

City of Hanahan



Budget 2013/2014

**CITY OF HANAHAN
BUDGET FY 13-14
GENERAL FUND REVENUES AND EXPENDITURES**

	BUDGET FY 12-13	As Of 5/10/2013	Projection FY 12-13	Notes
GENERAL FUND:				
Revenues:				<i>The projected revenue is \$8.2M and the projected expenses are \$8.32M, the deficit</i>
Sub-total	\$8,363,637	\$5,468,972	\$8,200,264	<i>is made up between \$75K transfer from the special police fund & \$52,778 use of FB.</i>
Transfer SPF	\$75,000	\$0	\$75,000	
Fund Balance	\$447,179	\$0	\$52,778	<i>The expenses include \$352,000 in project costs to build the Amphitheater/City Park which will use G.O. Bond Fund Balance.</i>
Appropriation				
TOTAL REVENUES	\$8,885,817	\$5,468,972	\$8,328,042	

	BUDGET FY 12-13	As Of 5/10/2013	Projection FY 12-13	
Expenditures:				
				Savings or Overage in FY 11/12
Administration	\$539,821	\$443,954	\$505,194	Administration \$34,627
Municipal Court	\$532,248	\$332,735	\$455,168	Municipal Court \$77,080
Non-Departmental	\$768,350	\$1,558,853	\$1,020,097	Non-Departmental \$251,747
Public Works	\$903,141	\$685,491	\$868,163	Public Works \$34,978
Police:				Police:
Victim's Advocate	\$49,083	\$41,036	\$48,785	Victim's Advocate \$298
Administration	\$801,540	\$531,183	\$595,647	Administration \$205,893
Patrol	\$1,544,795	\$1,192,992	\$1,429,994	Patrol \$114,801
Records	\$371,631	\$293,248	\$342,675	Records \$28,956
Investigations	\$195,260	\$150,636	\$175,000	Investigations \$20,260
Animal Control	\$48,536	\$40,742	\$46,986	Animal Control \$1,550
Building and Codes	\$277,892	\$168,095	\$277,892	Building and Codes \$0
Fire:				Fire:
Administration	\$105,528	\$87,313	\$102,298	Administration \$3,230
Suppression	\$1,483,017	\$1,060,152	\$1,324,625	Suppression \$158,392
EMS	\$237,966	\$165,997	\$183,200	EMS \$54,766
Recreation:				Recreation:
Administration	\$195,339	\$150,628	\$182,824	Administration \$12,515
Maintenance	\$413,722	\$317,714	\$386,972	Maintenance \$26,750
Athletics	\$282,819	\$186,772	\$253,147	Athletics \$29,672
Seniors	\$135,129	\$110,925	\$129,375	Seniors \$5,754
				Total \$557,775
TOTAL EXPENDITURES	\$8,885,817	\$7,518,467	\$8,328,042	

**CITY OF HANAHAN
BUDGET FY 13-14
GENERAL FUND REVENUES AND EXPENDITURES**

	BUDGET FY 12-13	As Of 5/3/2013	CA'S	CA'S	Notes	COUNCIL'S PROPOSED BUDGET
			BUDGET REQUESTS FY 13-14	PROPOSED INCREASES (DECREASES)		
GENERAL FUND:						
Revenues:						
Sub-total	\$8,363,637	\$5,309,733	\$7,716,772	\$646,865		
Fund Balance *	\$522,180	\$0	\$531,533	\$9,353		
Appropriation						
<i>*Includes transfer from SPF</i>						
TOTAL REVENUES	\$8,885,817	\$5,309,733	\$8,248,305	\$637,512		
Expenditures:						
Administration	\$539,821	\$424,764	\$555,765	\$15,944		
Municipal Court	\$532,248	325,147	\$461,066	\$71,182	Assessments reduced by \$75,000	
Non-Departmental	\$768,350	819,482	\$738,438	\$29,912	Asst. Director's salary is not in budget, vehicle dep is way down, increased exp for karts	
Public Works	\$903,141	667,188	\$830,157	\$72,984		
Police:						
Victim's Advocate	\$49,083	39,582	\$48,801	\$282		
Administration	\$801,540	521,436	\$356,960	\$444,580	Lieutenant position frozen, no capital expenses or SPF purchases (\$287,168 savings), dropped \$123,260 in grant expenses	
Patrol	\$1,544,795	1,156,788	\$1,524,286	\$20,509	Several cars came off dep schedule (2008) & capital items, position moving from patrol to investigations	
Records	\$371,631	284,725	\$389,142	\$17,511		
Investigations	\$195,260	145,482	\$243,560	\$48,300	Moved patrol position to Investigations	
Animal Control	\$48,536	39,164	\$50,704	\$2,168		
Building and Codes	\$277,892	162,709	\$284,714	\$6,822		
Fire:						
Administration	\$105,528	83,750	\$107,776	\$2,248		
Suppression	\$1,483,017	1,016,724	\$1,486,157	\$3,140	Salary reduced by 110,865 due to turnover	
EMS	\$237,966	158,413	\$238,625	\$659		
Recreation:						
Administration	\$195,339	145,299	\$201,660	\$6,321	Moved Admin Asst position from Rec Athletics, add'l money needed for amphitheater opening, no grants/capital expenses	
Maintenance	\$413,722	308,056	\$404,126	\$9,596	Salary reduced by \$10,115 due to retirements/turnover	
Athletics and Programs	\$282,819	180,586	\$237,533	\$45,286	Moved Admin. Asst position to Rec. Admin, no State Tournament	
Seniors	\$135,129	108,289	\$88,835	\$46,294	Capital purchase is \$1300, vs. \$45,037 in FY 12/13	
TOTAL EXPENDITURES	\$8,885,817	\$6,587,583	8,248,305	\$637,512		

APPROPRIATIONS BY ACTIVITY
GENERAL FUND
FY 13-14

DEPARTMENT/ ACTIVITY	FY 13/14 NUMBER OF F/T	CURRENT NUMBER OF P/T	PROPOSED NUMBER OF F/T	PROPOSED NUMBER OF P/T	PAYROLL COST	OPERATING AND CONTINGENCY	CAPITAL OUTLAY	FY 13-14 TOTAL
	POSITIONS	POSITIONS	POSITIONS	POSITIONS				
Administration	6	0	6	0	\$405,409	\$145,744	\$4,612	\$555,765
Municipal Court	2	0	2	0	140,566	320,500	0	\$461,066
Non-Departmental	0	0	0	0	0	661,438	77,000	\$738,438
Public Works	15	3	13	4	550,051	278,396	1,710	\$830,157 A
Police:								
Victim's Advocate	1	0	1	0	43,502	5,299	0	\$48,801
Administration	4	0	3	0	206,646	150,314	0	\$356,960 B
Patrol	26	0	25	0	1,187,356	268,358	68,572	\$1,524,286 C
Records	6	3	6	3	282,088	88,061	18,993	\$389,142
Investigations	4	0	4	0	208,962	31,250	3,348	\$243,560 C
Animal Control	1	0	1	0	44,704	6,000	0	\$50,704
Building and Codes	4	0	4	0	202,114	82,600	0	\$284,714
Fire:								
Administration	1	0	1	0	85,937	21,839	0	\$107,776 D
Suppression	30	0	30	0	1,230,233	225,102	30,822	\$1,486,157
EMS	5	0	4	0	211,575	27,050	0	\$238,625
Recreation:								
Administration	2	0	2	0	104,480	97,180	0	\$201,660 F
Maintenance	7	1	7	1	252,949	104,923	46,254	\$404,126
Athletics/Programs	1	10	2	9	112,744	121,100	3,689	\$237,533 F G
Seniors	1	0	1	0	44,033	43,500	1,302	\$88,835
TOTAL	116	17	112	17	\$5,313,349	\$2,678,654	\$256,302	\$8,248,305

Note: Approximately 64% of General Fund Expenditures are Payroll and Fringe

A-Eliminated Asst. Director's position, converted one FT position to PT

B-Frozen Lieutenant position

C-One patrol position was moved to Investigations, Patrol & Investigations each lost one grant position in FY 12/13

D-Asst Fire Chief position frozen

E-Moved Rec. Admin. Clerk from Rec Athletics to Rec Admin

F-Program sponsorship position created using salary savings in Rec. Admin. Going from Assistant Director position to Rec. Admin. Clerk position and elimination of PT Athletic position

City of Hanahan: FY 13 - 14 Budget Revenue Report

		History FY 09/10	History FY 10/11	History FY 11/12	Budget FY 12/13	Actual YTD 5/1/13	Estimate FY 12/13	CA Proposed FY 13/14	Increase or Decrease
10.3501.0000	Advalorem Taxes	2,210,031	2,159,460	2,196,722	2,200,000	1,801,002	2,200,000	2,200,000	0
10.3502.0000	Business Licenses	1,015,648	1,058,577	1,124,570	1,000,000	272,164	1,100,000	1,100,000	100,000
10.3503.0000	State Aid to Subdivision	354,008	346,789	349,000	335,000	225,489	335,000	350,000	15,000
10.3504.0000	Court Fines	274,870	263,131	623,809	675,000	402,091	525,000	575,000	100,000
10.3505.0000	Permits	227,868	189,980	188,531	200,000	185,925	200,000	200,000	0
10.3506.0000	Police Grants	111,601	164,223	208,249	136,337	40,464	57,000	15,000	121,337
10.3508.0000	Franchise- SCE&G	557,685	603,730	589,443	600,000	0	600,000	600,000	0
10.3509.0000	Animal Control Fees	2,250	3,575	2,989	3,350	2,265	3,000	3,350	0
10.3510.0000	Interest Earned	18,263	15,326	14,220	15,000	7,751	15,000	20,000	5,000
10.3511.0000	Delinquents	133,623	94,724	98,186	100,000	55,400	100,000	100,000	0
10.3513.0000	Berkeley County EMS	209,230	209,230	209,230	209,230	156,923	209,230	209,230	0
10.3514.0000	EMS Fees	163,322	148,638	162,187	160,000	113,779	150,000	160,000	0
10.3515.0000	Misc Revenues	62,704	13,517	46,106	22,000	48,987	50,000	25,000	3,000
10.3516.0000	State Revenue Property Tax Relief	1,214,504	1,342,456	1,285,845	1,300,000	1,093,727	1,300,000	1,300,000	0
10.3517.0000	Victim's Assistance	34,903	36,720	37,218	35,000	20,723	25,000	30,000	5,000
10.3518.0000	Berkeley County Water & Sewer	159,015	152,362	145,387	296,053	148,027	279,053	0	296,053
10.3519.0000	Berkeley County School District	55,000	55,000	76,342	84,570	0	84,570	84,570	0
10.3521.0000	Concessions	7,254	3,936	2,530	4,500	2,450	3,500	4,200	300
10.3522.0000	Youth Programs	57,357	62,446	61,873	57,000	50,657	53,000	57,000	0
10.3523.0000	Adult Programs	41,490	41,742	29,898	30,000	35,472	36,000	35,000	5,000
10.3524.0000	Recreation Grants	18,156	20,876	0	8,500	8,500	8,500	0	8,500
10.3527.0000	Tree Bank	0	0	471	2,500	2,560	2,560	2,500	0
10.3528.0000	Youth Camp	65,116	87,812	84,121	94,000	35,472	90,000	90,000	4,000
10.3529.0000	Amphitheater/City Park	7,405	19,449	10	10,000	133	200	15,000	5,000
10.3533.0000	Explorer Cadet Program	1,874	0	0	1,000	100	200	1,000	0
10.3535.0000	Rents/Leases	13,150	13,150	13,150	13,150	13,150	13,150	13,150	0
10.3536.0000	Special Police Revenue	4,998	28,290	22,259	15,000	22,962	25,000	20,000	5,000
10.3537.0000	Code Violations Income	965	986	1,531	2,000	953	1,500	2,000	0
10.3539.0000	Senior Event Revenue	6,501	11,066	8,327	26,180	12,295	15,000	15,000	11,180
NEW	Seniors Instructor's Class Revenue	0	0	0	0	0	0	2,500	2,500
10.3578.0000	Senior Center Usage Fee	0	0	0	21,375	9,435	10,000	12,500	8,875
10.3542.0000	Alcohol Beverage License	3,000	3,000	3,150	3,000	3,400	3,400	3,400	400
10.3551.0000	Merchants Inventory Tax	12,092	12,092	12,092	12,092	9,069	12,092	12,092	0
10.3552.0000	Franchise- Comcast	154,813	159,934	161,438	160,000	122,248	160,000	160,000	0
10.3554.0000	911 Revenue	60,483	28,325	47,839	296,300	221,640	296,000	42,000	254,300
10.3557.0000	Knology Holdings, Inc	28,681	31,883	28,934	30,000	20,512	30,000	30,000	0
10.3559.0000	Berkeley Electric Co-op	12,940	14,370	14,137	14,500	13,512	14,500	14,500	0
10.3563.0000	Karts	10,192	8,220	8,675	7,500	7,455	8,000	8,580	1,080
10.3568.0000	Uniformed Services Memorial	300	0	75	1,000	0	0	1,000	0
10.3575.0000	Commissioner of Public works	106,165	111,467	117,395	115,000	83,703	115,000	120,000	5,000
10.3576.0000	Fire Grant	0	0	0	1,200	0	1,200	1,200	0
10.3577.0000	Facility Rental	0	0	11,221	8,000	9,000	9,000	12,000	4,000
10.3581.0000	State Tournament Revenue	0	0	0	27,800	27,809	27,809	0	27,800
10.3597.0000	GO Bond Interest	0	0	944	500	2,936	3,800	2,500	2,000
10.3599.0000	Bond Proceeds	0	0	1,800,000	0	0	0	0	0
10.3579.0000	BCSD OVERTIME	0	0	0	20,000	11,517	18,000	18,000	2,000
10.3580.0000	Recreation Sponsorships	0	0	0	10,000	7,608	10,000	15,000	5,000
10.4020.9500	Transfer from Special Police Fund	0	0	0	75,000	0	75,000	31,000	44,000
New	Credit Card Transaction Fee- Court	0	0	0	0	0	0	3500	3,500
10.4020.9400	Transfer from Fund Balance	0	0	0	412,180	0	52,778	531533	119,353
		7,417,457	7,516,482	9,788,103	8,850,817	5,309,263	8,328,042	8,248,305	602,512

Increased Budget

Increase Firemen Salary \$2,000 and Paramedic Salary \$2,500 (does not include Captain's or Chief's Salaries)	\$74,704	Added to Budget
Increase Sergeants and Coporals Salaries \$2,500 (4 Sgts/4 Cpls)	\$24,098	Added to Budget
Increase all Privates/PFC salary 5% (at 2 year anniversary). All current Pvt/PFCs w/Dept 2 + years will get increase.	\$14,600	Added to Budget
Healthcare premium is going up 16%. The City will pay the dependent care premium increase only (thru Dec. 31, 2013).	\$12,000	Added to Budget
All employees who pass their evaluation will receive a 2% salary increase on Jan. 1, 2014.	\$36,514	Added to Budget
Proposed \$1,200 salary increase for Mayor and Council	\$9,933	For Discussion
Moving to the State Health plan will no longer require us to pay \$5,035 from Jan - June, 2014 in insurance fees	\$0	Note
Moving to the State Health plan Jan 1st, 2014 with 15 employees shifting over to new dependent coverage. (State Plan increase 6.8%)	Mid Year Budget Adjustment	Note
Moving to the State Health plan Jan 1st, 2014 with 15 employees shifting over to new dependent coverage. (State Plan increase 13%)	Mid Year Budget Adjustment	Note
A wage & compensation study will be completed for all salaried positions with the City of Hanahan. With this study a salary minimum and maximum will be defined for each position	By Dec. 31, 2013	Note

CITY OF HANAHAN
 BUDGET SUMMARY FY 13-14
 CAPITAL PROJECTS REVENUES AND EXPENDITURES

Revenues:

	BUDGET	As Of	CA'S BUDGET REQUESTS	CA'S PROPOSED INCREASES DECREASES	COUNCIL'S PROPOSED BUDGET
	FY 12-13	3/31/2013	FY 13-14		
CAPITAL PROJECTS:					
Revenues:					
Impact Fees	\$180,000	\$41,678	\$133,000	\$5,000	
Interest	2,500	1,482	1,500	4,500	
Capital Grant Revenue	291,816	0	291,816	58,184	
Transfer from CFB	30,207	0	53,096	30,207	
TIF Revenue	250,000	0	252,000	117,000	
Transfer from TIF FB	0	0	0	150,000	
TOTAL REVENUES	\$754,523	\$43,160	\$731,412	\$294,477	\$0

Expenditures:

	BUDGET	As Of	CA'S BUDGET REQUESTS	CA'S PROPOSED INCREASES DECREASES	COUNCIL'S PROPOSED BUDGET
	FY 12-13	3/31/2013	FY 13-14		
Fire Truck Principal	80,430	80,430	83,454	2,915	
Fire Truck Interest	19,939	19,938	16,914	2,914	
TIF Bond Principal	94,924	82,006	85,278	21,628	
TIP Bond Interest	24,200	24,200	20,862	18,506	
Contingency	10,810	0	0	278,564	
TIF Capital Expenditures	0	0	0	0	
North Rhett Intersection	0	0	0	0	
G.O. Bond Principal	155,000	155,000	160,000	155,000	
G.O. Bond Interest	47,197	47,197	42,881	47,197	
Capital Grant Expenditures	322,023	693	322,023	177,977	
TOTAL EXPENDITURES	\$754,523	\$409,464	\$731,412	\$294,477	\$0

Berkeley County Water/Sewer Payoff:
\$2,897,849.11

Fire Truck Payoff (3.75% APR)
-\$458,793.82

Remaining \$2,439,055.29

\$200,000 Transfer to
Fleet Fund (LGIP)

\$2,239,055 Transfer to
Building Fund (LGIP)

-\$300,000 towards building of
Concessions/Bathrooms/Storage
at the Amphitheater/City Park

Remaining funds from payoff:
Fleet Building Fund
\$200,000 + \$1,939,055.29 =
\$2,139,055.29

CITY OF HANAHAN
 BUDGET FY 13-14
 FUND BALANCE AS OF MAY 28, 2013
(with suggested transfers)

	Fund Balance @ End of FY 09/10	Fund Balance @ End of FY 10/11	Fund Balance @ End of FY 11/12	Fund Balance @ YTD 5/28/13
Investment Pool Funds				
General Operating Fund- Investment Pool	\$1,907,170.79	\$1,771,783.18	\$2,502,724.67	\$1,656,085.16
Fleet Service Fund	\$1,281,985.27	\$1,124,411.27	\$1,130,924.90	\$1,250,176.47
Building Fund	\$372,116.23	\$373,496.18	\$374,584.74	\$2,614,424.31
Property Tax Relief Fund	\$1,152,648.59	\$1,729,448.66	\$990,978.14	\$1,471,776.11
Tax Increment Financing Fund	\$1,114,542.15	\$886,335.75	\$943,268.80	\$823,824.57
G.O. Bond Account	\$0.00	\$0.00	\$1,252,772.14	\$1,574,497.34
Capital Projects Fund	\$73,873.49	\$132,746.14	\$376,623.11	\$447,466.80
Total Investment Pool Funds	<u>\$5,902,336.52</u>	<u>\$6,018,221.18</u>	<u>\$7,571,876.50</u>	<u>\$9,838,250.76</u>
				Fund Balance @ YTD 5/28/13
First Citizens Bank Accounts				
General Operating Fund Account				\$154,215.45
Special Police Fund Account				\$191,739.88
Recovery Act Grant Fund Account				\$5,582.51
Amphitheater Account				\$59,950.95
G.O. Bond Account				\$208,163.70
Property Tax Relief Fund				\$20.69
Bankcards Account				\$32,503.87
Building Fund Account				\$12,159.53
Total Bank Account Funds				<u>\$664,336.58</u>
Bank Account and Investment Pool Funds				<u>\$10,502,587.34</u>

Capital Requests

City of Hanahan
Capital Items FY 13/14 - DOES NOT INCLUDE TAXES

Department	Requestor	Request	Account	Amount
Administration	Johnny Cribb	100- Folding Chairs	10.4001.5999	\$2,000.00
Administration	Johnny Cribb	10- 8 foot tables	10.4001.5999	\$1,500.00
Administration	Johnny Cribb	Table Cart	10.4001.5999	\$150.00
Administration	Johnny Cribb	Chair Rack	10.4001.5999	\$600.00
Public Works	Steve Willis	Arc Welder	10.4250.5999	\$1,440.00
Public Works	Steve Willis	Wire Spool	10.4250.5999	\$136.40
Police Department	Chief Cochran	Police K-9	10.6006.5999	\$12,000.00
Police Department	Chief Cochran	2 ALPR Camera Systems	10.6006.5999	\$46,000.00
Police Department	Chief Cochran	5 Tasers	10.6006.5999	\$5,200.00
Police Department	Chief Cochran	2 Dispatch console workstations	10.6007.5999	\$17,504.70
Police Department	Chief Cochran	Leadsonline Database subscription	10.6008.5999	\$3,348.00
Fire Department	Chief Barham	5 Sets of Bunker Gear	10.7013.5999	\$10,000.00
Fire Department	Chief Barham	50 Feet of Attach Hose	10.7013.5999	\$3,739.00
Fire Department	Chief Barham	100 Feet of 5 inch hose	10.7013.5999	\$6,539.50
Fire Department	Chief Barham	Breathing Air Cylinder	10.7013.5999	\$8,129.25
Recreation	Randy Moneymaker	Sidewalk installation at field 5	10.8016.5999	\$8,500.00
Recreation	Randy Moneymaker	In line filter for irrigation system	10.8016.5999	\$7,000.00
Recreation	Randy Moneymaker	Step stones retaining wall & walkway	10.8016.5999	\$8,000.00
Recreation	Randy Moneymaker	2-Ice machine & bins	10.8016.5999	\$6,830.00
Recreation	Randy Moneymaker	Industrial pressure washer/steam cleaner	10.8016.5999	\$3,800.00
Recreation	Randy Moneymaker	Dryer for gym	10.8016.5999	\$500.00
Recreation	Randy Moneymaker	Sod for soccer field	10.8016.5999	\$8,000.00
Recreation	Randy Moneymaker	2 sets 6 foot soccer goals	10.8017.5999	\$3,400.00
Recreation	Randy Moneymaker	2 Televisions for fitness room	10.8018.5999	\$1,200.00
			TOTAL REQUESTS TAX	\$14,068.93
			TOTAL REQUESTS	\$179,585.78

<u>Capital Requests</u>	<u>Amount</u>
FY 12/13	\$419,797
FY 13/14	\$179,586
Difference	\$240,211

Note- a large portion of the capital purchases in FY 12/13 were supplemented by a reimbursement for 911 related charges (both current purchases and reimbursing expenses for years prior)

CITY OF HANAHAN FLEET CAPITAL REQUEST WORKSHEET

Equipment Description	Quantity	Unit Cost	Total Cost
Canine equipped Chevy Tahoe	1	\$ 38,549.00	\$ 38,549.00
Marked Chevy Caprice patrol vehicle	2	\$ 32,870.81	\$ 65,741.62
Unmarked Chevy Tahoe	1	\$ 33,586.00	\$ 33,586.00
TAX			\$ 1,200.00
TOTAL			\$ 139,076.62

Justification:

Addition of new K-9 handler will require a canine equipped vehicle. Due to normal rotation of cars being dead lined, at least 3 new patrol vehicles must be added to the fleet.