	Signature	E-mail Address
Sherri T. Osborne	Deputy	<i>Sherri T. Osborne</i>	sosborne@co.laurens.sc.us
Second Alternate Name	Title	Signature	E-mail Address

Sharp Business Systems
 109 Ben Hamby Drive, Greenville, SC 29615

QTY	MODEL #	DESCRIPTION	UNIT PRICE	EXT. PRICE				
4	MICROPOD18HCCIAV	18" hypercardiod condenser microphone	\$ 373.38	\$ 1,493.52				
4	ATS1PTTBASE	push to talk gooseneck base	\$ 213.36	\$ 853.44				
2	EXTRONCIAV	2x2 ceiling tile speaker (pair; 4 total)	\$ 335.28	\$ 670.56				
1	BSSBLU50CIAV	4x4 DSP Mixer	\$ 1,086.61	\$ 1,086.61				
1	XPA1002-70V	2x80 watt amplifier 70V	\$ 754.38	\$ 754.38				
1	DNR700	network audio recorder	\$ 608.08	\$ 608.08				
1	LOT	wiring, connectors, removal of current system, etc	\$ 381.00	\$ 381.00				
		Parts Total		\$ 5,847.59				
		Estimated SC Sales Tax (7%)		\$ 409.33				
		Installation, Programming, Setup, Training		\$ 3,139.50				
		Grand Total		\$ 9,396.42				

Sharp Business Systems
 109 Ben Hamby Drive, Greenville, SC 29615

QTY	MODEL #	DESCRIPTION	UNIT PRICE	EXT. PRICE			
1	PN-C703B	Sharp 70" Interactive Aquos Board -- Professional Grade Display; 6 points of touch; 3 year manufacturer warranty; INCLUDES 1ST YEAR SBS ENHANCED WARRANTY	\$ 4,095.00	\$ 4,095.00			
1	PN-SPCI5W7H	Shuttle PC -Intel Core i5 2.9GHz quad-core processor w/ Windows 7 Pro, 3 yr warranty	\$ 1,250.00	\$ 1,250.00			
1	EWC2WB3R1T5	2-Year Warranty Extension on 70" Aquos Board	\$ 375.00	\$ 375.00			
1	PN-SR780M	mobile cart for 70" Aquos Board Interactive Display	\$ 749.00	\$ 749.00			
1	WIPG2000	wireless collaboration gateway	\$ 869.00	\$ 869.00			
		Parts Total	\$ 7,338.00	\$ 7,338.00			
		Estimated SC Sales Tax (7%)		\$ 513.66			
1	Delivery/Setup	cart setup, system configuration, delivery, training	\$ 350.00	\$ 350.00			
		Grand Total		\$ 7,851.66			

**GENERAL
FUND
DEPT. 539
PUBLIC WORKS**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 539 Public Works

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Request
						12/31/16 Actual	
11000	Salaries	106,936	119,250	140,491	138,961	61,803	
11100	Part-time Salaries	0	0	0	0	168	
21050	Cell Phone Reimb	0	126	422	420	195	
27000	Drug Screens	170	25	25	0	0	0
33050	Contractual Services	20	1,465		0	0	0
43090	Vehicle Maintenance	107	281	122	400	59	400
44030	Copier Lease	0	0	2,023	2,200	1,382	3,200
53010	Cell Phone	897	725	657	0	0	0
53090	Telephone	1,754	2,271	2,649	2,000	963	2,000
54000	Advertising/Publications	0	0	400	400	171	400
56050	Memberships/Dues	35	35	95	0	0	0
57080	Training	0	587	0	250	13	500
57092	Travel/Meetings	0	0	0	1,100	356	850
61700	Office Supplies	1,392	2,198	4,728	1,600	786	2,000
61800	Postage	99	385	124	450	32	450
61850	Uniforms	10,319	12,000	11,890	0	0	0
61900	Vehicle Supplies	22	629	524	500	0	500
61910	Vehicle Fuel	1,445	1,304	1,618	1,700	615	1,700
	Subtotal Salaries	106,936	119,250	140,491	138,961	61,971	0
	Subtotal Benefits	0	126	422	0	195	0
	Subtotal Operating	16,260	21,905	24,855	10,600	4,377	12,000
	TOTALS	123,196	141,281	165,768	149,561	66,543	12,000

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Public Works

539

DEPARTMENT NAME

DEPARTMENT NUMBER

I N C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)
110-539-43000-44030 Copier Lease	2,200	3,200	Copier Lease/copies for new building. Current year projected to be just over \$3000
110-539-43000-57080 Training	250	1,000	Would like increase the training opportunities for self and staff in the coming year.
110-539-43000-61700 Office Supplies	1,600	2,000	Average over last four years is \$2,560. Projected to be \$1,920 for current year

Total Increase 2,150

D E C R E A S E

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	D E S C R I P T I O N S (detailed)

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Public Works
DEPARTMENT NAME

539
DEPARTMENT NUMBER

100 Hillcrest Square
PHYSICAL ADDRESS

P.O. Box 238, Laurens, SC 29360
MAILING ADDRESS

864-984-6812
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

<u>Robert Russian - Director of Public Works</u>		
Department / Agency Director Name	Title	Signature

rrussian@co.laurens.sc.us
E-mail Address

<u>Jamie Masters - Clerk II</u>		
First Alternate Name	Title	Signature

jmasters@co.laurens.sc.us
E-mail Address

Second Alternate Name	Title	Signature
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E-mail Address

GENERAL

FUND

DEPT. 540

REGISTRATION AND ELECTIONS

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Dept: 540 Registration/Elections

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D		NOTES
						12/31/16 Actual	FYE 2018 Request	
11000	Salaries	72,497	72,445	76,757	90,283	35,652	90,283	Should be 79,000
11010	Part Time Salaries	5,991	12,456	5,385	5,335	5,021	15,000	NOT a new position, but never reflected in budget
*11020	Board Salaries	12,261	11,688	14,042	13,500	6,463	13,500	
*11020	*100% reimbursed by State Election Commission							
*21040	Election Day Travel	1,999	1,805	1,810	2,500	836	2,500	
*21040	*100% reimbursed by State Election Commission							
27000	Advanced Drug Testing	50	25	0	0	25	25	If we have a new employee, should this be in our budget?
31010	Scanning Services	0	0	20,784	0	0	0	One time capital request. No need for this line item??
43030	Licensing & Maintenance Contract	27,359	25,539	38,094	25,000	245	27,395	ESS Contract Licenseing & Maintenance Silver Plan
44030	Copier Lease	3,105	3,307	3,465	3,000	1,611	3,000	
44040	Telephone System Lease	734	0	0	0	0	0	
53010	Cell Phone	1,088	960	1,170	1,300	223	1,300	
53090	Telephone	4,561	4,296	4,365	4,000	1,934	4,000	
56050	Memberships/Dues	1,380	0	1,745	500	0	500	
57092	Certification/Meetings/Travel	12,517	9,354	11,594	9,000	7,071	13,500	Certifications are mandatory
61510	Election Supplies	8,710	5,167	9,463	20,000	12,539	20,000	
61700	Office Supplies	5,764	5,388	4,318	6,500	2,093	4,500	
61800	Postage	2,770	5,876	4,151	6,500	4,553	6,500	
62000	Utilities	0	215	215	0	0	0	
80010	*Commercial Ballots	54,793	67,965	83,301	20,000	54,402	3,000	changed this line item completely
80010	*100% reimbursed by State Election Commission for Primaries (JUNE)							
80010	*50% reimbursed by State Election Commission for General (November)							
RRRR	Presidential Preference Primaries						0	PPP held every 4 years
RRRR	*100% reimbursed by State Election Commission							
SSSS	Municipal Elections (odd years only)						0	Munis are held in odd years.
TTTT	Special Elections						0	
UUUU	Run Off Elections						45,000	
UUUU	*100% reimbursed by State Election Commission for Primaries (JUNE)							
UUUU	*50% reimbursed by State Election Commission for General (November)							
VVVV	Machine Delivery						1,500	
WWWW	Ballot Packets						1,500	
XXXX	*Election Workers						47,000	
XXXX	*100% reimbursed by State Election Commission							
YYYY	*Legal Advertising						1,000	
YYYY	Approx 1/3 Reimbursed by State Election Commission							
ZZZZ	*Rental /custodial Fees						1,050	
ZZZZ	*100% reimbursed by State Election Commission							
	Subtotal Salaries	90,749	96,589	96,185	109,118	47,136	118,783	
	Subtotal Benefits	1,999	1,805	1,810	2,500	836	2,500	
	Subtotal Operating	122,831	128,092	182,665	95,800	84,696	83,720	
	TOTALS	215,579	226,486	280,659	207,418	132,668	205,003	
	* Reimbursed by the state							
	RED: new or redefined line item							
	NOTE: FY2016 had 2 Presidential Preference Primaries which occur every 4 years. Special elections cannot be projected							
	NOTE: FY 2016 REIMBURSEMENTS estimated to be \$47808. \$32250 was also deposited in August 2016, but reimbursed FY 2016-16 budget (June 2016 elections)							
	Line item for deposit: 110 330 33500 33523							

100,050

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Registration & Elections

110-540-41000

DEPARTMENT NAMEDEPARTMENT NUMBER**INCREASE**

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
11010	5,335	15,000	Non budget item we have had for 15 years or more
27000	0	25	drug testing
56050	500	490	Assoc dues (mandatory)
43030			actual
57092	9000	13500	mandatory certification classes and travel for board members
Note: See budget for added line items			

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Registration & Elections
DEPARTMENT NAME

100-540-41000

DEPARTMENT NUMBER

FUNDING REQUEST			
A M O U N T	D E S C R I P T I O N S (detailed)	Replaces existing equipment	Maintenance costs after first year
	Computer for directors office (FY 2019 budget)	X	
4000	Ballot Printer (FY 2019 budget)	x	

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Reigstration & Elections
DEPARTMENT NAME

110-540-41000
DEPARTMENT NUMBER

200 Courthouse / Public Square
PHYSICAL ADDRESS

PO Box 769
MAILING ADDRESS

864-984-4431
TELEPHONE NUMBER

864-983-2529
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Lynne West director
Department / Agency Director Name Title Signature

west@co.laurens.sc.us
E-mail Address

William Adair chairman
First Alternate Name Title Signature

wadair@co.laurens.sc.us
E-mail Address

Frankie Hannah assistant
Second Alternate Name Title Signature

fhanna@co.laurens.sc.us
E-mail Address

**GENERAL
FUND
DEPT. 541
ROADS & BRIDGES**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 541 Roads & Bridges

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	353,740	377,131	367,130	380,443	179,834	
11010	Part Time Salaries	31,078	30,145	26,747	32,978	6,415	
27000	Advanced Drug Testing	915	630	760	800	50	800
30000	Professional Services	75	503	3,044	500	350	15,000
43090	Vehicle Maintenance	45,687	44,084	39,418	45,000	11,568	45,000
53010	Cell Phone	508	467	551	515	221	800
53090	Telephone	525	531	753	700	577	700
57080	Training	0	192	274	400	136	400
61020	Bridge Maint Supplies	23,292	3,705	1,023	15,000	158	15,000
61500	Dept Supplies	183,552	122,456	137,690	160,000	37,448	160,000
61700	Office Supplies	406	518	305	500	21	1,500
61750	Pipe	917	7,596	26,045	20,000	2,796	20,000
61800	Postage	0	0	0	75	0	75
61810	Road Signs	7,924	8,798	9,317	12,000	5,155	12,000
61850	Uniforms	0	0	182	6,100	4,903	9,000
61900	Vehicle Supplies	19,414	24,117	24,328	23,000	14,877	30,000
61910	Vehicle Fuel	107,309	72,641	47,681	76,000	22,723	76,000
62000	Utilities	6,686	10,125	7,424	8,000	2,463	8,000
	Subtotal Salaries	384,818	407,276	393,877	413,421	186,249	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	397,210	296,363	298,794	368,590	103,446	394,275
	TOTALS	782,028	703,639	692,671	782,011	289,695	394,275

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Roads and Bridges
DEPARTMENT NAME

541
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-541-43000-53010 Cell Phone	515	800	Change from standard phone to smart phone for R&B Foreman
110-541-43000-61700 Office Supplies	500	2,500	Add printer/copier lease for department as well as computer and monitor
110-541-43000-30000 Professional Services	500	15,000	Perform at least two Hydrology Studies to determine requirements for bridge replacement
110-541-43000-61900 Vehicle Supplies	23,000	30,000	Move money from maintenance to supplies
110-541-43000-61850 Uniforms	6,100	9,000	Projected to spend 8,550 in FY2017

Total Increase 26,685

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-541-43000-43090 Vehicle Maintenance	45,000	38,000	Move money from maintenance to supplies
110-541-43000-61910 Vehicle Fuel	76,000	65,000	Projected to spend 48,000 in FY 2017

Total Decrease 18,000
Net Increase/(Decrease) 8,685

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Roads and Bridges
DEPARTMENT NAME

541

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$74,000	International Durastar with 5 yard dump body	Yes - Current has blown engine	Same as current truck
\$50,000	Capital to purchase used equipment from State Surplus as it becomes available. Targeted items to include dozier, lowboy tractor, excavator, etc.	Yes	Same as Current

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Roads and Bridges
DEPARTMENT NAME

541
DEPARTMENT NUMBER

423 Evergreen Skills Road
PHYSICAL ADDRESS

P.O. Box 238, Laurens, SC 29360
MAILING ADDRESS

864-682-2485
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Robert Russian - Director of Public Works

Department / Agency Director Name

Title

Signature

rrussian@co.laurens.sc.us

E-mail Address

Tim Stoddard - Roads and Bridge Supervisor

First Alternate Name

Title

Signature

tstoddard@co.laurens.sc.us

E-mail Address

Jamie Masters - Clerk II

Second Alternate Name

Title

Signature

jmasters@co.laurens.sc.us

E-mail Address

**GENERAL
FUND
DEPT. 542
SHERIFF**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 542 Sheriff

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Requested
						12/31/16 Actual	
11000	Salaries	2,408,797	2,499,189	2,476,257	2,541,293	1,171,729	
11010	Part-time Salaries	32,470	29,737	28,107	33,458	7,276	
11500	*Salaries - Gray Court	39,704	39,499	39,422	38,671	19,045	
11510	*Salaries - Hospital Contract	58,103	0	0	-	0	
13000	Overtime	248,195	214,672	212,222	220,178	104,272	
14010	Holiday Work Pay	22,932	22,618	18,906	25,375	7,397	
21040	Travel Allotments	1,203	1,203	1,206	1,200	557	
26000	Workers Compensation			27		0	
21060	Uniform Allowance	11,500	12,000	11,250	14,000	5,750	14,000
27000	Advanced Drug Testing	1,035	630	914	1,200	75	1,200
30000	Professional Services	1,400	1,225	1,778	1,800	1,100	1,800
33090	Transports/Mental Exams	1,237	473	603	2,000	31	2,000
34095	Towing/Storage Seized Vehicles	12,364	6,710	6,677	10,000	4,058	10,000
36415	Video Productions	0	1,350	0	0	0	0
43020	Computer Maintenance	53,432	50,315	71,077	48,000	23,541	53,000
43030	Copier Lease/ Rental	15,577	16,279	20,702	15,500	9,726	15,500
43069	Sex Offender Computer Maint	1,876	3,548	648	1,500	2,200	1,500
34816	*Sex Offender Reg. Fee	4,900	5,300	6,550	13,000	432	13,000
43090	Vehicle Maintenance	296,865	262,625	303,821	230,000	115,531	245,000
44040	Telephone System Lease	8,710	4,751	0	9,500	0	9,500
52081	Fidelity Bonds	0	0	0	700	0	700
53010	Cell Phones	11,085	12,370	42,388	40,000	23,211	40,000
53090	Telephone	36,759	37,472	13,757	14,500	6,842	14,500
56060	Memberships and Dues	1,556	1,885	1,975	1,500	250	1,500
57080	Training	13,286	13,996	10,528	25,000	5,151	25,000
57092	Travel/Meetings	2,186	2,218	2,011	2,500	1,774	2,500
61000	DARE Explorer	643	1,248	53	500	0	500
61003	DARE Community	0	500	0	500	0	500
61530	SORT Supplies	0	6,229	4,813	5,000	974	5,000
61035	N800 Palmetto Radio	50,419	52,354	57,716	55,000	28,823	69,500
61036	Charter Van Service	6,066	4,787	5,194	6,300	3,636	6,300
61500	Department Supplies	28,643	23,058	23,147	28,000	18,710	28,000
61545	K-9 Maint Supplies	3,017	2,314	3,004	2,500	818	2,500
61700	Office Supplies	12,593	13,094	10,643	15,000	5,321	15,000
61800	Postage	1,016	1,374	1,531	4,000	335	4,000
61808	Reserve Deputy Supplies	1,156	731	1,218	2,500	0	2,500
61850	Uniforms	31,503	24,891	31,290	45,000	6,487	45,000
61900	Vehicle Supplies	184,783	166,922	179,669	150,000	88,892	165,000
61910	Vehicle Fuel	398,820	326,658	238,488	335,000	106,772	335,000
80020	*BJA Grant Expense	19,635	26,541	21,399	23,000		23,000
80021	Grant Match	1,500	16,861	3,279	18,000	1,766	18,000
34215	Scrap Metal	759	0	0	2,800	0	2,800
61531	*Project Lifesaver	0	0	0	0	2,063	2,000
80022	*DOJ Vest Grant Expense	20,410	16,861	3,279	18,000	1,766	18,000
80028	*Child Supp Enforcement	0	1,160	220	15,000	220	15,000
80045	Crime Prevention Program	3,734	2,038	1,487	2,000	0	2,000
80046	Federal Drug Forfeitures	759	0	2,370	1,000	0	1,000
80047	Drug Fund/Stolen Property	896	1,151	365	2,500	25	2,500
80048	DARE Program	3,213	2,500	2,421	2,500	169	2,500
80049	State Drug Forfeitures	55,441	9,305	12,359	40,000	3,993	40,000
	Subtotal Salaries	2,810,201	2,805,715	2,774,914	2,858,975	1,309,719	0
	Subtotal Benefits	12,703	13,203	12,483	15,200	6,307	14,000
	Subtotal Operating	1,287,274	1,121,724	1,087,373	1,190,800	464,692	1,242,300
	TOTALS	4,110,178	3,940,642	3,874,770	4,064,975	1,780,718	1,256,300

*Expenditure in proportion to revenue received

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Laurens County Sheriff's Office
DEPARTMENT NAME

542
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
110-542-42000-11000 (Salary)	\$2,541,293.00	\$2,848,764.00	<p>Increase Pay for Sheriff Office FT Employees- This funding will be used to increase the base pay for each employee of the Sheriff's Office. <u>Since January 2012, the Sheriff's Office had 55 employees leave for various reason. Of the 55 employees, 25 (45%) left for a higher paying job.</u> The Sheriff's Office currently has 6 vacant sworn positions and in an attempt to fill the positions quickly, we have looked to hire current certified class one law enforcement officers and have been unsuccessful due to our low salary. Since 2014 we have received 12 applications/ resumes from current class one law enforcement officers wanting to work for LCSO in a sworn capacity and all 12 of those applicants either took jobs at a different agency with a higher starting salary or remained at their current employer because they couldn't afford a pay cut to come to LCSO. This increase will not solve our retention and recruitment problem, but hopeful it will slow down the number of current employees that are looking to go to other agencies for better benefits and higher wages and/ or to have somewhat of a competitive starting salary to attract and hire qualified applicants. This increase is not an across the board proposal, but an increase based on the employee's rank. We propose that the base pay for each rank be increased as follows: Deputy increase 12.5% from \$30,166.11 to \$33,936.87, Sergeant increase 10% from \$34,151.73 to \$37,566.90, Lieutenant increase 8% from \$38,273.17 to \$41,335.02, Captain increase 5% from \$42,588.23 to \$44,717.64, and a 10% increase for each of our administrative (civilian) staff. The employee's longevity is to be added to the proposed base salary increase. The increase for all our current slots is approximately \$245,556.00.</p>

110-542-42000-43090 (Vehicle maintenance)	\$230,000.00	\$245,000.00	Currently the county purchases 15 new vehicles every three years and this line item is used to maintain (routine, mechanical, and body work) the new vehicles and the older vehicles in the fleet. With the majority of the vehicles being patrol vehicles it is imperative to have all vehicles properly maintained and serviced. This increase will help cover the costs associated with maintaining the 90 plus vehicles in the Sheriff's Office fleet.
110-542-42000-61035 (Palmetto 800 Radio)	\$55,000.00	\$69,500.00	This increase is to cover the monthly rate increase for the Palmetto 800 radio service. Currently the rate is \$25.50/ radio per month for 177 devices and starting July 2017 the rate will increase to \$30.48/ radio per month for 177 (*notice attached).
110-542-42000-61900 (Vehicle Supplies)	\$150,000.00	\$165,000.00	This increase will help cover the costs associated with purchasing equipment that needs to be replaced or added to the 90 plus vehicles in the Sheriff's Office fleet. Items such as in-car camera parts, 800 Radio parts, blue lights/ siren and other emergency equipment. This line item is also used to purchase new tires for all vehicles in the fleet.

110-542-42000-43020 (Computer Maintenance)	\$48,000.00	\$53,000.00	<p>This line item is used to cover the cost of maintenance of county owned computers performed by the contracted IT vendor of Laurens County and to purchase parts (software and hardware) for the Sheriff's Office network. It is also used to cover the maintenance fees of the Sheriff's Office Records Management System and the annual fee for TLO, an investigative tool to assist in located missing or wanted suspects. The increase in this line item will be used to cover the increase of the annual maintenance fee from Nicholson Business System for our Records Management System (*notice attached) and to purchase a much needed web based investigative tool called Leadsonline. This tool will help Laurens County Sheriff's Office investigate crimes more efficiently and effectively by gaining access to the databases of businesses such as pawnshops and scrapmetal dealers. Currently the Sheriff's Office has to physically drive to each of these businesses to inquire if reported stolen items have been sold. This program will allow law enforcement to search all participating businesses's records from their computer as well as search for specific items or if certain identified suspects has pawned items in a date range. Not only will LCSO have access to Laurens County businesses, it will have access to all businesses that particiapte in the program. This will save the Sheriff's Offie time and money by eliminating the need to drive in and out of the county to look for suspected stolen items. If a item is located the investigator can then drive to that particular business and recover the item(s) and get the information on the person(s)</p>
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DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

**REVENUE BUDGET PROJECTION
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

(Include projections for revenue generated by your department / agency. Also include recommendations for changes in current fees and / or recommendations for new fee, etc.)

Laurens County Sheriff's Office

542

DEPARTMENT NAME

DEPARTMENT NUMBER

AMOUNT	TYPE OF REVENUE	EXPLANATION / JUSTIFICATION
\$3,000.00	Sheriff's Fees Collected	Fees collected for the service of civil papers from attorneys and providing incident reports to insurance companies.
\$13,000.00	Sex Offender Fees	Sex Offenders are required to pay a \$150.00 fee each year to register. According to state law \$50.00 is required to be given to SLED to maintain the state database and the other \$100.00 to the agency to maintain the sex offender registry within the agency.
\$6,000.00	Child Support Fees	Services for the services of Department of Social Service papers- IVD Papers.
\$3,000.00	Non-ferrous Metal Fees	Secondary Recyclers are required to pay bi-annual fee of \$200.00 to be allowed to purchase non-ferrous metal. Also, state law allows the Sheriff's Office to charge a \$10.00 permit copy fee for lost non-ferrous metal permits.

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2017**

DEPARTMENT

Laurens County Sheriff's Office

DEPARTMENT NUMBER

542

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
	(4) Sheriff's Deputies	\$127,838.34	<p><u>4 New Deputy Positions-</u> These 4 positions will be assigned to the Uniform Patrol Division. The current administration has restructured the Sheriff's Office and by adding these four positions it will assist in fulfilling the goals set by the Sheriff. These goal include increasing police presence in the entire county, reducing response time, reduce overtime expenses, creating a safer work environment, and creating a safer county for our citizens. Currently the Sheriff's Office has six slots per 12 hour shift and this extra deputy per shift will allow one marked patrol unit in each of the 5 patrol zones in the county. It will also allow the shift supervisor and assistant supervisor to split the county in half to be "free" roam the county and back up the other 5 patrol deputies whereas before a patrol unit would often have to leave their zone to provide the assistance. This increase would also allow the supervisor to have time to perform administrative duties, such as reviewing incident reports and reviewing in-car camera/ body camera footage during the shift instead of accruing overtime to perform these required duties once the <u>oncoming shift starts</u></p>
	(2) Part-time Deputies	\$30,000.00	<p><u>2 Part-time Deputy Positions-</u> These 2 positions will be used to provide protection in the courtroom for General Sessions court. The part-time employees selected for these positions will only work when General Sessions court is in session. Currently fulltime employees in the Judicial Service unit are tasked with serving child support documents as well as to cover all courts when in session. It is mandated that when a circuit court is in session that two officers are to be in the courtroom. In Laurens County, General Sessions court has times when two courtrooms are in session, as well as Family Court, Probate Court, and Magistrates Court. Having this many courts going on, the paper service for Family court actions decrease. These two positions will free up two fulltime deputies to continue to serve papers while satisfying the requirements of the court.</p>
Increase Part-time Salaries			

	FULL-TIME SALARY	\$127,838.34	
	PART TIME SALARY	\$30,000.00	
TOTALS		\$ 157,838.34	

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$52,000.00	<u>Programming 800 Radios</u> - In 2017, Palmetto 800 and Motorola are updating the 800 Mhz system to P25. In order for our radios to continue to work we must update them to continue operability. The cost for this update is \$500.00 per radio. The Sheriff's Office has 103 radios and all will need this update or they will not work on the system once it is in operation. The current price for a new radio that is already P25 updated is \$3500.00.	no	
\$50,000.00	<u>In-car Printers</u> - Starting January 1, 2018 it is a requirement that all SC Law Enforcement Agencies be in full compliance with submitting citations electronically. The Sheriff's Office record management system is set up to transmit the citation to SCDMV as required. Currently the Sheriff's Office is using paper citations and we must write the ticket(s) and give to the violator, send the court copy to the appropriate official (within 48hrs of the issue date), maintain all copies till court, bring the ticket(s) to court to be signed off by the judge, and then mail in the DMV copy to SCDMV once disposed. Once this mandate takes affect, will must still do the above steps, and add entering the citation into the records management system to be electronically transmitted- within 3 days off issuance. To be more effective and efficient in our job tasks, the Sheriff's Office needs the ability to print the citations from the vehicle, during the incident. Since the deputy is required to enter the information into the system it will cut down on the duplication of work by having the ability to enter the information into the RMS and print the ticket once it is entered in the computer. The violator will be able to get their copy of the citation as normal, the information will be entered while on scene, and once the remote system synchs with the server the information will be transmitted to SCDMV as required and the ticket information will be able to be accessed by the proper Judicial court electronically. The need to send paper tickets will no longer be needed. This will benefit the deputy and allow them them to have more time to patrol their area.	no	none, execept the purchase of paper
	<u>Carpet and Installation</u> - The Sheriff's Office would like to replace the existing carpet in the office in the main level of the Annex Building. The carpet that is in there now is well over 10 years old and is		

\$8,000.00	extremely worn and stained. This updated carpeting would spruce up the appearance of the office when the public is visiting the the Sheriff and his staff. This is only to replace existing office space- The Sheriff's Office, his Administrative Assistant's office, the Uniform Patrol Commander's Office, the common area of their offices, and the Chief Deputy's Office.	yes	
\$25,000.00	<u>5 In Car 800 Mhz Radios</u> -The Laurens County Sheriff's Office covers an area of over 713 square miles. There are some areas of the county that the portable radios will not work and the deputy is not able to communicate with other deputies and/or dispatch. The purchase of 800MHZ In-Car Radios would increase officer safety by allowing deputies to communicate more successfully in areas where a	no	
\$40,000.00	<u>6 In Car Camera Systems</u> - These in car camera systems will be installed in patrol cars that currently do not have the new system. The in car camera system will be and have been beneficial to the Sheriff's Office and the County by assisting in video recording incidents to be used in criminal prosecution, civil ligation, citizen complaints and in risk management. Each system have a sensor to detect the cars speed and if the vehicle is involved in a collision and if a predetermined threshold is reaced the camera will begin to record. This enables key personnel to have a video recording of the event.	no	
\$15,000.00	10 Tasers-The Sheriff's Office began using tasers in 2009. The tasers are invaluable to the deputies in apprehending suspects while keeping them safer. Most all of our tasers are out of warranty and with the taser being exposed to varying elements and used on a daily basis they are beginning to break and wear out. This money would be used to purchase new tasers or have the current tasers replaced using tasers prorated price schedule. We currently have 64 tasers in use. Age of Unit Replacement Cost > 1 year in service, but less than 2 years \$370.00 > 2 years in service, but less than 3 years \$470.00 > 3 years in service, but less than 4 years \$570.00 > 4 years in service, but less than 5 years \$670.00	yes	

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Laurens County Sheriff's Office
DEPARTMENT NAME

542
DEPARTMENT NUMBER

216 W. Main St.
Laurens, SC 29360
PHYSICAL ADDRESS

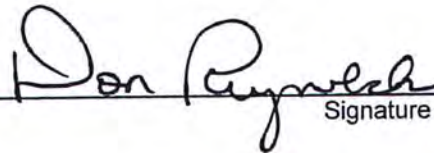
P.O. Box 68
Laurens, SC 29360
MAILING ADDRESS

864-984-4967
TELEPHONE NUMBER

864-984-4014
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Don Reynolds Sheriff
Department / Agency Director Name Title


Signature

dreynolds@laurenssheriff.com
E-mail Address

Jarvis Reeder Chief Deputy
First Alternate Name Title


Signature

jreeder@laurenssheriff.com
E-mail Address

Michael Coats Captain
Second Alternate Name Title


Signature

mcoats@laurenssheriff.org
E-mail Address



January 26, 2017

Captain Robert Wilkie
Laurens County Sheriff's Office
PO Box 68
Laurens, SC 29574

Dear Captain Wilkie,

You've chosen a great time to explore the powerful and positive impact LeadsOnline will have on your clearance rates for Part 1 crimes. Based on the input of more than 32,000 investigators and more than 22,000 reporting businesses, the LeadsOnline system has been fully upgraded and is ready for you to use. As you review this proposal, please also glance over the mission statement for your agency. I believe you will find that LeadsOnline directly contributes to your agency's most important strategic objectives.

LeadsOnline is the nation's largest online investigative system used by law enforcement to solve crimes – from burglary and identity theft to homicide and narcotics. There is no equipment to maintain and no IT work required – detectives and reporting businesses simply access their respective LeadsOnline services via an encrypted password-protected connection from their browser.

Hiring LeadsOnline means you are joining thousands of law enforcement agencies across America that have turned boxes, file drawers and hard drives full of transaction records into useful crime-solving data. Agencies tell us that the instant hits on crime-related transactions from within and outside their jurisdiction make LeadsOnline a must-have service. LeadsOnline will help you solve more crimes in less time, and bring a new level of confidence to your investigators.

LeadsOnline provides actionable intelligence you need to address at least seven strategic areas:

1. Metal Theft: City and county governments, power companies, telecommunications companies, businesses, and citizens are very familiar with the metal theft epidemic. Metal theft is highly destructive, and your community is often stuck with the repair bill. LeadsOnline provides detectives with direct access to transaction information and images from scrap metal recyclers in order to solve these crimes.
2. Drug Crimes: Your local drug problem is funded in part by stolen property, including metal, and these crimes are solved each day by detectives using LeadsOnline.
3. Homicides/Major Crimes: Homicide investigators know that sometimes suspects sell the victim's property, so they seek information from all sources. Instant access to activity within and outside the jurisdiction is critical and there is no time to waste. LeadsOnline can provide the break you need, even when key evidence is hundreds of miles away.
4. Property Crimes: Unfortunately nearly everyone knows what it feels like to have something stolen, and clearance rates for property crimes tend to rank among the lowest. LeadsOnline helps your agency instill confidence among local residents.

5. Stolen Guns: LeadsOnline equips your investigators to recover stolen guns sold within and outside of your jurisdiction.
6. Operational Efficiency: LeadsOnline will relieve a great deal of the costs you incur today, effectively providing you with additional staff for more pressing functions. Your agency will solve more crimes more efficiently than ever before.
7. Community Awareness: LeadsOnline ReportIt enables citizens to electronically store serial numbers, images and receipts for their property so that accurate records are available in the event of loss. Use our media kit to create your own community awareness program.

Solve more of your Part 1 crimes

- ✓ Investigators get timely actionable intelligence at the click of a mouse.
- ✓ Investigators see within and beyond your jurisdictional boundaries. Criminals can't hide.
- ✓ ALL types of businesses - pawn, secondhand, game stores, gold buyers, eBay, and scrap metal recyclers report via LeadsOnline. Find your criminals where they least expect it.
- ✓ Automated NCIC hit reports. The odds of solving a crime increase dramatically.
- ✓ Staff who were doing data entry can now support investigations as crime analysts. Sgt. Hughes from Lamar County, GA said it best, "This is like picking fish out of a barrel!! All I have to do is log in, and I start matching up pawned/scrapped/stolen articles with the thefts and burglaries that have occurred in our County."

References

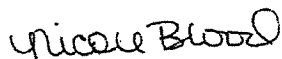
Below is contact information for investigators who were once in your shoes and now use LeadsOnline in their criminal investigations:

Jason Tapp	Detective	Spartanburg PD	(864) 596-2065
Donald Robinson	Lieutenant	Richland County Sheriff	(803) 576-3047
Casey Pace	Detective	North Charleston PD	(843) 740-2575

They may not be able to answer questions about specific features, so call me for help with those.

You can also browse more than 1,000 success stories listed at www.leadsonline.com/success. I look forward to adding your successes to the list!

Sincerely,



Nicole Blood
Account Executive



2017 PRICING SCHEDULE – LAURENS COUNTY SHERIFF'S OFFICE, SC

Crook-Catching Capability	Fastfind	TotalTrack	PowerPlus
Online reporting system for all pawn/secondhand stores	✓	✓	✓
Unlimited accounts/searches for your personnel working your cases	✓	✓	✓
Images of property, sellers, vehicles, thumbprints, etc. as reported	✓	✓	✓
Legacy data import (from existing in-house database)	✓	✓	✓
Updates, training and support for agency personnel and businesses	✓	✓	✓
Transaction Monitor – Audit system for reporting compliance	✓	✓	✓
ReportIt citizen property inventory system	✓	✓	✓
Automated NCIC/stolen property hits	✓	✓	✓
Message Inbox (alerts and communication to and from businesses)	✓	✓	✓
Daily Stats (hits and statistics for each investigator)	✓	✓	✓
Property Hold Management System	✓	✓	✓
Statewide search access	✓	✓	✓
Nationwide search access		✓	✓
Saved (continuous) searches/Email hit alerts +		✓	✓
eBay First Responder Service		✓	✓
Persons of Interest inter-agency suspect information system		✓	✓
Suspect variations and associations reports		✓	✓
Statement Analyzer		✓	✓
Submit lists of known suspects and/or property (file upload)			✓
Online reporting System for scrap metal dealers			✓
Phone Forensics Search (Cellebrite File Format)			✓
CompStot Mapping System			✓
Case Search – Search multiple items looking for potential suspects++			✓
Public Classified Ads –Craigslist			✓
Annual subscription	\$3,443	\$3,893	\$4,728

+ Limited to 60 total concurrent entries for TotalTrack and 90 for PowerPlus

++ Limited to half the number of saved searches

Pricing and terms presented will expire 45 days from date of proposal. A formal written Agency Agreement executed by both parties is required, the terms of which will supersede all prior communications and understandings.

WHITAKER FLOOR COVERINGS, INC.

2625 Winnsboro Rd., Newberry, SC 29108

803-276-2884

Fax 803-276-2836

January 18, 2017

Laurens County

Sheriff's Office

Sheriff's Office # 3

Carpet Tile- Mohawk Down Load 589 Memory \$1,536.00

Offices # 1, 2 and 4

Carpet Tile- Mohawk Fired Up 589 Inky \$4,480.00

Price includes materials, labor and SC sales tax.

Communication Service Center, Inc.



Jason Winchester
4 Sulphur Springs Rd.
Greenville, S.C. 29617
864-246-0914 Shop
864-304-0299 Cell
864-246-2303 fax

TO: Laurens Co. Budget Quote

ATTN: Capt. Coates

Quantity	Model Number	Description or Specification	Unit Price	Extended Price
1		Brother Pocket jet printers	\$364.00	\$364.00
1		BROTHER CAR ADAPTR HARD WIRED	\$35.00	\$35.00
1	C-ARPM-117	Arm Rest Mount	\$250.00	\$250.00

C-PM-109	Universal mount	\$160.00
Headrest	Headrest printer mount for brother printer	\$550.00

Terms:	Net 30 days after shipment	Equipment	\$649.00
Shipment FOB	Destination	Taxes 6%	\$38.94
Delivery	4 weeks	Removal	
Date	24-Jan-17	Freight	\$75.00
Proposal #	17-01	Installation	
		TOTAL	\$762.94

Fast, Reliable Full-Page Printing for Public Safety Professionals



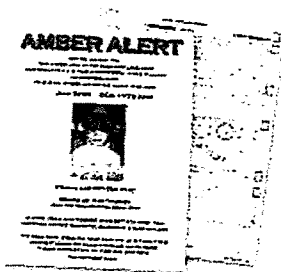
Legendary PocketJet® reliability, faster print speeds, Freedom Architecture for easier integration.

With PocketJet® 7 Series mobile printers, officers can print out warrants, Amber and Silver Alerts with high-quality pictures, accident photos, e-citations and more, right from their vehicles, or from their wireless-enabled tablets and smartphones.

This graphics capability and full-page size can help speed apprehension, reduce identification problems, provide clearer documentation of accident and crime scenes, enhance driver-information exchanges, and print detailed maps, directions and more.

PocketJet® 7 Series models can easily connect via USB to vehicle-mounted laptops and be mounted in an almost unlimited variety of orientations, including upside down. Vehicle mounts and power options to address virtually any vehicle, including motorcycles, are available. For use with popular tablets and smartphones, there are PocketJet® 7 models with wireless connectivity via Wi-Fi® Direct or Bluetooth® technology and AirPrint™, Google Cloud Print™, and Mopria™ compatibility for right-out-of-the-box printing with additional apps or drivers.

Freedom Architecture.



“Freedom Architecture” in the PocketJet® 7 Series of mobile thermal printers from Brother™ means developers and integrators can easily integrate these printers into their solutions without having to write specialized drivers for Apple AirPrint™, Google Cloud Print™, and Mopria™ enabled devices. Free SDKs are available for Brother™, as well as open source code, for those who require additional development assistance for other platforms. 8.5" wide page printing

Full-page printing from laptops and a wide range of mobile devices.

Easily print accident reports, depositions, maps and other full-page documents in the field, in their original sizes, in their native Microsoft® Word®, Excel®, PDF or other common formats, right from your officers' PCs, handhelds, or from many tablets or smartphones.

Brother Printer for eTicket Requirement 2018

Print documents with high-resolution text, graphics and pictures.

Your officers can quickly print high-resolution text and pictures – in up to 300x300dpi – from their vehicles, critical for speeding apprehension of suspects from Amber and Silver Alerts and other investigations, as well as helping to minimize identification problems from execution of warrants and subpoenas, and for documenting accident and crime scenes.

Print full-page documents faster.

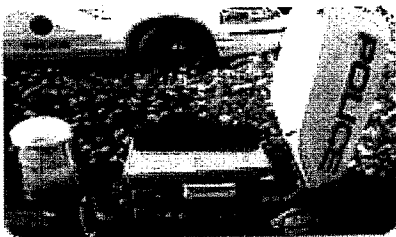
PocketJet® 7 Series mobile printers print at up to 8ppm – much faster than our widely deployed previous PocketJet® models – making them among the fastest mobile printers on the market today. Your officers will be able to print their documents faster in the field, where every minute counts.

Easier to operate and maintain in the field.



The thermal printing technology used in the PocketJet® 7 Series of mobile printers works in almost any climate, and has been proven to perform reliably in public safety every day from Arizona to Anchorage. There are no inks or toners to maintain and replace – there's only one consumable: thermal cut-sheet or continuous-roll paper*. Various papers are available from Brother™, including thermal papers designed to stay clearly readable for 20 years or more, synthetic media that resists extreme weather, and more.

Easily adaptable to a variety of vehicles.



At only about 10" in length, about 2" wide and 1.25" high, and weighing about 1.3 lbs, PocketJet® 7 Series printers are among the smallest full-page mobile printers. A variety of vehicle mounting and power options* are available to adapt them to almost any vehicle in your fleet. And if you've already been using PocketJet® 3 or PocketJet® 7 printers in your vehicles, you can use those same mounts for the PocketJet® 7 printers.

PocketJet® 7 motorcycle mount*

ATTENTION! Saturday, January 21, from 2am to 5am CT, our site will be unavailable due to maintenance. 🛑

Account Log On or Create Account 🛒 Cart (0)



brother PJ 723 vehicle kit
 HARDWARE SOFTWARE SOLUTIONS CLOUD BRANDS BLOG DEALS

800.800.4239

Home > Printers, Scanners & Print Supplies > Thermal Printers > Bar Code/Thermal Printers



Brother PocketJet PJ-723 - Basic Kit - printer - monochrome - direct therma

brother at your side Mfg. Part: PJ723-BK | CDW Part: 4068140 | UNSPSC: 43212108

★★★★★ [Read 1 review](#) [Write a review](#)

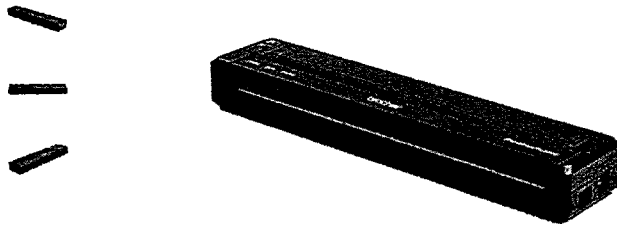
Availability: 2-4 days Orders placed today will ship within 4 days

1 ~~\$459.00~~
\$394.99

Advertised Price

Lease Option (\$12.32 /month) [View](#)

[Add to Cart](#)



Product Details

- Basic Kit
- printer
- monochrome
- thermal paper
- A4/Legal
- 300 x 203 dpi
- up to 8 ppm

[View More](#)

Recommended Warranty

1YR REPL PLAN \$300-\$399.99 3YR OEM

0 ~~\$39.99~~
 Advertised Price

[Log On to Email this page or Save as Favorite](#)

Customers With Similar Interests Also Viewed (7)

Brother PocketJet 6 Plus PJ663 Monochrome Thermal Mobile...	Brother PocketJet PJ-762 - printer - monochrome - direct...	Brother PocketJet PJ-773 - printer - monochrome - direct...	Brother PocketJet PJ-763 - printer - monochrome - direct...	Brother PocketJet PJ-763MFI - printer - monochrome - direct...
\$403.99 Advertised Price	\$297.99 Advertised Price	\$409.99 Advertised Price	\$403.99 Advertised Price	\$404.99 Advertised Price

PRODUCT OVERVIEW

Main Features

- Basic Kit
- printer
- monochrome
- thermal paper
- A4/Legal
- 300 x 203 dpi
- up to 8 ppm
- USB 2.0

The PocketJet is the amazing A4 portable print solution. The PocketJet fits easily into a briefcase or computer bag and can be effortlessly mounted in vehicles or other work areas. Due to its advanced thermal technology, you can print in any environment without having to deal with inks and toners, making it the perfect portable print solution. And, because the PocketJet prints in A4, it's ideal for printing documents onsite where more detailed information is required, such as invoices, service reports and delivery notes. So give your mobile workforce an advantage over the competition with the PocketJet, the great portable printers.



MOTOROLA

intelligence everywhere™

Palmetto 800 Shared Mission Critical Voice and Data Public Safety Network

P25 PRICE NOTIFICATION FOR BUDGETING PURPOSES

Dear Pal800 Customer,

In accordance with the State Contract, in 2017 Motorola will be upgrading the Palmetto 800 system to P25 and adding additional coverage. Since 1995 when the first state contract was signed, the user rates have been held constant without any rate increases. In 2008, a P25 rate structure was added to the state contract with the pending P25 technology migration imminent. Today users pay the P25 rates where P25 is currently available. As the system is upgraded all users will fall under the P25 rate structure. While the P25 rates are higher than the current 4.1 rates, the P25 rates are the same as the 2008 State Contract (no increase) in the new contract which took effect July 1, 2016. The State Contract rates are set to remain the same through the Contract period ending June 30, 2023.

This letter is to help assist you with budgeting for the new P25 rates.

If you have any questions, please do not hesitate to give us a call at 803-407-5603 (Alicia Culley) or 803-407-5605 (Susan Thomas-Powers).

Regards,

Susan Thomas-Powers
Operations Manager
Motorola – Palmetto 800



MOTOROLA

intelligence everywhere

Palmetto 800 Shared Mission Critical Voice and Data Public Safety Network

P25 PRICE NOTIFICATION FOR BUDGETING PURPOSES

Customer Name: Laurens County Sheriff's Department

Account Number: 6945AA

We are providing these rates now in order for you to plan accordingly during your budgeting process for your next budget year.

Current Rate:

3 Site Rate @ \$26.50, per unit, per month
(Greenwood, Joanna and Laurens)

New Rate: (2017/2018 Budget Year)

**3 Site Rate @ \$30.48, per unit, per month
(Greenwood, Joanna and Laurens)**

(Rates do not include any applicable taxes, activation fees, or any other costs associated with any other system features or add-on services)



220 Aberdeen Drive
Florence, SC 29501

January 1, 2017

Don Nicholson
President

Laurens County Sheriff
Attn: Accounts Payable

REF: Renewal fees rate increase.

As the cost of business continues to soar we are forced to implement the following on your renewal date **effective July 1, 2017 through June 30, 2018.**

We will increase our recurring rates by **10% (Rounded to a whole dollar).**

Below is how this will affect your account:

	Current	New
Lawtrak:	\$3,960.00	\$4,356.00

THIS IS NOT AN INVOICE -DO NOT PAY.

All other fees for services will remain the same.

Our policy on past due accounts will remain the same. We will discontinue services for any customer whose accounts receivable balance is over sixty days past due until this balance is resolved. It is critical that we keep our accounts receivable under control.

Our goal is to continue providing quality services to all our customers. We hope you'll agree that even with these changes our services remain an excellent value.

Thank you for your business and support of Nicholson Business Systems.

Sincerely,

Don Nicholson
President

Nikki R. Haley

Governor



Kevin A. Skwedo

Executive Director

State of South Carolina

Department of Motor Vehicles

December 1, 2016

Sheriff Rick Chastain
Laurens County Sheriff's Office
P. O. Box 68
Laurens, SC 29360

The South Carolina Department of Motor Vehicles (SCDMV) would like to thank each of you who attended the vendor information meetings held on August 23, 2016 and October 27, 2016. The intent of the meetings was to update each Agency and their vendor on the technical instructions and the submission requirements of the eCitation system per the amended House Bill H. 3685.

Two important dates were referenced during the meeting. The first date is January 1, 2017. Each South Carolina Law Enforcement Agency must have a written action plan in place explaining how they will electronically submit their citation data to the Courts and SCDMV; whether it will be via SCCATTS, a selected vendor, or the SCDMV web-based portal.

If your Agency utilizes Advanced Constables certified by SLED, they will be required to comply to the SCCJA officer number format, which is 0000-0000. The SCCJA officer number is a required field for SCDMV and with the new eCitation database system, the format will have to be identical to the standard SCCJA officer number, otherwise the system will reject the citation. Because the Advanced Constables' AD number is only five characters long, a format has been created and approved to comply with the standard SCCJA officer number and our database system; CON1-2345 where 12345 represents their SLED assigned AD number.

An action plan will need to define the way your Agency will meet the electronic submission requirements through detailed action steps that describe how and when these steps will be taken. Each step should incorporate the following information:

- What actions/ modifications will occur?
- Who will carry out these actions/modifications?
- When will the changes begin?
- What resources (equipment, SCCATTS, vendor, web-portal, etc.) are needed to carry out these changes?

Action Plans will need to be submitted to SCDMV no later than January 1, 2017 either by mail to South Carolina Department of Motor Vehicles, Procedures and Compliance Department, P. O. Box 1498, Blythewood, South Carolina 29016, Attention: Monique Richardson or by email, Monique.Richardson@scdmv.net.

Post Office Box 1498, Blythewood, South Carolina 29016

Page 2
December 1, 2016

The second date is January 1, 2018. Every South Carolina Law Enforcement Agency must be in full compliance with submitting citations electronically. Sending paper citations through the mail for processing will no longer be acceptable.

Agencies may continue to use paper tickets when writing violations, however your method of transmitting to the Courts and SCDMV must be electronic.

Having your vendor certified by South Carolina Department of Motor Vehicles is essential. Agencies that currently have a vendor or are planning to hire a vendor to process their eCitations will need to make sure their vendor takes the necessary steps for getting certified by SCDMV. The eCitation certification processing requires less than a 1% error rate for 25,000 citations for Agencies who process more than 50,000 citations annually or 25% for Agencies who process less than 25,000 citations annually. An error processing plan showing how the errors will be analyzed and corrected will need to be established and communicated via the plan of action.

~~Vendors who are not certified will not be permitted to represent any South Carolina Law Enforcement Agency. In order for SCDMV to move forward with vendor certification, Non-Disclosure Agreements will need to be signed and returned from vendors to SCDMV no later than December 9, 2016.~~

Agencies who are interested in the South Carolina Collision and Ticket Tracking System (SCCATTS) will need to get in touch with Wilson Matthews, the SCCATTS Program Coordinator. Wilson is responsible for coordinating and conducting SCCATTS training sessions for all South Carolina Law Enforcement Agencies. Wilson's contact information is WilsonMatthews@scdps.gov or 803-896-9959.

Agencies who are interested in the SCDMV web-based portal will need to contact Monique Richardson at Monique.Richardson@scdmv.net. We are only recommending the web-based portal for Agencies who average less than 300 citations monthly. We are currently finalizing the SCDMV web-portal training presentation which will be posted to the member service website for accessing. We anticipate the training to be available in January 2017. If your Agency does not have access to member services, you will need to contact SLED.

Once you've been approved, SCDMV does not need for you to send paper tickets. However, we suggest that you hold on to your paper tickets for at least 10 days before discarding.

Sincerely,

Shirley H. Rivers

Shirley H. Rivers,
Deputy Director
Procedures and Compliance

**GENERAL
FUND
DEPT. 543
SOCIAL SERVICES**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 543 Social Services

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
53090	Telephone	17,925	19,142	17,593	19,650	8,756	19,950
62010	Utilities/H.H.S. Building	52,356	57,536	55,901	50,000	24,860	57,560
	TOTALS	70,281	76,678	73,494	69,650	33,616	77,510

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Laurens Co. Dept. Of Social Services
DEPARTMENT NAME

DEPARTMENT NUMBER


93 Human Services Road Clinton SC 29325
PHYSICAL ADDRESS

PO box 409 Laurens, SC 29360
MAILING ADDRESS


864-547-8095
TELEPHONE NUMBER

864-833-1681
FAX NUMBER


Person(s) Authorized for Expenditure of Funds:

Kenneth McBride Interim County Director 
Department / Agency Director Name Title Signature

kenneth.mcbride@dss.sc.gov
E-mail Address

Wendy Ferguson HR Liaison/business Manager 
First Alternate Name Title Signature

wendy.ferguson@dss.sc.gov
E-mail Address

Anita Stoddard Administrative Specialist II 
Second Alternate Name Title Signature

anita.stoddard@dss.sc.gov
E-mail Address

GENERAL

FUND

DEPT. 512

TREASURER'S OFFICE

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 544 Treasurer

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	255,065	271,577	281,707	290,202	136,249	
11010	Part Time Salaries	22,785	11,360	14,115	25,816	8,269	
21040	Travel Allotment	1,203	1,203	1,206	1,200	557	
27000	Advanced Drug Testing	25	75	50	50	0	50
43030	Equipment Maintenance	400	240	0	500	0	500
53090	Telephone	3,135	3,186	3,171	3,200	1,272	2,500
56050	Dues and Memberships	465	555	370	565	285	565
57080	Training	1,090	1,230	1,175	1,500	515	1,500
57092	Travel Expenditures	2,843	2,334	1,658	3,000	939	3,000
61700	Office Supplies	13,253	24,507	9,041	10,000	5,457	10,000
61800	Postage	72,158	100,065	113,421	80,000	17,400	50,000
61910	Vehicle Fuel	610	264	256	600	94	400
81002	Treasurer Cost Exp			196,451	160,000	132,468	300,000
81003	Treasurer Decal Exp			9,906	10,000	2,493	20,000
	Treasurer Contingency	(19,194)	(54,762)	(59,991)	(30,000)	0	
	Subtotal Salaries	277,850	282,937	295,822	316,018	144,518	0
	Subtotal Benefits	1,203	1,203	1,206	1,200	557	0
	Subtotal Operating	74,785	77,694	275,508	239,415	160,922	388,515
	TOTALS	353,838	361,834	572,536	556,633	305,997	388,515

Treasurer reimburses any budget deficits with Treasurer's Cost Revenues. These Revenues can only be utilized by the Treasurer for expenditures. Each year the balance of the remaining funds is posted to the Fund Balance Reserves.

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

TREASURER
DEPARTMENT NAME

544
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
81002	160,000	300,000	TREASURER COST, COVERED BY STATUE. NOT PART OF COUNTY BUDGET
81003	10,000	20,000	DECAL FEE, MONEY IS GENERATED FOR 1.00 FEE, COVERED IN STATUE

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
53090	3,200	2,500	REDUSED COST OF PRTC SERVICES
61800	80,000	50,000	TRESURER COST WILL COVER EXCESS
61910	500	400	FUEL PRICES ARE LOWER

**GENERAL
FUND
DEPT. 545
VETERANS AFFAIRS**

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 545 Veterans Affairs

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
11000	Salaries	99,495	98,982	98,824	105,441	46,938	
11010	Part Time Salaries	10,238	9,167	9,210	12,636	4,518	
43030	Equipment Maintenance	6,585	3,550	4,086	3,200	1,815	4,000
43090	Vehicle Maintenance	653	384	931	1,500	104	1,500
44040	Telephone System Lease	734	0	0	0	0	0
53010	Cell Phone	1,924	1,551	1,739	1,800	1,168	1,800
53090	Telephone	3,635	2,388	2,477	3,000	1,501	3,000
57092	Travel/Meetings	2,883	2,017	2,065	2,000	1,134	2,500
61700	Office Supplies	5,376	5,610	6,599	5,000	1,533	5,000
61800	Postage	1,338	1,851	2,228	2,000	1,153	3,000
61900	Vehicle Supplies	237	164	0	1,000	113	1,000
61910	Vehicle Fuel	2,379	2,202	1,422	2,700	686	2,700
	Subtotal Salaries	109,733	108,149	108,034	118,077	51,456	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	25,744	19,717	21,548	22,200	9,208	24,500
	TOTALS	135,477	127,866	129,582	140,277	60,664	24,500

Request	Fiscal year 2018
PERSONNEL REQUEST FORM	
DEPARTMENT:	VETERAN AFFAIRS OFFICE
JOB TITLE OF REQUESTED POSITION:	FULL TIME CLERK
JOB DUTIES OF REQUESTED POSITION	
<p>To prepare claims for vetrans and their dependents. For example: Compensation claims, Pension claims, Health Eligibility claims, Burial benefits. Claims for widow's, Educational benefits, assisting in the office with claims while we are making our outreach program known to the citizens of Laurens County.</p>	
JUSTIFICATION FOR ADDING POSITION:	
<p>You must complete a detailed justification here for all positions requested. Attach any reports or statistics that document the need for added personnel. For example, if you are stating here that your department workload has increased you need to include documentation that proves your statements.</p> <p>Last year our Laurens County Veteran Affairs Office completed over 650 claims, had over 4000 consults with veterans, over 500 letters, tuition claims and special inquiries and over 1000 other forms that are used for income verification, and or other businesses that require veteran's information. The above figures do not include any outreach totals that we completed. This office received over 1500 incoming calls from veteran's and dependents. The Veteran's Office seen over 1700 walk-ins in 2016. The number of walk-ins is overwhelming. Compound this with the numbers from above, and our homebound veterans and our elderly veterans, dependents, hospitals, nursing homes, and assisted living facilities, you have people who can not receive the help they need.</p>	
ESTIMATED SALARY OF REQUESTED POSITION	\$24,079.00
ESTIMATED HIRE DATE:	July, 2017



"Working for America's Veterans"
Laurens County Veterans Affairs Office

VAN INFORMATION:

Model: E 350XL SUPER DUTY

YEAR: 2005

Mileage: 204,563

REF: REQUEST FOR A NEW LAURENS COUNTY VETERAN'S VAN

Our current van is 12 years old and has 204,563 miles. By replacing our current van with a new one will allow us to keep it as part of the Dorn VA Hospital Fleet where all maintenance, fuel, and insurance are paid. This is over a \$30,000 savings to the Laurens County Taxpayers. Another savings for Laurens County is the current wheel chair lift can be used in the new van. By doing this we are showing Laurens County Council and the taxpayers that Laurens County VA maintains and uses their equipment to its fullest extent

If a new van is purchased it will continue to serve the Veterans of Laurens County, and the old van will be sent back to Laurens County to be used in the county or sold. Your help in this matter is greatly appreciated.

Carey D Bolt, JR

A handwritten signature in black ink, appearing to read "Carey D Bolt, JR".

Laurens-Greenwood County Veteran Affairs Officer



FIRMIN FORD, INC.

921 East Main Street
Laurens, SC 29360
(864) 682-3111
Fax (864) 682-8826



Firmin Ford is please to quote the following:

- 1: 2016 Transit Wagon XL white in color
- 2: 3.7L TIVCT V6 Engine
- 3: 6 Speed Auto Tranmission
- 4: Running Boards Passenger Door
- 5: Reinforced floor for lift in van
- 6: Take out an reinstall existing lift in van

Total price for Van an all work is \$37,500 plus tax and tag

THANKS

Bob Pace

GENERAL

FUND

DEPT. 546

PURCHASING/VEHICLE

MAINTENANCE

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 110 General Fund

Department: 546 Purchasing/Vehicle Maint

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Request
						12/31/16 Actual	
11000	Salaries	49,588	49,552	49,725	50,456	24,008	
43090	Vehicle Maintenance	714	(778)	248	1,200	23,788	1,200
44030	Copying Machine Lease	12,694	14,434	12,923	13,000	1,146	13,000
53010	Cell Phone	1,480	1,278	1,671	1,300	624	1,300
53090	Telephone	1,164	1,106	1,308	1,000	803	1,000
54000	Advertising Notices	2,309	774	361	400	99	400
57092	Travel/Meetings	119	128	20	650	0	650
61040	Computer Supplies	251	0	1,742	200	0	200
61700	Office Supplies	440	159	159	300	66	300
61800	Postage	2	59	229	75	0	75
61900	Vehicle Supplies	330	845	634	600	0	600
61910	Vehicle Fuel	2,720	1,795	1,209	2,000	507	2,000
	Subtotal Salaries	49,588	49,552	49,725	50,456	24,008	0
	Subtotal Benefits	0	0	0	0	0	0
	Subtotal Operating	22,223	19,800	20,504	20,725	27,033	20,725
	TOTALS	71,811	69,352	70,229	71,181	51,041	20,725

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Purchasing/Vehicle Maint.
DEPARTMENT NAME

546
DEPARTMENT NUMBER

100 Hillcrest Sq. Adm. Suite
PHYSICAL ADDRESS

PO BOX 445
MAILING ADDRESS

864-984-5199
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

William M. Wilson
Department / Agency Director Name Title

William M. Wilson
Signature

bwilson@co.laurens.sc.us
E-mail Address

First Alternate Name Title Signature

E-mail Address

Second Alternate Name Title Signature

E-mail Address

GENERAL

FUND

DEPT. 551

INSURANCE AND BENEFITS

LAURENS COUNTY HEALTH INSURANCE PREMIUMS effective JANUARY 1, 2017

HEALTH SAVINGS PLAN	ACTUAL MONTHLY	PREMIUM PER	MONTHLY	SUBSIDY PER	EMPLOYER SHARE					MONTHLY
	PREMIUM	PAY PERIOD	SUBSIDY	PAY PERIOD	HEALTH	DENTAL	LIFE	LTD	ADMIN	TOTAL
	1-Jan-17									
Employee Only	\$ 12.10	\$ 5.58	\$ -	\$ -	\$ 452.64	13.48	0.28	3.22	3.00	\$ 472.62
Employee/Spouse	\$ 96.52	\$ 44.55	\$ -	\$ -	\$ 896.56	13.48	0.28	3.22	3.00	\$ 916.54
Employee/Children	\$ 25.54	\$ 11.79	\$ -	\$ -	\$ 694.70	13.48	0.28	3.22	3.00	\$ 714.68
Full Family	\$ 140.92	\$ 65.04	\$ -	\$ -	\$ 1,122.52	13.48	0.28	3.22	3.00	\$ 1,142.50

STANDARD PLAN	ACTUAL MONTHLY	PREMIUM PER	MONTHLY	SUBSIDY PER	EMPLOYER SHARE					MONTHLY
	PREMIUM	PAY PERIOD	SUBSIDY	PAY PERIOD	HEALTH	DENTAL	LIFE	LTD	ADMIN	TOTAL
	1-Jan-17									
Employee Only	\$ 121.80	\$ 56.22	\$ 45.80	\$ 21.14	\$ 452.64	13.48	0.28	3.22	3.00	\$ 472.62
Employee/Spouse	\$ 315.94	\$ 145.81	\$ 93.13	\$ 42.98	\$ 896.56	13.48	0.28	3.22	3.00	\$ 916.54
Employee/Children	\$ 179.40	\$ 82.80	\$ 59.25	\$ 27.35	\$ 694.70	13.48	0.28	3.22	3.00	\$ 714.68
Full Family	\$ 382.28	\$ 176.44	\$ 106.82	\$ 49.30	\$ 1,122.52	13.48	0.28	3.22	3.00	\$ 1,142.50

DENTAL (employee cost)	BASIC	PLUS
Employee Only	\$ -	\$ 25.96
Employee/Spouse	\$ 7.64	\$ 52.46
Employee/Children	\$ 13.72	\$ 60.50
Full Family	\$ 21.34	\$ 78.60

State Vision Plan (employee cost)	
Employee Only	\$ 7.00
Employee/Spouse	\$ 14.00
Employee/Children	\$ 14.98
Full Family	\$ 21.98

SUPPLEMENTAL LTD (employee cost)		
AGE	90 DAY	180 DAY
< 31	0.00056	0.00045
31-40	0.00078	0.0006
41-50	0.00154	0.00117
51-60	0.00311	0.00239
61-65	0.00374	0.00287
>65	0.00457	0.00351

**Tobacco users will pay a \$40-or \$60-per mth surcharge in addition to health premiums

DEPENDENT LIFE
\$15,000 = \$1.10 child(ren)

- | STEPS TO CALCULATE SLTD MONTHLY PREMIUMS |
|--|
| 1. Always select the floating decimal (F) on your calculator. |
| 2. Divide gross annual salary by 12 to determine monthly salary. |
| 3. Multiply monthly salary by rate factor from table. |
| 4. Drop digits to right of 2 decimal places; do not round. |
| 5. If number is even, this is the monthly premium. |
| 6. If number is odd, add .01 this is the monthly premium. |

GENERAL

FUND

DEPT. 555

DEBT SERVICE – CAPITAL LEASES

Laurens County, South Carolina
 \$790,000.00 Vehicles & Equipment Lease Purchase
 9940001339-00009

Compound Period: Annual

Nominal Annual Rate: 1.350 %

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Loan	08/25/2016	790,000.00	1		
2	Payment	08/25/2016	266,872.34	3	Annual	08/25/2018

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	08/25/2016				790,000.00
1	08/25/2016	266,872.34	0.00	266,872.34	523,127.66
2017 Totals		266,872.34	0.00	266,872.34	
2	08/25/2017	266,872.34	7,062.22	259,810.12	263,317.54
2018 Totals		266,872.34	7,062.22	259,810.12	
3	08/25/2018	266,872.34	3,554.80	263,317.54	0.00
2019 Totals		266,872.34	3,554.80	263,317.54	
Grand Totals		800,617.02	10,617.02	790,000.00	

Laurens County, SC
 Equipment Lease Purchase
 3 years - DRAFT

Compound Period : Annual

Nominal Annual Rate : 1.030 %

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 08/29/2013				717,000.00
1 09/05/2013	241,501.61	143.60	241,358.01	475,641.99
2013 Totals	241,501.61	143.60	241,358.01	
2 09/05/2014	241,501.61	4,899.11	236,602.50	239,039.49
2014 Totals	241,501.61	4,899.11	236,602.50	
3 09/05/2015	241,501.61	2,462.12	239,039.49	0.00
2015 Totals	241,501.61	2,462.12	239,039.49	
Grand Totals	724,504.83	7,504.83	717,000.00	

GENERAL

FUND

DEPT. 562

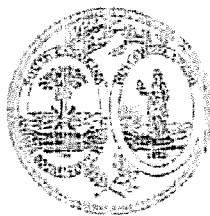
LOCAL GOVERNMENT

ASSISTANCE

The State of South Carolina

OFFICE OF THE SOLICITOR
EIGHTH JUDICIAL CIRCUIT

Abbeville
Greenwood
Laurens
Newberry



Tel: (864) 942-8800
Fax: (864) 942-8830
www.scsolicitor8.org

Suite 203, Park Plaza
600 Monument Street
Post Office Box 516
Greenwood, SC 29648-0516

DAVID M. STUMBO
SOLICITOR

January 31, 2017

Mr. John Cairne
Laurens County Administrator
Post Office Box 445
Laurens, SC 29360

Re: **Budget Request**
FY 2017-2018
John

Dear Mr. Cairne:

First of all, it is an honor to serve the citizens of Laurens County. This office has dedicated six prosecutors, two victim witness advocates, two administrative assistants, and one investigator in the tireless pursuit of justice. Five of the prosecutors, one advocate, and both administrative assistants are exclusively assigned to Laurens. While the other prosecutor, investigator, and advocate spends a substantial amount of their time dealing with Laurens matters, they also handle cases in other counties, so only a portion of their salary was used in this calculation. Based on this allocation of resources, the personnel cost alone to keep the citizens of Laurens safe is \$541,561.

While we sympathize with county council's budget constraints, we are requesting \$288,200 to offset the much greater amount of resources we are putting into Laurens. As this figure is a ten percent increase from the money we received last year, we believe this is a reasonable request.

Thank you for your consideration in this important matter. I will be glad to meet with you and county council over the next few weeks to discuss the budget request in greater detail.

Sincerely,

David M. Stumbo
Solicitor



South Carolina Association of Counties

Julie J. Armstrong, President
Charleston County

Michael B. Cone
Executive Director

JANUARY 23, 2017

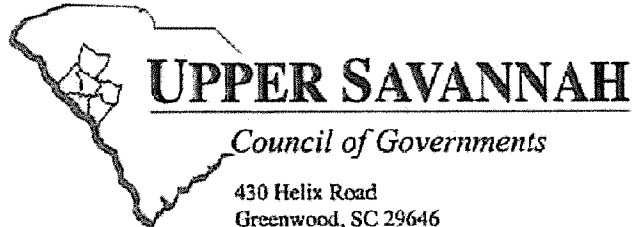
MEMORANDUM

TO: Chief Administrative Officials
FROM: Mike Cone
SUBJECT: **FY2018 Budget Request**

Please consider this as the SCAC official budget request as you begin your FY2018 budget process. Should you have any questions, please give me a call at 1-800-922-6081. Thank you for your continued support of your Association.

Your FY2018 SCAC membership service fee is as follows:

Laurens County (Membership service fee has been capped at FY2001 levels)	\$ 13,893.94
--	--------------



430 Helix Road
Greenwood, SC 29646
Telephone 864-941-8050
Toll-Free 1-800-922-7729
FAX 864-941-8090

January 24, 2017

Joe Wood Chairman
Laurens County
PO Box 445
Laurens SC 29360

RE: Annual County Participation Dues

Dear Chairman Wood:

Over the years the Upper Savannah Council of Governments has worked closely with Laurens County to improve the quality of life for its citizens, increase the efficiency by which government services are provided and help form a vision for the future. These accomplishments have been made while keeping the cost to our participating local governments as low as possible. Our per capita assessment will remain at \$.70 for FY 2018.

According to the U.S. Census Bureau's most recent county population estimates, Laurens County's population is 66,623 **Based on this population, your FY 2018 dues (beginning July 1, 2017) will be \$46,636.**

Enclosed is Laurens County's FY 2016 Annual Investment Report detailing the return your county receives for its investment in Upper Savannah Council of Governments as well as highlighting specific activities completed or underway. I hope you will take time to review this summary and let us know if you have questions or comments.

We appreciate your continued support and look forward to working with you in the future.

Sincerely,

Patricia C. Hartung
Executive Director

cc: Jon Caime

UPPER SAVANNAH COUNCIL OF GOVERNMENTS
 Annual Report to the Board Members Representing Laurens County
 For the Fiscal Year Ending 2016

Financial Review - Upper Savannah COG Revenue Highlights

Local Government Funding	\$152,203
State Aid to COG	40,965
Federal & State	2,243,729
General, In-kind & Miscellaneous	72,500
Contractual & Direct Services	<u>3,258,367</u>
TOTAL	\$5,767,764

Return on Investment – Laurens County – Fiscal Year 2016

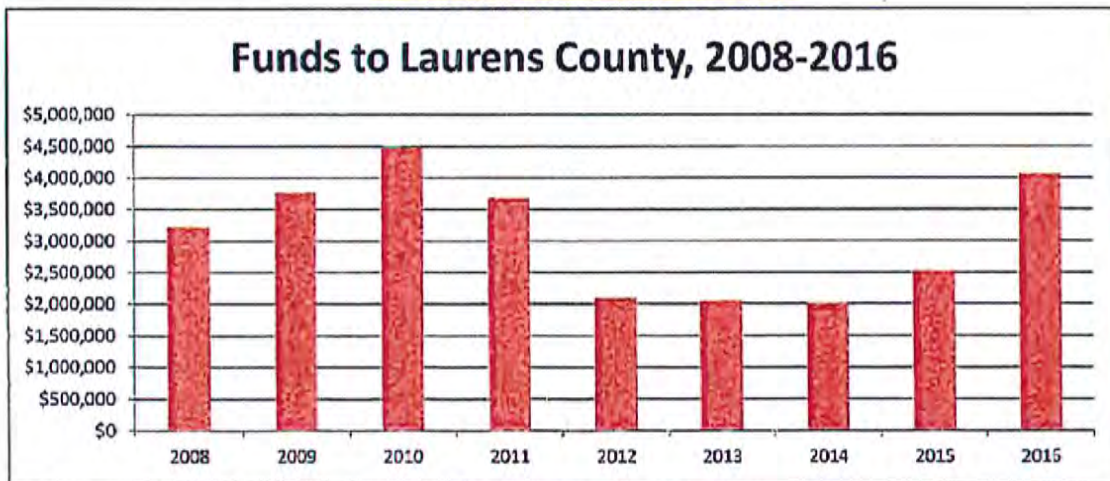
Local Government Investment	\$46,360
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Funds to Laurens County

Aging Direct Services	\$512,525
Workforce Development Direct Services	561,275
Rural Guideshare Allocation	2,302,557
Grants by USCOG Initiation – FY 2016 (see page 2)	<u>702,000</u>

TOTAL	\$4,078,357
--------------	--------------------

Return on Investment: 88:1



Direct Services funding consists of federal and state dollars for Workforce Development and Aging program services provided to the counties in the Upper Savannah region based on performance, need and eligibility. The COG administers these two programs under contract for direct service delivery and is responsible for the allocation and fiscal administration of these dollars. The funds assist in delivering services that provide for the health, welfare and employment of certain segments of a county's population, thus easing the financial and administrative burden on local governments. Rural Guideshare funds are Federal Highway Administration dollars designated for highway system improvements. Projects are prioritized by the USCOG Board of Directors for final consideration by the SCDOT Commission.

Direct grants awarded in Fiscal Year 2016 consist of the following:

- **CDBG - \$702,000 – City of Clinton Lydia Mill Sewer Upgrade**

Laurens County Highlights

City of Clinton Lydia Mill Sewer Upgrade – CDBG project awarded in FY 2016 to upgrade sewer service in mill village. Construction is underway.

Laurens County Joanna South Hampton Water & Sewer Upgrade (Phase IV) – Ongoing project awarded in FY 2014 involves water and sewer system improvements on South Hampton Avenue and Sims Street in the Joanna Mill Village. Project is near completion.

City of Laurens CSI Phase II - CDBG FY 13 project with rehab, demolition and water and sewer upgrades in the neighborhood adjacent to Sanders Middle School. Ongoing project that follows up the national award winning Community Safety Initiative (CSI) project that was finished in 2012 was completed in FY 2016.

Laurens County Water & Sewer Commission (LCWSC) is pursuing EDA funding to construct a sewer project that will serve industries just north of the Town of Gray Court. An EDA proposal has been prepared and submitted on behalf of LCWSC. The project will support the creation of 80 new jobs and \$17 million in capital investment.

County Finance Directors - Coordinated a meeting of the County Finance Directors to share ideas and information about computer systems, revenue generation, audits and many other topics.

South Carolina Economic Indicators Project - Working with the other nine COGs on the South Carolina Economic Indicators Project. This statewide, Economic Development Administration funded effort will help us deliver more meaningful economic data to our region's decision makers.

Elected Official's Workshop - Coordinated two Elected Official's Workshops covering the SC Ethics Act and the Freedom of Information Act.

Daycare for Job Seekers – Piedmont Technical College and Upper Savannah partnered with a nonprofit to get a Department of Labor Grant which will help Laurens County parents access daycare while preparing for a job in manufacturing.

Workforce Transition Year - The year 2015-2016 was a transition year as the area adjusted to new legislation. The largest change was gathering all workforce partners and building a system so we can work together to help businesses and job seekers. Part of that involves getting other agencies to contribute resources towards the SC Works System.

Focus on Manufacturing - The largest need in the Upper Savannah area is preparing workers for jobs in manufacturing. There are hundreds of jobs which are unfilled and several thousand job seekers in the Upper Savannah region. It is the job of the Upper Savannah Workforce Development Board to work with both businesses and job seekers to address short-term and long-term needs. Upper Savannah developed linkages with workforce boards in Anderson, Greenville and Spartanburg to start improving the pool of manufacturing workers in the Greater Upstate Region.

SC Works Centers - SC Works Centers are the focal point of the system. A total of 14,608 job seekers visited a SC Works Center during program year 2015. More than 3,000 resumes were created and uploaded for businesses to view. Nearly 4,000 job seekers found a job through the SC Works system.

WIOA Enrollment - Workforce Innovation and Opportunity Act (WIOA) enrollment was down due to decreased demand and a reduction in funding, but 622 clients were served in program year 2015.

Outreach - Upper Savannah is best known for its innovative approaches to reaching job seekers and employers. It has two large regional job fairs. Its Facebook and Twitter feeds reach thousands each week.

WIOA Program Results - Upper Savannah exceeded eight and met one of the U.S. Department of Labor performance measures for Workforce Innovation and Opportunity Act programs. Performance results were:

Youth Programs:

Placement in Employment or Education	80.2%
Attainment of Degree or Certificate	82.8%
Literacy or Numeracy Gains	69.8%

Adult and Dislocated Worker Programs:

Adult Entered Employment Rate	84.0%
Dislocated Worker Entered Employment Rate	92.7%
Adult Six Months Retention Rate	88.3%
Dislocated Six Months Retention Rate	92.6%
Adult Six Months Average Earnings	\$10,259
Dislocated Worker Six Months Average Earnings	\$14,427

CEDS Update – Updated the regional Comprehensive Economic Development Strategy (CEDS) to keep the region eligible for EDA funding.

Planning Commissioner Certification – Hosted numerous workshops to get planning commissioner, zoning appeals board members, and staff certified. As of mid- October, 103 people had received the required training.

Upper Savannah Land Trust – Continued providing technical assistance to the Upper Savannah Land Trust. The land trust is beginning the process of applying for national certification.

Transportation Planning – Continued working with SC DOT on various transportation planning projects. Continued working with the Office of Public Transit to rate and rank Section 5310 applications. Met with our local DOT Commissioner to discuss needs. Submitted mapping data on potential intersection improvement projects to SCDOT.

Transit – Received and reviewed transit grants from regional providers and forwarded them on to SCDOT.

Municipal Association – Hosted training teleconferences for the municipal elected officials.

Americans with Disabilities Act – Continued updating ADA plans for local governments and under contract for governments outside our region.

County and Municipal Clerks Meeting – Organized and hosted a regional meeting for county and municipal clerks to discuss topics of common interest.

HOME – Continued work with the HOME Investment Partnership Program. HOME is a HUD-funded program that provides rehab or new construction funding for homes of low income individuals.

InfoMentum – Continued working with the data management and mapping tool accessed through ACOG and the Upstate Alliance.

Planning – Continued assisting various municipal and county planning commissions with development or zoning questions as needed.

Grant writing – Assisted with grant writing for municipalities as requested.

HOME Consortium - The HOME Consortium was awarded \$567,282 for PY15. The housing activities of the Consortium included homebuyer, rental, and owner-occupied rehab during the program year. Three certified Community Housing Development Organization's (CHDOs) were involved with the rental and homebuyer activities: Greenwood Area Habitat for Humanity, Homes of Hope, and Nehemiah CRC.

The Greenwood Area Habitat for Humanity executed written agreements in the amount of \$49,000 for two homeowner projects. It also had six homeowner projects that were initiated prior to PY15. Four have been completed and sold to eligible homebuyers, and two are still in progress.

Laurens Habitat for Humanity executed two written agreements in the amount of \$78,000 for two homeowner projects. One is nearing completion and the other is still in progress. It also had two homeowner projects that were initiated prior to PY15. Both were completed in PY15 and sold to eligible homebuyers.

Homes of Hope did not execute any written agreements in PY15; however, one rental project executed in the previous funding year was completed in PY15. The four single family homes in the project are all occupied. Homes of Hope also has two more rental projects consisting of seven single family houses in progress. It is anticipated that both projects will be completed and fully occupied in PY16.

Nehemiah CRC executed a written agreement in the amount of \$170,000 for the construction of two 3BR single family rental units in the fifth phase of its Mathews Place project. Early in PY15, Nehemiah completed construction on Phase III consisting of eight two-bedroom duplex apartment units. Phase IV is identical to Phase III and was completed a few weeks after the end of PY15. Both Phases are fully occupied.

Contracts for eight owner-occupied rehabs were executed in the amount of \$334,643 during the program year. Five were completed in PY15, one was completed after the end of PY15, and two are still in progress. In addition, four rehabs from the previous program year were also completed.

During PY15, one request for CHDO Operating Assistance was granted to Greenwood Habitat for \$15,000. An additional grant for CHDO Operating Assistance to Nehemiah CRC from the previous year was completed and closed out during PY15.

Aging & Disability Resource Center (ADRC) Services - The Upper Savannah Aging & Disability Resource Center (ADRC) provides, coordinates and contracts for services to the Upper Savannah region’s senior population. In addition to the regional services through the ADRC described below, Upper Savannah contracts with the region’s senior centers and other providers to meet the needs of senior adults. Contracted services include transportation, home-delivered meals, congregate dining with activities, home care, and health and wellness promotion.

State Health Insurance Program (SHIP) – The SHIP program helps seniors and individuals with disabilities research and understand Medicare coverage options with their Medicare prescription drug plans and Medicare Advantage plans. This Program also counsels and assists beneficiaries with Medicare Part A & B issues and Medigap coverage, and alerts seniors to fraudulent Medicare and Medicaid practices through the Senior Medicare Patrol Program.

The Upper Savannah SHIP Program totals from July 1, 2015 to June 30, 2016.

SHIP Contacts	
Phone	1,550
Face to face	1,019
Facility	100
Emails	132
Mail	219
Total	3,020
Extra Help screenings	650
Medicaid savings plans	415
Total	1,065

Family Caregiver Support Program (FCSP) - Program provided funding to 433 caregivers as well as information, assistance, education, support, and referrals to many more throughout the region. The program provides respite, which is a break from daily care-giving that is important in helping caregivers do a better job over a longer period of time. The program also helps caregivers with supplemental services, such as incontinent supplies, nutritional supplements, and assistive technology. The FCSP also continues to be available for grandparents 55 and older caring for grandchildren 18 and younger. Many grandparents take on the parental role in order to keep the grandchildren out of the overburdened foster care system. The FCSP helps those grandparents who have stepped into the role of parent, due to death, incarceration or other parental problems with some funded services as well as information and support groups.

Information, Referral and Assistance (IR&A) - The IR&A program is designed to provide seniors and people with disabilities access to helpful resources. Upper Savannah staff includes four certified IR&A specialists.

Home Safety Program - The program has helped many individuals throughout the region with projects that improve unsafe areas in the home, including the building of grab bars and ramps, etc. Partnerships with area churches have maximized the funding potential. The AAA helped 69 people with Minor Home Repair throughout the region during FY 2016.

Income Support and Material Aid – Program assisted approximately 140 seniors throughout the region with help in the home as part of the effort to keep community-based services working to delay institutionalization and give seniors quality of life.

Legal Services Program - Program served 36 seniors with various legal concerns such as Power of Attorney, will preparation, and grandparent custody issues. Attorneys throughout the region have agreed to work with the ADRC at reasonable rates to better serve our senior population.

Home Care Program - Upper Savannah AAA provides a Home Care Program that helps seniors who are in need of services such as light housekeeping and some personal care. The program provides consumer choice for the seniors and their families and adds support to keeping older persons in their homes as long as possible. The program served 140 people in FY 2016.

Advocate for Senior Citizens - Continued to serve as an advocate for 2,267 seniors in the region's nursing homes and residential care facilities through the continued administration of the Regional Ombudsman Program.

GENERAL

FUND

DEPT. 563

SPECIAL APPROPRIATIONS



January 9, 2017

To: Laurens County—Mr. Caime and County Council
From: Laurens County Literacy Council – 2016-2017 school years (Tax ID# 57-0782961)

South Carolina ranks 39th in literacy. In Laurens County, the literacy rate is 18%. We are working laboriously to lower this number.

Students are striving daily to improve their reading and math skills. Our goal is for each student to make at least one academic gain during the year. The gains are based on students testing every forty (40) hours. We are proud to report that 1/3 of the students have made at least one academic gain in reading and /or math.

Our Mission Statement "is to provide educational programs for the Laurens County residents and families that will enable them to better function as productive and responsible citizens."

You have partnered with us in the past to help combat literacy in Laurens County. We are soliciting your support again. Would you please consider a monetary donation to Laurens County Literacy Council for the year 2017? All donations are tax deductible. Make the check payable to the **Laurens County Literacy Council**.

Please do not turn a deaf ear to our needs this year. We greatly appreciate your support in the past years and we hope that you will continue giving.

Thanking you in advance, I am

Madge Byrd, Secretary

Emil Finley, Chairman

**Laurens County Literacy Council
2015 – 2016 Board of Directors**

Mr. Emil Finley – President
WLBG Radio Proprietor
1193 Southview Drive
Laurens, SC 29360
Home: 864-682-9338
Cell: 864-923-0161
efinley@wlbq.com

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Laurens County Sheriff
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Minister Roberto Cotoc
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Laurens, SC 29360
Phone: 864-872-2922

Mrs. Nancy DeLoach
Retired Teacher
507 Lick Creek Road
Waterloo, SC 29384
Home: 864-677-2534

Mrs. Ralphine Patterson
Retired Teacher
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Clinton, SC 29325
Home: 864-833-1550

Rev. Guy Sullivan
1179 Sunset Park Ext.
Laurens, SC 29360
Phone: 864-681-5844
gesullivan@prtcnet.com

**Laurens County Literacy Council
2016 – 2017 Board of Directors**

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K. PAIGE CHILDS, CPA • Vice President of Business & Finance
Phone: (864) 941-8688 Email: childs.p@ptc.edu Fax: (864) 941-8739

January 27, 2017

Ms. Lisa Kirk
Finance Director
PO Box 445
Laurens, SC 29360

Dear Ms. Kirk,

On behalf of Piedmont Technical College, the FY2018 County Budget Request for Laurens County Council's consideration is respectfully submitted. Understanding that the Council will begin their deliberations in the near future for agencies' requests, Piedmont Technical College is providing our total funding request along with supplementary information for review.

Piedmont Technical College values its students and patrons, and serving those needs is a primary focus of the College. Therefore, funding for College physical plant operations is necessary to ensure continued service.

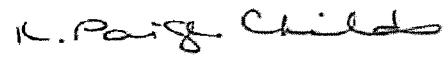
We appreciate the support Laurens County has provided over the years. Recognizing that Laurens County's funding has declined to approximately 24% of our request, we are hopeful that our total request will be carefully considered. Piedmont Technical College is requesting \$675,864 in support for FY2018. Additionally, Piedmont Technical College is requesting a possible millage increase as related to the South Carolina Code of Laws, Section 6-1-320 (A)(1) and (A)(2). Consideration by Council of the proposed millage increase may allow Laurens County to return to full funding over time.

The College remains excited about the future, and we're proud of the Laurens County campuses where we continue to serve the residents of Laurens County. Additionally, we're looking forward to completion of the Phase III expansion at the Laurens Center for Advanced Manufacturing. It's important to note that full support from Laurens County would allow Laurens County residents the opportunity to enjoy the lowest tuition rate assessed by the College with no additional differential charge.

Our request for support in the amount of \$675,864, plus our request for a millage increase from Laurens County, is based on the current and anticipated full time equivalent student population. Piedmont Technical College continues its efforts working to hold cost increases to a minimum, as we are aware of the many demands that are placed upon county funds. Your consideration of our request will directly impact our common goals.

Please do not hesitate to contact me if you have any questions or if you need additional information. My direct line is (864)941-8688, and my email address is childs.p@ptc.edu.

Respectfully submitted,



K. Paige Childs, CPA, CGMA
Vice President for Business and Finance

FIRE SERVICE

FUND 123 & 124

DEPT. 528, 529, & 530

Laurens County
Fund 123 - Fire Service
Budget for Fiscal Year 2018

Fund: 123 - Fire Services

Department: 529 Fire Department

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/17 Actual	FYE 2018 Requested
11000	Salaries	189,554	189,826	190,664	192,221	96,245	192,221
11010	Part-time Salaries	10,335	13,549	15,477	17,000	7,381	17,000
13000	Overtime	26,385	25,841	28,644	21,000	13,965	21,000
21000	Health Insurance-Employer Share	33,213	34,300	35,234	27,516	15,781	27,516
21051	Education Credit	13,988	13,988	14,027	11,050	6,159	11,050
22000	FICA-Employer Share	17,505	17,253	17,955	15,879	10,962	15,879
23000	Retirement-Employer Share	30,595	32,219	32,004	28,520	18,069	28,520
26000	Worker's Comp	0	(5,735)	0	0	0	
27000	Advanced Drug Testing	0	25	425	0	50	0
43030	Equipment Maintenance	944	1,271	695	1,400	373	1,800
43050	Maintenance Contracts	1,921	394	695	1,300	276	1,300
43090	Vehicle Maintenance	447	1,088	674	800	59	800
53010	Cell Phone	0	0	0	0	0	1,900
53090	Telephone	4,628	5,816	6,705	6,800	2,833	4,900
56050	Membership/Dues	0	55	0	100	20	100
57080	Training	253	284	363	500	16	500
57091	Travel	0	0	45	200	0	200
61025	Building Maintenance Supplies	4,694	5,354	858	5,300	303	3,000
61523	First Responder	66	415	0	200	0	200
61540	Janitorial Supplies	847	445	955	1,300	167	1,200
61700	Office Supplies	577	581	195	550	0	550
61800	Postage	0	31	0	50	19	50
61850	Uniforms	3,003	2,788	2,794	3,700	877	3,700
61900	Vehicle Supplies	1,686	2,649	1,123	0	237	0
61910	Vehicle Fuel	22,093	16,713	11,472	15,000	5,459	15,000
62000	Utilities	19,764	20,323	17,429	21,000	6,739	21,000

64000	Books & Publications	0	0	0	100	0	100
74170	Equipment	2,163	3,093	1,043	1,950	296	0
74300	Office Furniture	149	133	0	0	0	100
74555	Firefighting Equipment	188	118,022	0	0	0	1,790
80040	Contingency	891	841	992	2,000	32	2,000

Subtotal Salaries	240,263	243,204	248,811	241,271	123,751	241,271
Subtotal Benefits	81,314	78,037	85,193	71,915	44,812	71,915
Subtotal Operating	64,312	180,321	46,464	62,250	17,754	60,190
TOTALS	385,888	501,562	380,468	375,436	186,317	373,376

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 123 Fire Services

Department: 530 Fire General

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Requested
						12/31/17 Actual	
11000	Salaries	146,274	171,208	179,842	185,432	85,692	190,696
11010	Part-time Salaries	64,344	38,772	33,800	34,776	15,054	34,776
14040	Accident and Sickness	9,036	9,419	9,419	9,500	9,419	9,500
21051	Education Credit	4,903	4,903	8,114	12,000	3,807	12,000
21000	Health Insurance-Employer Share	22,687	33,232	46,025	26,898	20,080	40,000
22000	FICA-Employer Share	15,841	15,426	15,526	15,358	6,512	15,500
23000	Retirement-Employer Share	23,824	27,567	28,543	27,584	12,859	28,900
26000	Worker's Comp	98,336	71,760	71,721	71,693	48,856	
27000	Advanced Drug Testing	0	0	0	0	0	0
43012	Building Maintenance	0	0	9,544	30,000	16,887	30,000
43030	Equipment Maintenance	16,642	13,226	16,070	25,000	3,572	25,000
43030	Copier Lease	0	3,512	6,037	4,400	2,330	5,000
52050	Insurance - VFIS	106,418	122,222	124,217	130,000	126,332	130,000
56010	Clinton Fire Contract	283,940	283,940	283,940	289,278	0	289,278
56012	Fountain Inn Fire Contract	205,494	205,494	233,125	215,768	0	215,768
56014	Rural Fire Dist	190,237	144,495	113,768	132,670	0	132,745
61040	Computer Supplies	0	0	1,437	0	0	0
61850	Uniforms	4,333	5,025	3,338	4,000	864	4,000
61900	Vehicle Supplies	66,673	84,405	62,492	60,000	40,181	60,000
61911	Vehicle Fuel	76,680	65,248	37,821	80,000	18,635	50,000
62025	Rural Utilities	136,497	131,743	119,150	120,000	58,243	115,000
72000	Building	0	0	0	0	0	0
74170	Equipment	0	65	489	0	0	0

74200	Vehicle/Apparatus		0	0	33,500	0	9,228	153,000
74315	BB&T Lease		0	153,000	224,070	363,437	0	
74555	Firefighting Equipment		190,657	233,764	0	244,294	67,594	242,970
80040	Contingency		5,000	20,794	3,079	17,926	0	12,000
80083	Tax Rebates to Volunteers		8,596	6,725	7,068	8,000	2,272	8,000
80029	Interest Expense		0	0	0	36,322	0	

153000

Subtotal Salaries	224,557	224,302	221,756	232,208	104,553	237,472
Subtotal Benefits	160,687	147,985	171,234	151,033	97,726	93,900
Subtotal Operating	1,291,167	1,473,657	1,279,144	1,761,095	346,137	1,472,761
TOTALS	1,676,412	1,845,944	1,672,135	2,144,336	548,417	1,804,133

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 124 Fire Coordinator

Department: 528 Fire Coordinator

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2016 Budget	FYE 2017 Budget	Y-T-D 12/31/17 Actual	FYE 2018 Requested
11000	Salaries	87,553	88,650	90,226	86,306	90,480	39,558	90,480
21000	Health Insurance-Employer Share	10,526	14,515	20,291	10,597	10,597	10,316	10,597
21050	Cell Phone Reimbursement	421	421	422	0	0	82	0
21051	Educational Bonus	0	1,445	2,011	4,000	4,000	929	4,000
22000	FICA-Employer Share	6,397	6,443	6,294	6,687	7,159	3,169	7,159
23000	Retirement-Employer Share	10,640	11,393	11,740	11,721	12,857	6,254	12,857
26000	Workers Compensation	0	0	0	0	0	0	0
27000	Advanced Drug Testing	391	443	50	3,000	2,000	0	3,000
30000	Professional Services/ Vet Care	0	0	263	1,000	500	16,270	19,000
33065	Physician and Med Services	11,364	125	7,459	12,000	32,000	50	32,000
43030	Equipment Maintenance	2,440	52,259	2,281	4,500	3,000	6,373	3,000
43031	Eq Maint Reimb by Ins	9,054	0	0	0	0	2,989	0
43090	Vehicle Maintenance	7,587	4,550	8,711	5,500	5,500	4,443	5,500
44010	Rentals/Leases	5,083	4,967	4,060	6,000	4,500	3,443	4,500
53010	Cell Phone		0	0	0	0	0	5,400
53090	Telephone	12,232	10,542	12,905	11,000	12,000	5,679	6,600
56050	Memberships/Dues	339	294	299	700	500	59	500
57080	Training	9,554	9,867	5,581	10,000	8,000	729	8,000
57092	Travel	6,098	5,431	7,899	5,000	5,000	1,611	5,000
61522	Fire Prevention Supply	3,284	3,193	1,178	4,000	3,000	56	3,000
61700	Office Supplies	2,491	2,333	2,229	2,500	2,500	1,367	2,500
61800	Postage	33	503	195	400	400	444	400
61900	Vehicle Supplies	0	2,597	1,002	25,000	0	2,368	0

61910	Vehicle Fuel		21,793	19,799	13,731	0	18,000	7,293	18,000
64000	Books and Publications		2,137	2,166	316	2,500	1,500	35	1,500
74170	Machines/Equipment		582,873	22,674	22,346	25,500	30,968	2,770	13,000
74200	Vehicles/Apparatus	Div Chief Trucks	0	0	72,961	15,300	0	0	0
74315	BB&T Lease	Wrong Account	0	0	135,825	0	0	0	0
80015	Audit & Bank Charges		4,200	4,200	4,200	4,200	4,200	0	4,200
80040	Contingency		12,267	9,435	6,011	10,089	9,000	2,079	11,000
80029	Interest Expense		0	0	17,175		0		0

Subtotal Salaries	87,553	90,095	92,237	86,306	90,480	39,558	90,480
Subtotal Benefits	27,985	32,772	38,748	33,005	34,612	20,750	34,613
Subtotal Operating	693,220	155,378	326,679	148,189	142,568	58,058	146,100
		122,867					
TOTALS	808,757	278,245	457,664	267,500	267,660	118,366	271,193

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

FIRE GENERAL
DEPARTMENT NAME

530
DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
123-530-42000-11000	\$185,432.00	\$ 190,696.00	Salary change of \$5,264.00 and change in title of position. From Division Chief to Deputy Director.
123-530-42000-21000	\$26,898.00	\$ 40,000.00	Health - Budgeted amount to low.
123-530-42000-22000	\$15,358.00	\$ 15,500.00	FICA - Adjustment
123530-42000-23000	\$27,584.00	\$ 28,900.00	Retirement - Adjustment
123-530-42000-43030	\$4,400.00	\$ 5,000.00	Copier Lease - Adjustment
123-530-42000-56014	\$132,670.00	\$ 132,745.00	Rural Fire Budgets - Slight increase

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
123-530-42000-61911	\$80,000.00	\$50,000.00	Rural Fire Fuel - Fuel prices are down and past budgets have been under budget for the past 3 years.
123-530-42000-62025	\$120,000.00	\$115,000.00	Rural Fire Utilities - Energy efficient measures such as infra red heaters and set-back thermostats are reducing costs.
123-530-42000-74555	\$244,294.00	\$242,970.00	Decrease in rural fire needs for equipment.

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT FIRE GENERAL

DEPARTMENT NUMBER 530

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
	Deputy Director	\$43,500.00	This is not an additional position but a change in title of a current position and a slight pay increase due to increased responsibility and duties. This position will be created by changing the title of Laurens County Fire Chief to Deputy Director of Fire Services.
	FULL-TIME SALARY		
	PART TIME SALARY		
TOTALS		\$ 43,500.00	

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

CROSS HILL FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$12,000.00	2 - Scott X-3 SCBAs	Yes	\$200.00
\$1,780.00	2-TFT Vortex Nozzles with pistol grip	Yes	None
\$13,780.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DURBIN CREEK FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$4,200.00	3-FLIR K2 TIC KITS - FOR 1401, 1402, 1411	NEW EQUIP	NONE
\$2,500.00	3-TFT MIDMATIC NOZZLES	YES	NONE
\$400.00	1-TFT BUBBLE CUP NOZZLE	YES	NONE
\$2,200.00	2-LED SCENE LIGHTS FOR 1411 - REPLACE OLD LIGHTS	YES	NONE
\$600.00	4-5 GALLON BUCKETS OF FIRE AIDE FOAM	YES	NONE
\$475.00	2-SETS OF LZ LIGHT KITS	NEW EQUIP	NONE
\$500.00	2-CO2 GAS MONITORS-DISPOSABLE	YES	NONE
\$450.00	1-RIDGID 18V 5 PIECE SET	NEW EQUIP	NONE
\$210.00	2-6FT NY ROOF HOOKS	NEW EQUIP	NONE
\$300.00	1-HOT STICK- ELECTRICAL DETECTOR	NEW EQUIP	NONE
\$11,835.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

EKOM FD

123-530-42000-74555

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$636.00	9-DRAGONFIRE FIREFIGHTING GLOVES	YES	NONE
\$3,774.96	2-ADDITIONAL SETS OF TURNOUT GEAR	YES	NONE
\$799.00	1-THERMAL IMAGING CAMERA	NEW EQUIP	NONE
\$373.49	1-LOW LEVEL STRAINER	NEW EQUIP	NONE
\$970.00	2-CELLAR NOZZLES	NEW EQUIP	NONE
\$1,700.00	1-VENTILATION SAW	NEW EQUIP	NONE
\$600.00	2-CAIRNS 1044 HELMETS - RED	NEW EQUIP	NONE
\$340.00	10-FLASH HOODS	NEW EQUIP	NONE
\$20.00	2-RUBBER MALLETS	YES	NONE
\$630.00	3-GATE VALVES	NEW EQUIP	NONE
\$860.00	1-PIERCING NOZZLE	NEW EQUIP	NONE
\$100.00	2-HYDRANT PACKS	NEW EQUIP	NONE
\$1,524.00	400FT 1 3/4 HOSE	NEW EQUIP	NONE
\$12,327.45			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

GRAY COURT FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$3,500.00	HURST VETTER AIR BAG KIT	YES	NONE
\$1,700.00	1-FLIR K2 TIC WITH VEHICLE CHARGER	YES	NONE
\$1,600.00	3-PORTABLE RADIOS	YES	NONE
\$684.00	3-CAIRNS HELMETS	YES	NONE
\$144.00	8-SPANNER WRENCH SETS	YES	NONE
\$500.00	5-5 GALLON BUCKETS OF FIRE AIDE FOAM	YES	NONE
\$600.00	1-AIR MIST FAN FOR REHAB	NEW EQUIP	NONE
\$1,700.00	1-ELECTRIC PPV FAN	NEW EQUIP	NONE
\$710.00	2-VULCAN LED RECHARGABLE LIGHTS	NEW EQUIP	NONE
\$1,000.00	1-2000 GALLON DUMP TANK	YES	NONE
\$280.00	2-SECTIONS OF FORESTRY HOSE	YES	NONE
\$40.00	2-1 INCH LEXON COMBI NOZZLES	YES	NONE
\$120.00	6-TRAFFIC VESTS	YES	NONE
\$12,578.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

GREENPOND FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$13,000.00	HURST E-DRAULIC SPREADER,CUTTER, PWR SUPPLY	YES	NONE WARRANTY
			COVERS 5 YRS
\$13,000.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

HICKORY TAVERN FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$600.00	2-10FT SECTIONS OF HARD SUCTION HOSE - 1801	YES	NONE
\$900.00	1-REPLACE RIT CYLINDER COMING OUT OF SERVICE	YES	\$25.00
\$100.00	4-NEW TARPS	YES	NONE
\$575.00	1-STREAMLIGHT 45671 SCENE LIGHT	NEW EQUIP	NONE
\$250.00	2-VULCAN LED LIGHTS FOR 1801	YES	NONE
\$300.00	10-JUMBO TRAFFIC VESTS	YES	NONE
\$75.00	1-NIGHTSTICK LED RED/WHITE TRAFFIC WANDS	NEW EQUIP	NONE
\$3,750.00	1-HURST RAM TL-41	YES	\$100.00
\$240.00	1-RIDGID MICRO CA-100 INSPECTION CAMERA	NEW EQUIP	NONE
\$200.00	KOBALT 314 PIECE TOOL SET	YES	NONE
\$1,200.00	2-SMOOTH BORE NOZZLES 7/8" AKRON 1 3/4	YES	NONE
\$300.00	1-50FT SECTION OF LDH FILL HOSE	NEW EQUIP	NONE
\$500.00	2-PAIR OF GLOBE BOOTS	YES	NONE
\$260.00	4-PROTEC TITAN GLOVES	YES	NONE
\$250.00	1-CAIRNS 1010 BLACK HELMET	YES	NONE
\$900.00	15-STREAMLIGHT SURVIVOR LIGHTS FOR FIREFIGHTERS	NEW EQUIP	NONE
\$700.00	CMC RESCUE MPD ROPE	YES	NONE
\$11,100.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

JOANNA FD

123-530-42000-74555

DEPARTMENT NAME**DEPARTMENT NUMBER**

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$626.00	1-PLASTIC STOKES BASKET	NEW EQUIP	NONE
\$111.00	1-STRETCHER BRIDLE SLING	NEW EQUIP	NONE
\$86.00	2-LARGE ROPE BAGS	NEW EQUIP	NONE
\$810.00	600FT OF ROPE (WHITE)	NEW EQUIP	NONE
\$810.00	600FT OF ROPE (ORANGE)	NEW EQUIP	NONE
\$3,454.00	CONFINE SPACE KIT	NEW EQUIP	NONE
\$220.00	4-PULLEYS	NEW EQUIP	NONE
\$158.00	2-STEEL DOUBLE PULLEYS	NEW EQUIP	NONE
\$336.00	2-ALUMIMUM DOUBLE PULLEYS	NEW EQUIP	NONE
\$190.00	2-EDGE ROLLERS	NEW EQUIP	NONE
\$232.00	4-FIGURE 8 DESCENDERS	NEW EQUIP	NONE
\$158.00	2-RIGGING PLATES	NEW EQUIP	NONE
\$100.00	2-RESCUE RIGGING PLATES	NEW EQUIP	NONE
\$202.00	2-NFPA RAPPEL RACKS	NEW EQUIP	NONE
\$1,286.00	1 RESCUE RANDY 165LBS	NEW EQUIP	NONE
\$1,200.00	10-5 GALLON BUCKETS OF FIRE AIDE FOAM	NEW EQUIP	NONE
\$9,979.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

LAURENS COUNTY FD

123-530-42000-74555

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$12,000.00	HURST EDRAULIC EXTRICATION SET - DEMO UNITS	YES	\$200.00
\$200.00	WEEDEATER	YES	\$50.00
\$2,800.00	2-FLIR K2 TICS WITH VEHICLE CHARGERS	NEW EQUIP	NONE
\$1,100.00	2-MOTOROLA MINITOR 6 PAGERS	YES	NONE
\$1,200.00	3-PORTABLE RADIOS	YES	\$300.00
\$17,300.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

SANDY SPRINGS FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$1,600.00	2-SCOTT 2216 CYLINDERS	YES	NONE
\$150.00	1-TWO MAN HOSE ROLLER	NEW EQUIP	NONE
\$600.00	1-STREAMLIGHT 45670 SCENE LIGHT	NEW EQUIP	NONE
\$240.00	2-LEATHERHEAD TOOLS	NEW EQUIP	NONE
\$500.00	2-TNT DENVER TOOLS -MULTI-PURPOSE	NEW EQUIP	NONE
\$280.00	2-STREAMLIGHT RECHARGABLE LIGHT BOXES	YES	NONE
\$2,100.00	1-RAMFAN ELECTRIC PPV FAN	YES	NONE
\$6,750.00	1-HURST EDRAULIC RAM	YES	NONE
\$1,750.00	1-ZOLL AED	YES	NONE
\$13,970.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

WATERLOO FD

123-530-42000-74555

DEPARTMENT NAME**DEPARTMENT NUMBER**

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$200.00	2-NY HOOKS 6FT AND 8FT	YES	NONE
\$200.00	2-PIKE POLES 6FT AND 10FT	YES	NONE
\$3,818.95	1-BLITZ FIRE MONITOR PACKAGE	NEW EQUIP	NONE
\$3,000.00	2-SCOTT TIC FACEPIECES	NEW EQUIP	NONE
\$1,000.00	1-FOG MACHINE	NEW EQUIP	NONE
\$1,500.00	1-RESCUE RANDY 185LBS	NEW EQUIP	NONE
\$3,500.00	5-SETS OF EXTRICATION GEAR	NEW EQUIP	NONE
\$13,218.95			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

WESTERN LAURENS FD
DEPARTMENT NAME

123-530-42000-74555
DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$2,400.00	4-PORTABLE RADIOS-KENWOOD TK-2180	YES	NONE
\$600.00	1-STREAMLIGHT 45670 SCENE LIGHT	NEW EQUIP	NONE
\$400.00	4-VULCAN LED LIGHTS FOR TRUCKS	YES	NONE
\$1,400.00	4-GLOBE LEATHER BOOTS	YES	NONE
\$2,000.00	2000 WATT HONDA GENERATOR	YES	\$100.00
\$2,400.00	1-800MZ PORTABLE RADIO	NEW EQUIP	\$200.00
\$850.00	20-EXTRICATION GLOVES	YES	NONE
\$800.00	20-FLASH HOODS	YES	NONE
\$10,850.00			

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

YOUNGS FD

123-530-42000-74555

DEPARTMENT NAME**DEPARTMENT NUMBER**

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
\$720.00	6-VULCAN LED RECHARGABLE LIGHTS FOR TRUCKS	YES	NONE
\$350.00	1-1 INCH FORESTRY NOZZLE	YES	NONE
\$270.00	2-1 INCH FORESTRY HOSE-100FT SECTIONS	YES	NONE
\$330.00	2-HALLIGAN BARS	YES	NONE
\$65.00	1-FLATHEAD AXE	YES	NONE
\$70.00	1-PICKHEAD AXE	YES	NONE
\$1,320.00	4-GLOBE BOOTS	YES	NONE
\$260.00	4-PRO-TECH 8 GLOVES	YES	NONE
\$140.00	4-P84 FLASH HOODS	YES	NONE
\$1,140.00	7-CAIRNS 1044 DEFENDER HELMETS	YES	NONE
\$690.00	2-AKRON GATE VALVES	YES	NONE
\$460.00	4- 5 GALLON BUCKETS OF FIRE AIDE FOAM	YES	NONE
\$3,500.00	3-TFT MID-MATIC NOZZLES	YES	NONE
\$9,315.00			

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Laurens County Fire Service
DEPARTMENT NAME

DEPARTMENT NUMBER

321 S. Harper St, Laurens,
PHYSICAL ADDRESS

P.O. Box 810
MAILING ADDRESS

864-984-3624
TELEPHONE NUMBER

864-984-3771
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Greg Lindly Director of Fire Services [Signature]
Department / Agency Director Name Title Signature

glindly@co.laurens.sc.us
E-mail Address

Ashly Wilbanks Admin Assist [Signature]
First Alternate Name Title Signature

awilbanks@co.laurens.sc.us
E-mail Address

Second Alternate Name Title Signature

E-mail Address



CLINTON
South Carolina

Light Truckers
12/4 56010

Robert T. McLean
Mayor

March 28, 2017

Frank N. Stovall, ICMA-CM
City Manager

Mr. Greg Lindley
Fire Coordinator
Laurens County Fire Service
Post Office Box 810
Laurens, South Carolina 29360

Daniel O. Cook, Jr.
City Council Member

Shirley Y. Jenkins
City Council Member

RE: City of Clinton Contract for Fire Prevention, Protection, and Suppression

Gary I. Kuykendall
City Council Member

Dear Mr. Lindley:

Robbie N. Neal
City Council Member

Ronnie D. Roth
City Council Member

Please accept the following information for use by you, your staff, and the Laurens County Council in determining the 2017-2018 Laurens County Fire Service Budget. My staff and I consider it a privilege to provide quality fire protection, fire prevention, and firefighting services to Laurens County citizens who reside both inside the corporate limits of the City of Clinton and outside the corporate limits but within our fire service district. We look forward to continuing and improving upon the successful partnership that continues to develop between the Laurens County Fire Service and the City of Clinton's Department of Public Safety.

Jimmy M. Young
City Council Member

For ease of review, I have divided this request into three sections covering operations, operational costs, and our budget request for the next fiscal year.

Joey Meadors
Director
Dept. of Administrative
Services

Section I: Operations

Renee Morrow
Chief Financial Officer

Our operational statistics for 2016 indicate that 28.6% of structure fires, 54.2% of motor vehicle accidents, 70.3% of brush and / or wild land fires, and 66.7% of vehicle fires that the Department of Public Safety responds to occur outside the corporate limits of the City of Clinton. The charts below provide detailed information on the types of calls and locations of these calls that our personnel responded to during 2016. As you can see from the data below, 42.6% of our call volume comes from outside the corporate limits of the City of Clinton.

Robin Morse
Director
Dept. of Public Safety

Dale Satterfield
Director
Dept. of Public Works

Jerre Threatt
Director
Dept. of Community and
Economic Development

Figure 1: Fire Division Response Analysis

Fire Division Response Analysis					
2016 (January 1, 2016 - December 31, 2016)					
Incident Type	Number of Calls			Percentage	
	Inside City	Outside City	Total Calls	Inside City	Outside City
Structure Fire	35	14	49	71.4%	28.6%
Fire Alarms	80	65	145	55.2%	44.8%
Motor Vehicle Accidents	70	83	153	45.8%	54.2%
Brush / Wildland Fires	22	52	74	29.7%	70.3%
Vehicle Fires	5	10	15	33.3%	66.7%
Medical Calls	284	122	406	70.0%	30.0%
Service Calls	36	24	60	60.0%	40.0%
Other	47	59	106	44.3%	55.7%
Total	579	429	1008	57.4%	42.6%

Figure 2: Fire Division Response Comparison: Inside City Calls Compared to Outside City Calls

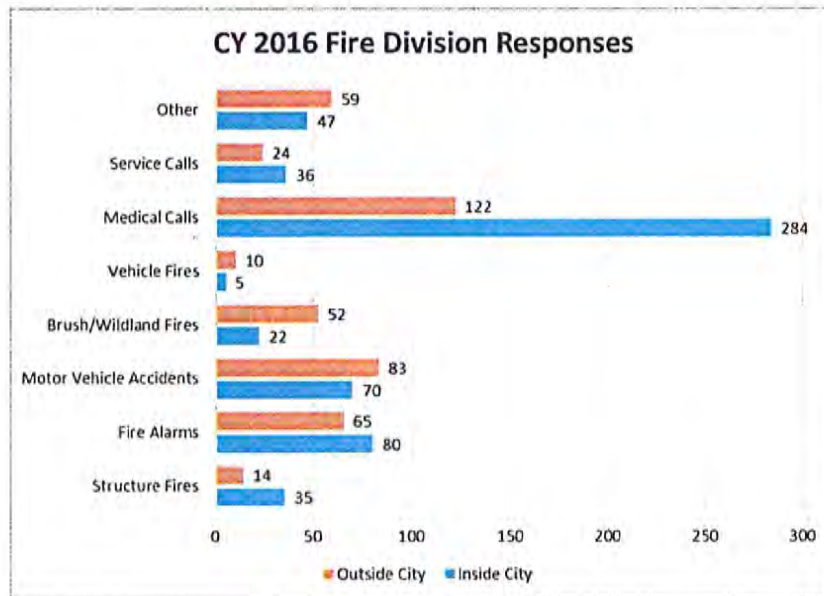
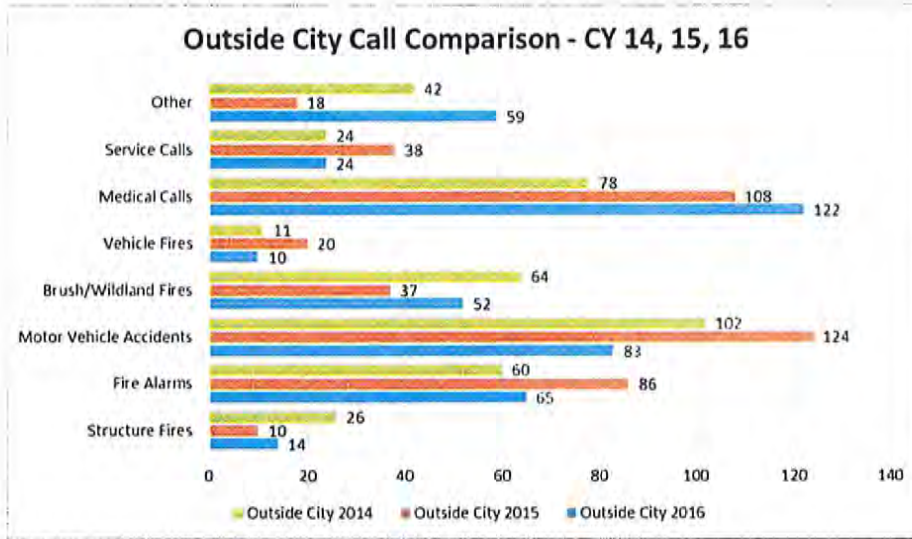


Figure 3: Fire Division Response Comparison: Outside City Calls FY 2014-2015 Compared to Outside City Calls FY 2015-2016



Section II: Operational Budget

The chart below outlines the City of Clinton’s estimate to provide fire suppression services to the Laurens County Fire District. Costs for provision services to the county were determined by taking the cost to provide fire services and charging a percentage to the county that correlates to the percentage of calls that the Fire Division responds to within the fire district outside the corporate limits of the City of Clinton. We believe this to be the fairest and most equitable way to divide these costs.

Fire division personnel make up 25% of the Department’s workforce, and they spend 42.6% of their call response time responding to out of city calls. Based on these figures, we estimate that it costs \$252,167.99 in personnel costs to provide fire suppression services in our county fire district.

Approximately twenty-one percent of the Department of Public Safety’s operational budget is dedicated to the fire division or in direct support of fire division operations. Based on the call volume factor, we estimate that it costs \$43,451.04 in operational costs to provide services to the county.

The City of Clinton actively invests in acquiring capital equipment needed to provide fire services; however, the City would be required to spend the funds to acquire this equipment even if the fire contract were not in place. Because of this, the city is not requesting any funding from the county to support capital equipment acquisition or to fund debt incurred by the department.

Figure 4: Department Budget Summary

Type of Expenditure	Estimated FY 17-18 Budget	Law Enforcement Division Expenditures	Fire Division Expenditures	Percentage of Fire Division Expenditures Attributed to Laurens County Fire District Responses	Cost to Provide Services to Laurens County
Salaries & Wages	\$ 2,367,774.52	\$ 1,775,830.89	\$ 591,943.63	42.6%	\$ 252,167.99
Operations	\$ 475,541.00	\$ 373,543.25	\$ 101,997.75	42.6%	\$ 43,451.04
Capital	\$ 170,000.00	\$ 102,000.00	\$ 68,000.00	0%	-
Debt	\$ 119,540.00	\$ 39,540.00	\$ 80,000.00	0%	-
Other	\$ -	\$ -	\$ -	0%	-
Total	\$ 3,132,855.52	\$ 2,290,914.14	\$ 841,941.38		\$ 295,619.03

Section III: Contract Request

Based on our analysis, the City of Clinton will spend \$294,619.03 responding to calls in our fire district during FY 2017-2018. Our analysis does not include costs associated with providing support and aid to other fire districts beyond our own, and it does not include an overhead figure for personnel who provide administrative support or supervision over both divisions of the Department of Public Safety. In a time when operational costs are rising faster than government revenues can keep up, we believe that it is appropriate to request that the contract be renewed for an additional twelve month cycle at a 2% increase to gradually bring contract payments in line with actual expenditures. Therefore, we are requested that the county fund the fire contract at a total of \$290,703.

While we feel an upward adjustment is warranted this year, we also feel it is important that we do not create additional financial pressure on the county operating budget during a time in which the budget is facing increasing pressure to fund essential services, which is why we are requesting only a modest increase.

Conclusion

In preparing this request, it was my desire to thoroughly analyze our public safety budget, operations, and training in order to provide you with a clear and concise picture of our operation, and to also provide you with what I believe is a true and accurate reflection of the cost of providing fire protection, prevention, suppression, and medical first responder services to the citizens of Laurens County.

Based on the data presented above, the City of Clinton requests that the current contract be extended for twelve months at a 2% increase. We believe this is a fair and equitable rate for the services rendered and we look forward to continuing to provide quality services to county residents. We would welcome the opportunity to discuss our request with you at any time.

It is my desire to see city and county offices work together to provide the best possible services at the lowest possible cost to our citizens, and we would welcome any opportunity to partner with the Laurens County Fire Service on future training, procurement, and other activities that might allow us to achieve a cost savings through an economy of scale that we cannot achieve as separate organizations. I believe that greater partnership is needed to survive these difficult economic times and I hope that you agree.

Please feel free to contact me regarding this information or to discuss this matter in greater detail. Thank you for your time and attention to this matter, and thank you for being our continued partners in creating a safe and healthy community for our residents.

Sincerely,



Frank N. Stovall, ICMA-CM
City Manager

CC:

Mr. Jon Caime, County Administrator, Laurens County
Mrs. Renee Morrow, CFO, Office of the City Manager, City of Clinton
Mr. Robin Morse, Director, Department of Public Safety, City of Clinton
Mr. Scott Shiflet, Fire Division Commander, Department of Public Safety, City of Clinton
Mr. Dale Satterfield, Interim City Manager, City of Clinton

Lease # 13

9940001339-00007

BOND DEBT SERVICE

Laurens County, SC Customer # 9940001339 NAICS 921140
IP 8 Police Pursuit SUVs; 1 four door sedan; 12 pickup trucks Contract 00007

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
09/27/2013						717,000.00	717,000.00
10/10/2013	241,276.37	1.030%	266.68	241,543.06		475,723.63	475,723.63
06/30/2014					241,543.06	475,723.63	475,723.63
10/10/2014	236,643.10	1.030%	4,899.95	241,543.06		239,080.53	239,080.53
06/30/2015					241,543.06	239,080.53	239,080.53
10/10/2015	239,080.53	1.030%	2,462.53	241,543.06			
06/30/2016					241,543.06		
	717,000.00		7,629.17	724,629.17	724,629.17		

*Car
Balance*

EMERGENCY MEDICAL SERVICES

FUND 128

DEPT. 525



Laurens County Emergency Medical Services

Chad A. Burrell
Director
Office: 864-984-1574
Fax: 864-984-6146
cburrell@co.laurens.sc.us

Date: February 8, 2017
To: Lisa Kirk, Finance Director
From: Matt Pennington, Interim Director
Re: FYE 18 Budget Justifications

Below you will find our department's justifications for the FYE 18 budgetary process for specific line items for both revenue and expenditure items. You will find listed in order below areas of priorities that are of importance for progressive forward motion and the effective operations of EMS. They are as follows:

1. The transition from a part time Administrative Assistant to a full time Administrative Assistant to provide effective management and daily office operations.
2. The need for an aggressive and progressive replacement plan for our fleet, this will afford LCEMS the ability to provide dependable and safe transportation for the employees and the citizens and visitors of Laurens County.
3. The transition of Medic 5 from a power unit operating fourteen (14) hours a day to a full twenty-four (24) hour unit. This would reduce the work load on our crews, allow for more down time, and reduce the risk to the county as it relates to increased response times and times that EMS is without an Advanced Life Support (ALS) unit to respond to calls for assistance.

Revenue Generation

Account# 128-340-34500-34511

1. -34511 EMS Fees Revenue: FYE 17 amount projected with DSO 2,025,526
FYE 18 amount projected with DSO 2,025,526
2. -31110 Real Property Mills FYE 17 amount budgeted @ 7.2 mills X 111,650.83 = 803,886
FYE 18 amount projected @ 7.2 mills X 160,000.00 = 1,152,000

Expenditures

Account# 128-525-42000

INCREASE Attachment A

1. 11000 Salaries: FYE17 amount 1,056,066; amount requested 1,297,450.2 *(+241,384.24)

Assistant Director 864-984-0577, Training Officer 864-984-1497, Shift Captains 864-984-0619
PO Box 391, Laurens, South Carolina 29360

Serving Laurens Since 1976

*Transition of part time Administrative Assistant to full time to provide continued and progressive operations of the EMS office, the addition of 3 additional paramedics and 3 EMT's to transition our current Medic 5 (power truck) that operates during the day to a full time 24/48 ALS unit. This would also allow for our Northern ALS Quick Response Vehicle (QRV) to be placed back on line for 24/48 hours to aid in responses to the Northern portion of Laurens County where we are seeing a large amount of growth in both industry and residential property.

2. **13000 Overtime:** FYE 17 amount 562,257 to 656,130.6 (+93,873.6). This increase will cover the additional full time personnel requested to transition Medic 5 from a 14 hour truck to a 24 hour truck.
3. **52060 EMS Technology:** 25% increase from 20,000.00 to 25,000.00 (+5000.00) for new scheduling system to include payroll features, this will allow for our staff to clock in and out either via an RFID or kiosk location at a station.
4. **57080 EMS Training:** FYE 17 amount 13,000 to 16,250 (+3,250). 25% increase for tuition assistance from 13,000.00 to 16,250.00, (+3250.) this increase will allow for an increase in the assistance that is offered to Laurens County EMS EMT-Basics that wish to advance their education and provide ALS services to Laurens County EMS. The average cost of the paramedic course is around \$5,000.00 per student. With this increase Laurens County EMS would be able to provide a cost share with two employees per year of \$ 3,000.00. The employee would sign an employment contract approved by the legal department of Laurens County to provide their services for at least 2 years after completion of the program. If no EMT-Basic wishes to advance their training these funds would be used to provide a cornucopia of educational opportunities to our staff to advance their ability to treat patients in the most advanced and progressive manner possible.
5. **57092 Travel/Meeting:** FYE amount 1,600 to 2,400 (+ 800.00). 50% increase from 1,600.00 to 2,400.00. This increase would allow for more opportunities for staff to travel to classes to advance their training and provide a progressive learning environment for our employees.
6. **61035 N800 Palmetto Radio:** FYE 17 amount 14,000 to 18,900 (+ 4,900). 35% increase from 14,000.00 to 18,900.00; this is for our radio communication with dispatch, our supervisor, and other EMS units. This increase is due to an increase from Motorola for site fees associated with tower usage for our radios. This is a must have in order to maintain communications within our county and with other agencies outside of our county.

DECREASE

Attachment A

1. **61530 Laundry & Linen:** FYE 17 amount 888.00; total amount requested 408.00. (-480.00). This is a 46% decrease; we expect to have reduced turnover rates and we have the facilities to laundry the uniforms at our headquarters station. The reason for the amount requested to remain in the budget is to provide the needed laundry detergent and stain removal products.

**Salary Request:
Attachment C**

**Administrative Assistant Position
Total amount requested: \$ 34,687.54
Attachment C**

**(6) Six new EMS positions (3) three must maintain at least paramedic certification
Total amount requested: \$ 328,927.48
Attachment C**

Administrative Assistant	22,880.00
Benefits	<u>11,807.54</u>
Total	34,687.54
EMS positions	153,504.00
Benefits	81,549.88
Overtime	<u>93,873.60</u>
Total	328,927.48
Grand total	363,615.02

We currently have a part time administrative assistant, she works from 09:00 AM until 2:00 PM. There are many administrative task that require a great amount of time and detail; the normal day to day administrative duties as it relates to management of EMS, and, gathering information from needs reports created by our billing company. The ability to have a full time administrative assistant would increase the efficiency of the EMS office operations, such as filing, answering phones, note dictation for departmental and employee meetings, and other tasks as deemed necessary for assisting in the management of EMS.

In reference to new EMS positions, these positions will help to reduce work load on our current staff, reduce response times, and potentially increase revenue by reducing the number of times outside assistance is needed from other agencies. With the addition of these staff members we will transition our Medic 5 14 hour ambulance to a 24 hour ambulance. This will add one more additional ambulance to our fleet, allowing our Northern area Quick Response Vehicle (QRV) to be opened back up for the full 24 hour shift; by doing this we add additional resources to the Northern area of our county and reduce response times to this area. We then have the possibility to maintain a Medic 6 with part-time staff for peak hours and days. With the addition of EMD, this would allow EMS to provide a tiered response. What that means is, if a caller requests assistance based on their complaint we could respond non-emergency (no lights or siren) (reduced liability), or send Medic 6 a Basic truck for low acuity calls, which will keep our ALS units free for higher acuity calls.

CAPTIAL REQUEST:

**Fleet Replacement
Attachment D**

(1) F-450 Ambulance remount	\$126,674.00
(1) F-450 Ambulance remount	\$126,674.00
(2) Ford Interceptor SUV's	<u>\$ 72,000.00</u>
Total	\$325,348.00

I am requesting a remount of (1) F-450 and (1) F-450 ambulance. One F-450 ambulance has been placed out of service due to extensive mechanical issues. The other F-450 is a spare unit with over 280K miles. We need to begin the replacement of these units to align with the Federal specifications. These remounts would bring two of our units into compliance; however, we need to plan for an aggressive replacement plan to ensure our fleet meets the Federal KKK specifications and that we have a dependable fleet to respond to emergencies. I am willing to work with both Mr. Wilson and your office to secure any normal or alternative purchasing plans needed to accomplish this task. A lease purchase program would be of the most benefit for LCEMS and the county, as this would allow for new/replacement purchases of ambulance's every 3-5 years to help reduce the overall maintenance costs associated with an aging fleet that is already riddled with mechanical and electrical issues from the previous builder and again, to bring our fleet into compliance with the Federal KKK specifications. I am requesting the replacement of (2) F-250 super duty pick up's one with over 150K miles and the other with over 180K miles, (1) one being the supervisor's vehicle. This vehicle has been plagued with some extensive front end repairs that only seem to keep reoccurring. The QRV with over 150K miles is a primary response vehicle that will soon begin to have mechanical issues; it is also the request of EMS to retain this vehicle and assign this vehicle to the Education Division. The Education division has no means of travel to and from meetings at hospitals, educational classes out of county and for response to emergencies within the county when resources are depleted.

**New Line Item:
Attachment E**

I am requesting a new line item to be added to the EMS budget that would incorporate repair/replacement of furniture/appliances within our stations and offices. We currently do not have any such line item for these request. We have been utilizing office supplies, however, that budget line item cannot withstand these requests. We have several stations that are in need of repaired or new items such as new mattresses, recliners, sofas, and dishes to cook and eat with. Each station has a minimum of (1) one bunk room with (1) one bed, 3 of our stations have (2) two bunk rooms with (2) beds, one stations has (4) bunk rooms and (5) beds. Our supply room in our headquarters location is in desperate need of cabinetry or some type of organizational system. I would anticipate this line item being reduced to half of the original request to \$5,000.00 within the next budget year.

Laurens County
128 Emergency Medical Services Detailed Schedules
Budget Year 2018

Revenue Detail Schedules

Account Number	Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Request
GENERAL PROPERTY TAXES - 128-311							
	7.0 mills		7.1 mills	7.1 mills	7.2 mills	7.2 mills	7.2 mills
31110	Current Real Property	694,016	765,249	784,571	803,886	245,475	
31111	LOST Credit-Real	203,245	165,361	145,592	175,000	74,033	
31120	Delinquent Real Property	57,117	45,888	58,010	44,757	25,938	
31121	LOST Credit-Delinquent	17,622	13,849	12,180	13,508	5,376	
31130	Vehicle	123,573	135,132	150,639	143,123	82,205	
31131	LOST Credit-Vehicle	34,511	32,949	29,010	29,923	13,815	
31140	FILOT	187,617	146,172	190,065	202,571	46,187	
31141	LOST Credit-FILOT	3,197	1,643	1,251	1,650	0	
31151	Prior Year Refunds	(56,693)	(9,289)	(5,964)	(6,417)	(6,365)	
	Subtotals:	1,264,205	1,296,954	1,365,354	1,408,001	486,664	0
INTERGOVERNMENTAL REVENUE - 128-330							
33516	EMS Grant	9,688	21,033	136,961	21,000	21,033	
33814	Coop Capital Credit	350	357	333	360	503	
	Subtotals:	10,038	21,390	137,294	21,360	21,536	0
CHARGES FOR SERVICES - 128-340							
33540	EMS Off-Duty Revenue	7,526	6,025	6,055	10,000	1,300	
33541	EMS - Training Revenue	0	1,013	353	1,000	30	
33542	EMS - Events Revenue Donations	0	174	0	100	0	
34511	EMS Fees*	1,923,655	1,976,738	1,995,219	1,946,717	1,000,982	
	Subtotals:	1,931,181	1,983,950	2,001,627	1,957,817	1,002,312	0
MISCELLANEOUS REVENUE - 128-364							
36417	Special Event Coverage				10,000	0	
36415	Donations	0	0	100	100	0	
	Subtotals:	0	0	100	10,100	0	0
TOTAL REVENUE AVAILABLE		3,205,424	3,302,294	3,504,375	3,397,278	1,510,512	0

Expenditure Summary Schedules

Dept Number	Department Name	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
525	EMS Expenditures	3,265,334	3,316,441	3,355,768	3,556,431	1,562,027	0
TOTAL EXPENDITURES		3,265,334	3,316,441	3,355,768	3,556,431	1,562,027	0
TRANSFER OF GENERAL FUND RESERVES					0	0	0
PROJECTED YEAR END FUND BALANCE		(59,910)	(14,147)	148,607	(159,153)	(51,515)	0

* Actual receipts on a cash basis

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 128 EMS Fund

Department 525 Emergency Medical Services

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Requested
						12/31/16 Actual	
11000	Salaries	956,832	977,254	1,047,733	1,056,066	498,513	
11010	Part Time Salaries	220,556	222,414	168,976	194,043	52,975	
13000	Overtime	572,916	536,436	510,370	562,257	264,903	
14010	Holiday Work Pay	6,100	4,830	4,585	9,643	1,781	
21000	Health Insurance-Employer	194,287	227,660	239,177	249,036	110,935	
21050	Education Pay	574	610	5,706	1,200	3,532	
21051	Cell Phone Reimbursement	1,810	5,898	(220)	0	0	
22000	FICA-Employer Share	140,647	125,025	124,223	139,475	63,870	
23000	Retirement-Employer Share	167,057	189,183	190,977	206,813	101,948	
26000	Workers Compensation	318,229	276,502	287,800	286,380	161,338	
27000	Advanced Drug Testing	1,905	2,170	2,683	2,463	441	2,463
33051	Professional Services	91,441	84,885	93,451	116,151	36,669	116,151
43025	Copier Maintenance	4,246	4,374	3,509	3,700	1,658	3,700
43030	Equipment Maintenance	12,264	9,886	11,326	12,528	3,896	12,528
43090	Vehicle Maintenance	86,960	131,487	213,702	142,900	49,732	142,000
44040	Telephone System Lease	0	0	0	0	0	0
52060	Technology/ Licenses	8,148	12,070	4,325	20,000	10,856	25,000 2f
53010	Cellular Phones	8,839	10,603	10,923	11,266	4,663	11,266
53090	Telephone	16,056	14,183	16,699	19,000	8,427	19,000
56050	Membership and Dues	0	1,300	0	1,375	435	1,375
57080	Training	3,781	10,293	7,454	13,000	7,424	16,250 2f
57092	Travel/Meetings	1,671	468	1,425	1,600	1,417	2,400 5f

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 128 EMS Fund

Department 525 Emergency Medical Services

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D	FYE 2018 Requested
						12/31/16 Actual	
61025	Building Maintenance	4,807	5,562	3,633	5,000	3,479	7,500
61035	N800 Palmetto Radio	8,029	7,462	8,756	14,000	4,864	18,900
61530	Laundry & Linen	385	724	261	888	12	408
61600	Medical Supplies	149,653	167,740	180,625	163,690	86,503	163,690
61700	Office Supplies	2,484	3,892	2,657	5,000	2,054	5,000
61800	Postage	790	971	861	615	632	615
61850	Uniforms	12,562	22,511	18,853	21,259	3,171	21,259
61900	Vehicle Supplies	66,197	63,733	59,717	72,600	18,863	72,600
61910	Vehicle Fuel	164,000	129,566	89,376	138,670	41,282	138,670
62000	Utilities	30,560	31,393	29,054	25,410	12,962	25,410
74200	Capital Expenditures	0	0	0	33,900	0	0
80022	EMS Grant	6,379	25,630	9,333	21,000	0	0
80035	Infection Control	4,886	9,726	7,818	5,504	2,792	5,504
61005	Event Expenses	283	0	0	0	0	0
Subtotal Salaries		1,756,404	1,740,934	1,731,664	1,822,008	818,172	0
Subtotal Benefits		822,604	824,878	847,663	882,904	441,623	0
Subtotal Operating		686,326	750,629	776,441	851,519	302,232	811,689
TOTALS		3,265,334	3,316,441	3,355,768	3,556,431	1,562,027	811,689

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

EMS

525

DEPARTMENT NAME

DEPARTMENT NUMBER

INCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
128-525-42000-52060 EMS Technology	20,000.00	25,000.00	25% increase due to new scheduling system to include payroll features.
128-525-42000-57080 EMS Training	13,000.00	16,250.00	25% increase for tuition assistance for paramedic school.
128-525-42000-57092 Travel/meeting	1,600.00	2,400.00	Increase in travel for educational classes
128-525-42000-61025 Building Mant. Supplies	5,000.00	7,500.00	If no new building is built will need this increase to make repairs
128-525-42000-61035 N800 Palmetto Radio	14,000.00	18,900.00	Increase site fees and mobile radios in all vehicles for improved communication.

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
128-525-42000-61530 Laundry & Linen	888	408	Reduced turn over rate, and have the ability to laundry at station.

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT EMS DEPARTMENT NUMBER 525

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
Administrative Assistant	Full-time FICA Health SCRS Workers Comp	\$ 22,880.00 \$1,750.00 \$5,671.44 \$2,644.93 \$1,741.17	Transition of part time Administrative Assistane to full time. FICA @ \$1750.00, Hlth @ 5671.44, SCRS @2644.93 and Wokers Comp @1741.17. This would a salary of \$880.00 per pay period at a rate of pay of \$11.00 per hour for a 40 hour work week.
(6) six full time positions	(6) six F/T positions FICA SCRS Health OverTime	\$153,504.00 \$18,924.39 \$28,596.85 \$34,028.64 \$93,873.60	This would be for two additioanl positions per shift, this would allow for Medic 5 to run for 24 hours. This salary could be used for either a paramedicor an EMT-basic. If an EMT Basic was hired into this position, the annual cost for the salary would be lower. At least 3 of these positions would have to be paramedic.
	FULL-TIME SALARY	\$ 269,741.42	Without overtime
		\$ 93,873.60	Over time for 6 EMS positions
	PART TIME SALARY		
TOTALS		\$ 363,615.02	

**NEW CAPITAL LINE ITEMS
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

EMS

525

DEPARTMENT NAME

DEPARTMENT NUMBER

FUNDING REQUEST			
AMOUNT	DESCRIPTIONS (detailed)	Replaces existing equipment	Maintenance costs after first year
72,000.00	2 Ford Interceptor SUV's	Yes	
126,674.00	Ambulance Remount	No	
126,674.00	Ambulance Remount	Yes	

VICTIM'S ASSISTANCE

FUND 129

DEPT. 550

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 129 Victims' Assistance Fund

Dept: 550 Victims' Assistance

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
11000	Salaries	101,946	101,492	102,395	103,418	50,087	
21000	Health Insurance-Employer Share	12,597	14,500	15,492	15,748	7,874	
22000	FICA-Employer Share	8,193	7,712	7,304	7,911	3,882	
23000	Retirement-Employer Share	9,944	11,033	11,286	14,727	6,225	
26000	Workers Compensation	6,059	5,020	5,394	5,180	3,710	
27000	Drug Screens	25	25	-	50	-	50
43090	Vehicle Maintenance	653	1,089	400	500	871	500
53010	Cell Phone	2,790	2,312	3,213	2,500	1,296	2500
53090	Telephone	2,668	2,383	2,342	2,000	1,219	2000
55000	Printing & Binding	1,614	1,556	1,455	1,500	-	1500
56050	Memberships/Dues	225	25	-	50	-	50
57092	Travel/Meetings	748	902	729	1,000	* 275	1000 500
57093	Travel/Training		728	116	500	* 728	750
61400	Copier Supplies	759	629	720	500	* 97	300
61700	Office Supplies	262	651	643	500	262	500
61800	Postage	91	209	213	200	* -	150
61900	Vehicle Supplies	795	590	25	500	274	500
61910	Vehicle Fuel	2,559	1,954	1,385	1,000	611	1000
64000	Law Tracks	17,340	20,246	18,691	19,000	8,830	19,000
80040	Contingency	1,410	-	-	-	-	-
	Subtotal Salaries	101,946	101,492	102,395	103,418	50,087	-
	Subtotal Benefits	36,793	38,265	39,476	43,566	21,691	-
	Subtotal Operating	31,939	33,299	29,932	29,800	14,463	-
	TOTALS	170,678	173,056	171,803	176,784	86,241	-

Lisa Kirk

From: Jon Caime <jcaime@co.laurens.sc.us>
Sent: Wednesday, February 8, 2017 12:47 PM
To: Tracy Richards; 'Joel Turner'; Lisa Kirk
Subject: Attached Report
Attachments: Victims Assistance Fund for Fy18 draft to VAF and Finance for comment.pdf

Joel,

As promised, I wanted to give you this information first. I will be recommending a steep cut in your budget for FY18 based on the attached information. All please review the attached information and let me know if you have any new information or data to consider.

Jon Caime

Jon Caime
County Administrator
Laurens County SC
jcaime@co.laurens.sc.us
www.laurenscounty.us

SOLID WASTE MANAGEMENT

FUND 210

DEPT. 580, 590, 592

Laurens County
210 Enterprise Fund Detail Summary
Budget Year 2018

Revenue Detail Schedules

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
INTERGOVERNMENTAL REVENUE - 210-330							
33527	Tire Fee Rebate	25,519	26,349	28,090	26,349	6,739	28,090
33528	Solid Waste Grant	0	46,821	192	41,955	17,442	88,275
33814	Coop Cap Credit Distrib	177	184	50,512	200	211	200
	Subtotals:	<u>25,696</u>	<u>73,354</u>	<u>78,794</u>	<u>68,504</u>	<u>24,392</u>	<u>116,565</u>
CHARGE FOR SERVICES - 210-340							
34431	Host Fee (\$.50/ton times previous year tonnage)	75,191	53,025	63,629	57,000	30,677	63,000
34432	Landfill Tipping Fees (Includes Recycling)	61,723	43,810	48,186	49,400	24,769	49,000
34433	Residential User Fee	1,792,909	1,794,614	1,779,721	1,811,000	769,769	1,780,000
34505	Animal Control & Shelter Fees	19,738	15,408	14,697	81,300	2,472	64,325
	Subtotals:	<u>1,949,561</u>	<u>1,906,857</u>	<u>1,906,233</u>	<u>1,998,700</u>	<u>827,687</u>	<u>1,956,325</u>
SALE OF FIXED ASSETS - 210-392							
39210	SW- Gain on Sale of Fixed Assets	0	0	0	0	6,000	0
	Subtotals:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,000</u>	<u>0</u>
TOTAL REVENUE AVAILABLE		1,975,257	1,980,211	1,985,027	2,067,204	858,079	2,072,890

Expenditure Summary Schedules

Dept Number	Department Name	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
580	Landfill	957,540	1,026,352	1,062,307	1,062,307	473,383	863,450
590	Rural Collections	903,599	903,599	734,832	734,832	321,928	164,550
591	Solid Waste Cont. & Fringe	0	27,328	0	0	0	0
592	Litter and Humane	0	0	0	0	0	61,870
595	Solid Waste Capital	0	17,593	43,896	175,041	11,866	79,200
TOTAL EXPENDITURES		1,861,139	1,974,872	1,841,034	1,972,179	807,177	1,169,070
Reserves - Fund Balance		0	0	0		0	
PROJECTED YEAR END FUND BALANCE		114,118	5,339	143,993	95,025	50,902	903,820

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 210 Solid Waste Mgmt

Department: 580 Landfill

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2017 Requested
11000	Salaries	114,771	133,024	129,295	140,995	62,517	
21000	Health Insurance-Employer Share	32,875	37,946	37,538	41,271	19,760	
21050	Cell Phone Reimbursement	0	29	422	420	195	
22000	FICA-Employer Share	7,724	9,130	8,894	10,786	7,187	
23000	Retirement-Employer Share	12,035	14,463	14,385	19,947	7,741	
26000	Workers Compensation	16,513	17,743	17,875	17,983	11,135	
27000	Advanced Drug Testing	295	175	170	500	25	500
30000	Professional Services	4,200	10,852	3,677	6,000	3,076	70,000
34090	Tire Disposal Fees	13,135	14,099	14,703	26,000	9,455	26,000
34096	Well Monitor	13,136	17,511	11,930	22,000	25,158	41,000
43030	Equipment Maintenance	14,394	21,099	25,473	35,000	1,117	35,000
53010	Cell Phone	466	467	141	0	0	0
53090	Telephone	2,529	2,463	1,869	2,000	1,035	2,000
54000	Advertising & Publications	0	0	107	200	0	200
61520	Equipment Supplies	7,321	11,064	11,220	20,000	2,454	20,000
61550	Landfill Maint Supplies	8,851	7,493	3,612	12,000	1,974	12,000
61700	Office Supplies	0	0	0	2,000	1,396	2,000
61800	Postage	11	37	8	100	0	100
61850	Uniforms	0	0	667	4,750	4,195	6,250
61910	Vehicle Fuel	38,631	34,922	25,292	35,000	12,052	30,000
62000	Utilities	6,573	6,376	7,105	6,000	2,158	6,000
80022	Grant Expenditure	0	37,550	50,708	41,955	17,441	
80082	Recycling	0	0	4,840	45,000	13,344	40,000
80085	Transfer Station Fees	664,080	649,909	696,643	572,400	269,968	572,400
	Subtotal Salaries	114,771	133,024	129,295	140,995	62,517	0
	Subtotal Benefits	69,147	79,311	79,114	90,407	46,018	0
	Subtotal Operating	773,622	814,017	858,165	830,905	364,848	863,450
	TOTALS	957,540	1,026,352	1,066,574	1,062,307	473,383	863,450

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Landfill

580

DEPARTMENT NAMEDEPARTMENT NUMBERINCREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
210-580-43000-30000 Professional Services	6,000	70,000	Drastic increase due to anticipated remediation of VOC's migrating off landfill property
210-580-43000-34096 Well Monitoring	22,000	41,000	Increase expected to number of wells and type of testing required by SCDHEC
210-580-43000-61850 Uniforms	4,750	6,250	Projected to spend 6,250 in current fiscal year. Mostly due to changes in safety policies

Total Increase 84,500

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
210-580-43000-61910 Vehicle Fuel	35,000	30,000	Projected to spend \$23,000 in current fiscal year
210-580-43000-80082 Recycling	45,000	40,000	Electronic recycling has slowed down in the last year

Total Decrease 10,000
Net Increase/(Decrease) 74,500

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 210 Solid Waste Mgmt

Department: 590 Rural Collections

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
11000	Salaries	279,967	270,470	286,871	150,492	84,615	
11010	Part Time Salaries	260,579	271,300	255,172	270,787	123,429	
21000	Health Insurance-Employer Share	41,277	50,494	51,993	24,718	18,531	
21020	Pay in Lieu of Insurance	2,562	2,562	1,200	0	0	
22000	FICA-Employer Share	39,630	39,948	40,037	32,228	12,102	
23000	Retirement-Employer Share	31,382	31,175	31,839	40,531	11,264	
26000	Workers Compensation	65,566	57,157	59,747	51,526	31,964	
27000	Advanced Drug Testing	468	965	665	700	25	700
30000	Professional Services	0	0	1,613	13,400	4,818	13,400
43030	Equipment Maintenance	33,581	34,763	27,775	36,000	11,836	36,000
53010	Cell Phone	1,594	1,527	1,690	0	0	0
53090	Telephone	415	377	146	0	0	0
61520	Equipment Supplies	12,580	14,158	12,718	15,000	2,809	15,000
61525	Dump Site Maint	11,912	12,645	10,658	12,650	2,412	12,650
61535	Litter/Humane Equip/Supp	31,863	42,660	48,030	0	0	0
61910	Vehicle Fuel	81,194	60,057	43,870	75,000	13,648	75,000
62000	Utilities	10,819	11,463	9,747	10,500	4,475	10,500
80060	Miscellaneous	895	1,878	89	1,300	0	1,300
	Subtotal Salaries	540,546	541,770	542,043	421,279	208,044	0
	Subtotal Benefits	180,417	181,336	184,816	149,003	73,861	0
	Subtotal Operating	185,321	180,493	157,001	164,550	40,023	164,550
	TOTALS	906,284	903,599	883,860	734,832	321,928	164,550

**ADDITIONAL POSITION REQUEST
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

DEPARTMENT Rural Collections

DEPARTMENT NUMBER 590

EMPLOYEE	POSITION	REQUESTED SALARY ANNUAL	Please explain why additional staff is requested
	Reclass Laborer position to CDL Driver position	\$ 2,683.00	Reclassify a laborer position at \$10.36 per hour base salary to a CDL Driver position at \$11.65 per hour base salary for a yearly increase of \$2,683. This would allow the person to utilize the spare rolloff truck to assist in the mobile home amnesty program run by the Building Codes Department. This program has shown significant savings when we utilize our own boxes and hauling for debris generated by tearing down old and abandon homes.
	FULL-TIME SALARY	\$ 2,683.00	
	PART TIME SALARY		
TOTALS		\$ 2,683.00	

**BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018**

Landfill / Rural Collections
DEPARTMENT NAME

580 / 590
DEPARTMENT NUMBER

202 Landfill Road, Laurens, SC
PHYSICAL ADDRESS

P.O. Box 238, Laurens, SC 29360
MAILING ADDRESS

864-682-2415
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Robert Russian - Director of Public Works

Department / Agency Director Name

Title

Signature

rrussian@co.laurens.sc.us

E-mail Address

Chris Gurga - Supervisor

First Alternate Name

Title

Signature

cgurga@co.laurens.sc.us

E-mail Address

Jamie Masters - Clerk II

Second Alternate Name

Title

Signature

jmasters@co.laurens.sc.us

E-mail Address

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 210 Solid Waste Mgmt

Department: 592 Litter/Humane

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2016 Budget	Y-T-D 12/31/16 Actual	FYE 2017 Requested
11000	Salaries				142,850	50,804	
21000	Health Insurance-Employer Share				34,866	9,023	
21050	Cell Phone Reimbursement				420	0	420
22000	FICA-Employer Share				10,960	3,367	
23000	Retirement-Employer Share				20,318	5,514	
26000	Workers Compensation				8,154	3,600	
27000	Advanced Drug Testing				100	25	100
30000	Professional Services/ Vet Care				23,000	5,174	23,000
43090	Vehicle Maintenance				2,500	1,048	2,500
43012	Facility Maintenance				2,000	1,578	3,000
53010	Cell Phone				1,600	1,021	2,100
53090	Telephone				1,200	96	1,200
61546	Animal Food				4,750	1,032	4,750
61520	Equipment Supplies				0	0	
61525	Dump Site Maint				0	0	
61535	Litter/Humane Equip/Supp				11,000	6,906	12,000
61800	Postage				100	13	100
61850	Uniforms				1,700	890	1,700
61900	Vehicle Supplies				3,500	907	3,500
61910	Vehicle Fuel				7,500	3,650	7,500
62000	Utilities				0	0	0
80060	Miscellaneous				0	0	0
	Subtotal Salaries	0	0	0	142,850	50,804	0
	Subtotal Benefits	0	0	0	74,718	21,504	420
	Subtotal Operating	0	0	0	58,950	22,340	61,450
	TOTALS	0	0	0	276,518	94,648	61,870

**Budgetary Increases and Decreases
LAURENS COUNTY, SOUTH CAROLINA
Budget for Fiscal Year 2018**

Litter/ Humane

592

DEPARTMENT NAME**DEPARTMENT NUMBER****INCREASE**

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)
210-592-43000-43012 Facility Maintenance	2,000	3,000	Projected to spend 2,400 in current fiscal year. Additional fence work to complete in the fall.
210-592-43000-53010 Cell Phone	1,600	2,100	Projected to spend 2,100 in current fiscal year.

Total Increase

1,500

DECREASE

ACCOUNT NUMBER (if applicable)	AMOUNT FROM	AMOUNT TO	DESCRIPTIONS (detailed)

Total Decrease

0

Net Increase/(Decrease)

1,500

BUDGET AUTHORIZATION FORM
LAURENS COUNTY, SOUTH CAROLINA
Fiscal Year 2018

Litter / Human
DEPARTMENT NAME

592
DEPARTMENT NUMBER

79 Mount Vernon Church Road
PHYSICAL ADDRESS

P.O. Box 238, Laurens, SC 29360
MAILING ADDRESS

864-682-4935
TELEPHONE NUMBER

864-984-3726
FAX NUMBER

Person(s) Authorized for Expenditure of Funds:

Robert Russian - Director of Public Works
Department / Agency Director Name Title Signature

rrussian@co.laurens.sc.us
E-mail Address

Robert Motte - Litter/Humane Senior Officer
First Alternate Name Title Signature

E-mail Address

Jamie Masters - Clerk II
Second Alternate Name Title Signature

jmasters@co.laurens.sc.us
E-mail Address

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 210 Solid Waste Mgmt

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
80040	Contingency	0	27,328		0	0	0
	TOTALS	0	27,328	0	0	0	0

**LAURENS COUNTY
EXPENDITURE DETAIL SCHEDULES**

Fund: 210 Solid Waste Mgmt

: 595 Solid Waste Capital Projects

Account Number	Account Description	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Budget	Y-T-D 12/31/16 Actual	FYE 2018 Requested
71100	Land Improvements			33,035	104,180	0	48,200
74190	Waste Compactors & Boxes			0	0	0	19,000
74200	Vehicle /Apparatus	15,470	17,593	0	60,000	0	
74300	Vehicle Lease / Purchase			0	0	0	
74301	Vehicle Lease / Purchase			0	0	0	
74480	40 C. Y. Waste Containers			10,861	10,861	11,866	12,000
TOTALS		15,470	17,593	43,896	175,041	11,866	79,200

\$48,200 - Loading Dock for Tire Recycling, 24X60 concrete pad, and 24X60 metal building for cardboard recycling

\$19,000 - One compactor to replace one of eleven in use

\$12,000 - Two enclosed 30 yard cardboard recycling boxes