

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
Dept: *Water & Sanitation*
ORG KEY:

		Current Budget 2018 as of 06/30/2018	Original Budget 2019
Revenues			
40105	Revenue Service Charges	34,494,005	36,521,337
40105	Contract Charges	1,270,000	1,402,800
40150	Hanahan System	3,000,000	3,000,000
40155	Tall Pines	150,000	150,000
40205	Origination Fee	225,000	230,000
40305	Late Charges	1,219,500	1,148,000
40405	NSF Charges	17,000	30,000
40505	Reconnect Fees	385,000	385,000
41000	Solid Waste User Fee	8,000,000	8,275,000
41100	Landfill-Adv Mobile Home	6,000	7,500
41300	Landfill-Delinquent Tax	420,000	550,000
41500	Tires, Fees, Rebates	65,000	70,000
	LFGTE-Sale of Carbon Credits	32,000	20,000
46008	LFGTE-Sale of Electricity	50,000	75,000
	Naval Weapons Station	60,400	60,400
	Special Waste Filing Fee	1,000	1,200
41710	Recycled Metal	75,000	100,000
41720	Recycled Batteries	1,500	1,500
41750	Recycled Textile	3,000	3,000
45402	Recycled Cardboard	-	34,000
41810	Tipping Fees-MSW	650,000	600,000
41820	Tipping Fees-Yard Debris	100,000	100,000
41830	Tipping Fees-C&D	1,500,000	1,980,000
41840	Tipping Fees-Special Waste	700,000	650,000
41860	Tipping Fees-Tires	24,000	39,375
	Tipping Fees-Sludge (Fm S to SW)	600,000	650,000
41111	Used Oil Recycling Grant	-	14,900
41111	Keep BC Beautiful Grant	10,000	10,000
45010	Contractual-Navy Septage	500,000	525,000
45040	Plan Review Fees	125,000	155,000
45060	Connection Fees	3,220,000	3,220,000
45070	Legal Transfer Fee	16,500	30,000
45080	Meter Set Charge/Inspection Fee	160,000	180,000
45081	Sewer Limit Surcharges	500	500
45090	Sewer Inspection Charges	175,000	200,000
45100	Hydrant Usage Fee	55,000	75,000

Berkeley County Department Budget For Fiscal Year Ending 2019

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 ORG KEY:

		Current Budget 2018 as of 06/30/2018	Original Budget 2019
90100	Interest Income	98,450	15,000
91010	Sale of Used Equipment	425,810	298,600
46006	Sale of Used Vehicles	12,630	141,900
46000	Impact Fees	5,390,000	6,580,000
Total Revenues		<u>63,237,295</u>	<u>67,530,012</u>
Personnel Services			
50100	Salaries	11,583,732	12,800,130
50900	Health Insurance	2,300,657	2,766,917
	Basic Life, Dental, HRA, LTD	155,938	182,314
50610	Worker's Comp Insurance	517,405	573,951
50600	Retirement Contrib - Regular	1,377,075	1,825,193
50500	FICA Taxes	866,423	962,231
	Tort	50,105	53,208
	Pay Study Implementation	100,000	-
	OPEB Contribution	40,000	40,000
Total Personnel Services		<u>16,991,335</u>	<u>19,203,944</u>

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Current Budget 2018 as of 06/30/2018	Original Budget 2019
Operating Expenses			
55030	Accounting Services	35,600	32,100
57025	Advertising	17,625	17,625
61050	Bank Charges	302,375	321,890
53340	Bldg. Maint-Repair	178,000	170,500
57030	Cell Phone	97,589	106,860
53100	Contractual - Eagle Landing	230,520	233,480
53110	Contractual - Land of Pines	39,360	43,270
53120	Contractual - Otranto	186,890	222,110
57028	Cutoffs-Goose Creek	28,800	27,180
57029	CWS Cutoffs	124,500	127,160
54955	Daily Cover PosiShell	425,004	525,000
52010	Engineering Services	293,000	328,000
53240	Equipment Maintenance	265,259	247,759
53200	Equipment Rental	88,500	110,260
52092	Executive Projects	5,000	5,000
54958	Fly Over Survey	25,000	25,000
53450	Gas & Oil	933,413	938,475
53290	Generator Maintenance	70,900	61,900
57027	Goose Creek Collections	77,160	80,470
0	Grant-Used Oil Recycling	16,150	15,150
53260	Heavy Equip Maint.	324,000	324,000
53270	Heavy Vehicle Maint.	168,300	170,300
57050	Insurance Liability	504,330	590,400
57021	IT Equip - UNDER \$5,000	224,277	186,877
54501	Inventory Expense	1,488,547	1,517,438
54200	Lab Supplies	44,000	44,000
53550	Lab Tests	71,800	86,100
52000	Maintenance Contracts	982,148	895,640
57040	Memberships & Dues	63,027	63,227
54100	Odor Control	200,000	200,000
57020	Office Supplies	40,213	37,001
52090	Other Prof Services	1,565,946	1,719,236
57045	Permits-Assc Fees	79,914	81,748
57010	Postage	188,030	148,030
57015	Printing & Binding	181,670	177,470

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Current Budget 2018 as of 06/30/2018	Original Budget 2019
54960	ROC	155,000	156,500
53320	Safety Equipment	49,047	52,105
53350	Small Tools & Equip	134,789	129,805
57026	St. Stephen Collections	10,000	9,440
54250	System Maintenance	521,000	566,000
54100	System Maint-Chem Plant	496,600	480,600
54350	System Maint-Treatment Plant	31,000	31,000
54400	System Maint-Pump Station Mech	279,000	279,000
54350	System Maint-Plant Mech	123,530	173,800
54400	System Maint-Pump Station Elec	116,000	116,000
54350	System Maint-Plant Elec	113,500	113,500
57031	Telephone-IT Data	217,000	117,000
52100	Tire Recycling	95,000	175,000
53220	Tires	135,785	127,035
53370	Tower Maintenance	16,800	14,800
53360	Trailer Maintenance	13,000	12,600
50700	Travel & Training	164,565	184,368
55300	Utilities - Power	2,326,680	2,321,760
55110	Utilities - Water	2,318,053	2,441,123
53230	Vehicle Maintenance	109,500	107,500
51112	Grant-Waste Tire	5,750	4,750
54957	Yard Waste G&D	100,000	100,000
	Erosion Control	15,000	15,000
51112	Grant-Adopt A Hwy	6,000	-
51112	Grant-Keep BC	15,000	15,000
	Direct Assist-Shared Services	167,717	179,968
Total Operating Expenses		<u>17,302,162</u>	<u>17,804,310</u>

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

	Current Budget 2018 as of 06/30/2018	Original Budget 2019
Capital Outlay		
Capital Outlay	2,257,000	2,729,180
Capital IT Equip - OVER \$5,000	262,000	66,000
Contribution to RR (Imp fees)	5,390,000	6,580,000
Contribution to RR (O&M)	5,695,739	4,465,351
Contribution to RR (Debt Service)	15,329,059	16,681,226
Total Capital Outlay	<u>28,933,798</u>	<u>30,521,757</u>
Total Projected Revenues	<u>63,237,295</u>	<u>67,530,012</u>
Total Projected Expenditures	<u>63,227,295</u>	<u>67,530,011</u>

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Water	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
Revenues			
40105	Revenue Service Charges	10,864,190	12,034,607
40105	Contract Charges	320,000	322,800
40205	Origination Fee	85,000	90,000
40305	Late Charges	17,000	45,000
40405	NSF Charges	7,000	10,000
40505	Reconnect Fees	160,000	160,000
45040	Plan Review Fees	50,000	65,000
45060	Connection Fees	1,470,000	1,470,000
45070	Legal Transfer Fee	1,500	15,000
45080	Meter Set Charge/Inspection Fee	160,000	180,000
45100	Hydrant Usage Fee	55,000	75,000
91010	Sale of Used Equipment	-	23,000
46006	Sale of Used Vehicles	-	44,000
46000	Impact Fees	1,890,000	3,080,000
Total Revenues		15,079,690	17,614,407
Personnel Services			
50100	Salaries	2,533,436	2,849,946
50900	Health Insurance	516,581	593,513
	Basic Life, Dental, HRA, LTD	36,732	41,772
50610	Worker's Comp Insurance	115,590	131,132
50600	Retirement Contrib - Regular	297,957	405,298
50500	FICA Taxes	187,888	212,927
	Tort	6,398	6,978
	Pay Study Implementation	25,000	-
	OPEB Contribution	10,000	10,000
Total Personnel Services		3,729,582	4,251,565

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Water	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
Operating Expenses			
55030	Accounting Services	10,680	9,630
61050	Bank Charges	77,627	83,481
53340	Bldg. Maint-Repair	25,250	23,250
57030	Cell Phone	33,894	34,505
52010	Engineering Services	39,000	51,000
53240	Equipment Maintenance	38,788	39,388
53200	Equipment Rental	18,500	17,528
52092	Executive Projects	1,500	1,500
53450	Gas & Oil	101,121	114,648
53290	Generator Maintenance	150	150
57027	Goose Creek Collections	23,148	24,141
53260	Heavy Equip Maint.	9,000	9,000
53270	Heavy Vehicle Maint.	8,090	10,090
57050	Insurance Liability	151,299	177,120
57021	IT Equip - UNDER \$5,000	64,123	55,653
54501	Inventory Expense	923,808	959,850
54200	Lab Supplies	13,200	13,200
53550	Lab Tests	9,900	9,900
52000	Maintenance Contracts	291,471	278,980
57040	Memberships & Dues	8,023	8,371
57020	Office Supplies	6,715	6,038
52090	Other Prof Services	102,441	153,180
57045	Permits-Assc Fees	56,290	56,290
57010	Postage	56,409	44,409
57015	Printing & Binding	53,702	52,442
53320	Safety Equipment	6,031	8,670
53350	Small Tools & Equip	32,671	33,271
57026	St. Stephen Collections	3,000	2,832
54250	System Maintenance	230,000	275,000
57031	Telephone-IT Data	65,100	35,100
53220	Tires	11,825	12,425
53370	Tower Maintenance	1,800	1,200
53360	Trailer Maintenance	4,800	4,680
50700	Travel & Training	42,532	52,029
55300	Utilities - Power	59,760	58,284

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Water	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
55110	Utilities - Water	2,293,053	2,416,123
53230	Vehicle Maintenance	33,650	33,650
	Direct Assist-Shared Services	50,315	53,991
Total Operating Expenses		4,958,663	5,220,998
Capital Outlay			
	Capital Outlay	224,150	515,630
	Capital IT Equip - OVER \$5,000	80,100	19,800
	Contribution to RR (Imp fees)	1,890,000	3,080,000
	Contribution to RR (O&M)	1,417,068	-
	Contribution to RR (Debt Service)	4,919,351	4,855,728
Total Capital Outlay		8,530,669	8,471,158
Total Projected Revenues		15,079,690	17,614,407
Total Projected Expenditures		17,218,915	17,943,721

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Sewer	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
Revenues			
40105	Revenue Service Charges	23,629,815	24,486,730
40105	Contract Charges	950,000	1,080,000
40150	Hanahan System	3,000,000	3,000,000
40155	Tall Pines	150,000	150,000
40205	Origination Fee	140,000	140,000
40305	Late Charges	1,200,000	1,100,000
40405	NSF Charges	10,000	20,000
40505	Reconnect Fees	225,000	225,000
45010	Contractual-Navy Septage	500,000	525,000
45040	Plan Review Fees	75,000	90,000
45060	Connection Fees	1,750,000	1,750,000
45070	Legal Transfer Fee	15,000	15,000
45081	Sewer Limit Surcharges	500	500
45090	Sewer Inspection Charges	175,000	200,000
90100	Interest Income	98,450	15,000
91010	Sale of Used Equipment	129,810	31,100
46006	Sale of Used Vehicles	-	77,400
46000	Impact Fees	3,500,000	3,500,000
Total Revenues		35,548,575	36,405,730
Personnel Services			
50100	Salaries	5,945,373	6,502,568
50900	Health Insurance	1,113,735	1,342,632
	Basic Life, Dental, HRA, LTD	74,594	90,020
50610	Worker's Comp Insurance	250,856	272,461
50600	Retirement Contrib - Regular	716,836	927,576
50500	FICA Taxes	446,928	490,655
	Tort	29,498	31,632
	Pay Study Implementation	50,000	-
	OPEB Contribution	20,000	20,000
Total Personnel Services		8,647,820	9,677,544

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Sewer	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
			9,677,544
Operating Expenses			
55030	Accounting Services	14,240	12,840
61050	Bank Charges	181,129	194,789
53340	Bldg. Maint-Repair	100,500	100,000
57030	Cell Phone	48,991	56,818
53100	Contractual - Eagle Landing	230,520	233,480
53110	Contractual - Land of Pines	39,360	43,270
53120	Contractual - Otranto	186,890	222,110
57028	Cutoffs-Goose Creek	28,800	27,180
57029	CWS Cutoffs	124,500	127,160
52010	Engineering Services	91,000	119,000
53240	Equipment Maintenance	107,734	116,034
53200	Equipment Rental	38,500	37,204
52092	Executive Projects	2,000	2,000
53450	Gas & Oil	417,088	416,911
53290	Generator Maintenance	68,200	59,200
57027	Goose Creek Collections	54,012	56,329
53260	Heavy Equip Maint.	25,000	25,000
53270	Heavy Vehicle Maint.	70,120	70,120
57050	Insurance Liability	201,732	236,160
57021	IT Equip - UNDER \$5,000	95,870	76,970
54501	Inventory Expense	504,422	502,647
54200	Lab Supplies	30,800	30,800
53550	Lab Tests	23,100	23,100
52000	Maintenance Contracts	388,735	345,809
57040	Memberships & Dues	50,450	51,592
54100	Odor Control	200,000	200,000
57020	Office Supplies	20,764	18,128
52090	Other Prof Services	846,327	916,139
57045	Permits-Assc Fees	19,974	21,808
57010	Postage	130,112	102,112
57015	Printing & Binding	125,735	120,545
54960	ROC	1,000	2,500
53320	Safety Equipment	30,341	30,685
53350	Small Tools & Equip	55,919	57,185
57026	St. Stephen Collections	7,000	6,608

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Sewer	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
54250	System Maintenance	291,000	291,000
54100	System Maint-Chem Plant	496,600	480,600
54350	System Maint-Treatment Plant	31,000	31,000
54400	System Maint-Pump Station Mech	279,000	279,000
54350	System Maint-Plant Mech	123,530	173,800
54400	System Maint-Pump Station Elec	116,000	116,000
54350	System Maint-Plant Elec	113,500	113,500
57031	Telephone-IT Data	86,800	46,800
53220	Tires	31,060	31,860
53370	Tower Maintenance	13,200	12,400
53360	Trailer Maintenance	6,400	6,240
50700	Travel & Training	85,524	93,576
55300	Utilities - Power	2,135,400	2,133,432
55110	Utilities - Water	25,000	25,000
53230	Vehicle Maintenance	49,200	47,200
	Direct Assist-Shared Services	67,087	71,987
Total Operating Expenses		8,511,166	8,615,628
Capital Outlay			
	Capital Outlay	1,269,900	905,600
	Capital IT Equip - OVER \$5,000	101,800	26,400
	Contribution to RR (Imp fees)	3,500,000	3,500,000
	Contribution to RR (O&M)	2,609,884	3,324,853
	Contribution to RR (Debt Service)	8,768,779	10,026,391
Total Capital Outlay		16,250,363	17,783,244
Total Projected Revenues		35,548,575	36,405,730
Total Projected Expenditures		33,409,349	36,076,416

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
Dept: *Water & Sanitation*
ORG KEY:

		Solid Waste	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
Revenues			
40305	Late Charges	2,500	3,000
41000	Solid Waste User Fee	8,000,000	8,275,000
41100	Landfill-Adv Mobile Home	6,000	7,500
41300	Landfill-Delinquent Tax	420,000	550,000
41500	Tires, Fees, Rebates	65,000	70,000
	LFGTE-Sale of Carbon Credits	32,000	20,000
46008	LFGTE-Sale of Electricity	50,000	75,000
	Naval Weapons Station	60,400	60,400
	Special Waste Filing Fee	1,000	1,200
41710	Recycled Metal	75,000	100,000
41720	Recycled Batteries	1,500	1,500
41750	Recycled Textile	3,000	3,000
45402	Recycled Cardboard	-	34,000
41810	Tipping Fees-MSW	650,000	600,000
41820	Tipping Fees-Yard Debris	100,000	100,000
41830	Tipping Fees-C&D	1,500,000	1,980,000
41840	Tipping Fees-Special Waste	700,000	650,000
41860	Tipping Fees-Tires	24,000	39,375
	Tipping Fees-Sludge (Fm S to SW)	600,000	650,000
41111	Used Oil Recycling Grant	-	14,900
41111	Keep BC Beautiful Grant	10,000	10,000
91010	Sale of Used Equipment	296,000	244,500
46006	Sale of Used Vehicles	12,630	20,500
Total Revenues		12,609,030	13,509,875
Personnel Services			
50100	Salaries	3,104,923	3,447,617
50900	Health Insurance	670,341	830,773
	Basic Life, Dental, HRA, LTD	44,612	50,522
50610	Worker's Comp Insurance	150,959	170,358
50600	Retirement Contrib - Regular	362,282	492,319
50500	FICA Taxes	231,607	258,649
	Tort	14,208	14,598
	Pay Study Implementation	25,000	-
	OPEB Contribution	10,000	10,000
Total Personnel Services		4,613,932	5,274,835

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
Dept: *Water & Sanitation*
ORG KEY:

		Solid Waste	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
			5,274,835
Operating Expenses			
55030	Accounting Services	10,680	9,630
57025	Advertising	17,625	17,625
61050	Bank Charges	43,620	43,620
53340	Bldg. Maint-Repair	52,250	47,250
57030	Cell Phone	14,704	15,537
54955	Daily Cover PosiShell	425,004	525,000
52010	Engineering Services	163,000	158,000
53240	Equipment Maintenance	118,738	92,338
53200	Equipment Rental	31,500	55,528
52092	Executive Projects	1,500	1,500
54958	Fly Over Survey	25,000	25,000
53450	Gas & Oil	415,204	406,916
53290	Generator Maintenance	2,550	2,550
0	Grant-Used Oil Recycling	16,150	15,150
53260	Heavy Equip Maint.	290,000	290,000
53270	Heavy Vehicle Maint.	90,090	90,090
57050	Insurance Liability	151,299	177,120
57021	IT Equip - UNDER \$5,000	64,285	54,255
54501	Inventory Expense	60,318	54,941
53550	Lab Tests	38,800	53,100
52000	Maintenance Contracts	301,941	270,850
57040	Memberships & Dues	4,555	3,265
57020	Office Supplies	12,733	12,835
52090	Other Prof Services	617,178	649,917
57045	Permits-Assc Fees	3,650	3,650
57010	Postage	1,509	1,509
57015	Printing & Binding	2,233	4,483
54960	ROC	154,000	154,000
53320	Safety Equipment	12,675	12,750
53350	Small Tools & Equip	46,200	39,350
57031	Telephone-IT Data	65,100	35,100
52100	Tire Recycling	95,000	175,000
53220	Tires	92,900	82,750
53370	Tower Maintenance	1,800	1,200
53360	Trailer Maintenance	1,800	1,680

Berkeley County Department Budget For Fiscal Year Ending 2019

Fund: *Enterprise Fund Type*
 Dept: *Water & Sanitation*
 ORG KEY:

		Solid Waste	
		Current Budget	
		2018 as of	Original Budget
		06/30/2018	2019
50700	Travel & Training	36,509	38,763
55300	Utilities - Power	131,520	130,044
53230	Vehicle Maintenance	26,650	26,650
51112	Grant-Waste Tire	5,750	4,750
54957	Yard Waste G&D	100,000	100,000
	Erosion Control	15,000	15,000
51112	Grant-Adopt A Hwy	6,000	-
51112	Grant-Keep B C	15,000	15,000
	Direct Assist-Shared Services	50,315	53,991
Total Operating Expenses		3,832,333	3,967,685
Capital Outlay			
	Capital Outlay	762,950	1,307,950
	Capital IT Equip - OVER \$5,000	80,100	19,800
	Contribution to RR (O&M)	1,668,787	1,140,498
	Contribution to RR (Debt Service)	1,640,929	1,799,107
Total Capital Outlay		4,152,766	4,267,355
Total Projected Revenues		12,609,030	13,509,875
Total Projected Expenditures		12,599,031	13,509,875

BCWS OPERATING BUDGET

REVENUES vs. EXPENSE

FY 18-19 PROPOSED BUDGET

FY 17-18 APPROVED BUDGET

Balanced to PY as of 11/13/17 - DO NOT CHANGE

REVENUE	WATER	SEWER	SOLID WASTE	TOTAL REVENUE
RATES, USER FEES & MISC. CHARGES	12,662,407	30,201,730	12,912,275	55,776,412
CONNECTION FEES	1,470,000	1,750,000		3,220,000
IMPACT FEES	***100% of impact fee collections shown in RR budget***			
GRANTS	-	-	24,900	24,900
RECYCLING			138,500	138,500
OTHER	402,000	954,000	434,200	1,790,200
TOTAL REVENUE AVAILABLE	14,534,407	32,905,730	13,509,875	60,950,012
	Rate Incr Incl		Rate Incr Incl	
	5%			

WATER	SEWER	SOLID WASTE	TOTAL REVENUE
12,662,407	30,201,730	12,912,275	55,776,412
1,470,000	1,750,000		3,220,000
100% of impact fee collections shown in RR budget			
-	-	24,900	24,900
		138,500	138,500
402,000	954,000	434,200	1,790,200

WATER	SEWER	SOLID WASTE	TOTAL REVENUE
11,453,187	29,804,814	12,060,400	53,318,401
1,470,000	1,750,000		3,220,000
100% of impact fee collections shown in RR budget			
266,500	493,760	161,500	161,500
		377,130	1,137,390
13,189,687	32,048,574	12,599,030	57,837,291

O&M EXPENSE	WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
PERSONNEL & BENEFITS (incl OT)	3,468,694	8,633,715	4,491,963	16,594,372
OPERATING & MAINTENANCE	5,167,007	8,543,640	3,913,694	17,624,342
CAPITAL EQUIPMENT	535,430	932,000	1,327,750	2,795,180
*TO-BC SHARED PERSONNEL	782,871	1,043,829	782,871	2,609,571
*TO-BC SHARED SERVICES	53,991	71,987	53,991	179,968
CONTRIBUTION TO R&R	-	3,324,853	1,140,498	4,465,351
CONTRIBUTION TO R&R (Debt Service)	4,855,728	10,026,391	1,799,107	16,681,226
O&M EXPENSE TOTAL	14,863,721	32,576,416	13,509,875	60,950,011

WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
3,468,694	8,633,715	4,491,963	16,594,372
5,167,007	8,543,640	3,913,694	17,624,342
535,430	932,000	1,327,750	2,795,180
782,871	1,043,829	782,871	2,609,571
53,991	71,987	53,991	179,968
-	3,324,853	1,140,498	4,465,351
4,855,728	10,026,391	1,799,107	16,681,226

WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
3,224,731	7,974,687	4,109,081	15,308,500
4,908,348	8,444,079	3,782,018	17,134,446
304,250	1,371,700	843,050	2,519,000
504,850	673,133	504,850	1,682,832
50,315	67,087	50,315	167,716
1,417,068	2,609,884	1,668,787	5,695,739
4,919,351	8,768,778	1,640,929	15,329,058
15,328,913	29,909,348	12,599,030	57,837,291

CIP / Debt Expense	WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
DEBT SERVICE	***Shown in R&R budget***			
TOTAL EXPENSE	14,863,721	32,576,416	13,509,875	60,950,011
REVENUE VS EXPENSE----->>>	(329,314)	329,314	0	1
(all funds-Water, Sewer & Solid Waste)				

WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
14,863,721	32,576,416	13,509,875	60,950,011
(329,314)	329,314	0	1

WATER	SEWER	SOLID WASTE	TOTAL EXPENSE
Shown in R&R budget			
15,328,913	29,909,348	12,599,030	57,837,291
(2,139,226)	2,139,226	-	(1)

	Water & Sewer Only	Water & Sewer ONLY
REVENUE VS EXPENSE----->>>	329,314	(2,139,226)
(Water & Sewer Only)	1	
TOTAL WATER & SEWER REVENUE	47,440,137	45,238,261
TOTAL WATER & SEWER EXPENSE	47,440,136	45,238,261
BALANCE (OVER) UNDER	0	-

BCWS RAMP BUDGET

REVENUES vs. EXPENSE

UPDATED 11/13/17 - DO NOT CHANGE									
FY 18-19 PROPOSED BUDGET					FY 17-18 APPROVED BUDGET				
REVENUE	WATER		SEWER		SOLID WASTE		TOTAL REVENUE		
CURRENT R&R BALANCE	8,709,102	24,735,441	8,823,833		8,823,833		42,268,375		
OTHER FUNDING (SEWER BOND)		40,000,000					40,000,000		
ANNUAL CONT TO R&R	7,935,728	16,851,244	2,939,605		2,939,605		27,726,577		
EST IMPACT FEE COLLECTIONS	3,080,000	3,500,000					6,580,000		
EST ELEC GENERATION COLLECTIONS									100%
EST CARBON CREDIT COLLECTIONS		3,324,853	1,140,498		1,140,498		4,465,351		
FUNDS FROM OP TO MEET R&R CONTR	4,855,728	10,026,391	1,799,107		1,799,107		16,681,226		
FUNDS FROM OP BUDGET FOR DEBT SERVICE									
TOTAL REVENUE AVAILABLE	16,644,829	81,586,685	11,763,438		11,763,438		109,994,951		

FY 18-19 PROPOSED BUDGET									
ESTIMATED PROJECT EXPENSE	WATER		SEWER		SOLID WASTE		TOTAL EXPENSE		
R&R Estimated Project Expense	17,820,044	43,358,000	850,000		850,000		62,028,044		
(See RAMP & Water, Sewer, Waste CIP for Details)									
EST PROJECT EXPENSE TOTAL	17,820,044	43,358,000	850,000		850,000		62,028,044		
DEBT SERVICE EXPENSE	WATER		SEWER		SOLID WASTE		TOTAL EXPENSE		
DEBT SERVICE	4,855,728	10,026,391	1,799,107		1,799,107		16,681,226		
EST FYE BALANCE IN R&R----->>	(6,030,942)	28,202,294	9,114,331		9,114,331		31,285,682		
(all funds- Water, Sewer & Solid Waste)									

FY 2018-2019 - CAPITAL EQUIPMENT - Detailed List of ALL Capital Equipment/Vehicles

<u>Total REQUESTED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 2,737,750	\$ 58,700	\$ 1,842,000	\$ 817,250	\$ 19,800
Total Requested	\$ 4,205,180	\$ 625,000	\$ 2,394,000	\$ 1,120,180	\$ 66,000

<u>Total APPROVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 1,327,750	\$ 58,700	\$ 932,000	\$ 317,250	\$ 19,800
Total Approved	\$ 2,795,180	\$ 625,000	\$ 1,484,000	\$ 620,180	\$ 66,000

<u>Total REMOVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Solid Waste	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -
Total Removed	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -

<u>REVENUE GP ENTRY</u>	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	15,000
W/S 30/70	-
W100	62,500
S100	102,541
SW100	260,500
Total ALL	440,541
<u>JAC-Double Check this-New Formulas</u>	
<u>EXPENSE GP ENTRY</u>	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	182,500
W/S 30/70	60,000
W100	462,680
S100	817,000
SW100	1,273,000
Total ALL	2,795,180

TOTAL ALL REQ	TOTAL ALL APPR
\$ 4,205,180	\$ 2,795,180

Description of Equipment	Allocation MUST ENTER!	GL#	# Requested	COST PER ITEM Requested	# Currently Approved	COST PER ITEM Currently Approved	Total Budget REQUESTED by Division	Total Budget CURRENTLY APPROVED
CAPITAL EQUIPMENT- DCIT								
1 Server- Telemetry Lower Berkeley	343	00-00000-00-00	1.0	\$ 15,000	1.0	\$ 15,000	\$ 66,000	\$ 66,000
2 Server- Scalehouse	343	00-00000-00-00	1.0	\$ 15,000	1.0	\$ 15,000	\$ 15,000	\$ 15,000
3 Network Switches	343	00-00000-00-00	6.0	\$ 5,000	6.0	\$ 5,000	\$ 30,000	\$ 30,000
4 ASA Firewall	343	00-00000-00-00	1.0	\$ 6,000	1.0	\$ 6,000	\$ 6,000	\$ 6,000
CAPITAL EQUIPMENT-OPERATIONS DIVISIONS								
1 Tire machine for 19.5" tires	343	00-00000-00-00	1.0	\$ 23,500	1.0	\$ 23,500	\$ 257,180	\$ 257,180
2 High capacity tire balancer	343	00-00000-00-00	1.0	\$ 13,000	1.0	\$ 13,000	\$ 23,500	\$ 23,500
3 1/2-Ton 4X2 Super Cab Pickup	S100%	00-00000-00-00	1.0	\$ 33,000	1.0	\$ 33,000	\$ 13,000	\$ 13,000
4 Service Line Camera & Locator	S100%	00-00000-00-00	1.0	\$ 11,000	1.0	\$ 11,000	\$ 33,000	\$ 33,000
5 Concrete Core Drill & Accessories	S100%	00-00000-00-00	1.0	\$ 9,000	1.0	\$ 9,000	\$ 11,000	\$ 11,000
6 Zero Turn Mower	343	00-00000-00-00	1.0	\$ 11,000	1.0	\$ 11,000	\$ 9,000	\$ 9,000
7 Trencher attachment for skid steer	W100%	00-00000-00-00	1.0	\$ 6,000	1.0	\$ 6,000	\$ 11,000	\$ 11,000
8 Jack Hammer attachment for skid steer	W100%	00-00000-00-00	1.0	\$ 12,000	1.0	\$ 12,000	\$ 6,000	\$ 6,000
9 12"Inserta valve	W100%	00-00000-00-00	2.0	\$ 12,210	2.0	\$ 12,210	\$ 12,000	\$ 12,000
10 10" Inserta vavle	W100%	00-00000-00-00	2.0	\$ 9,910	2.0	\$ 9,910	\$ 24,420	\$ 24,420
11 8" inserta valve	W100%	00-00000-00-00	2.0	\$ 5,445	2.0	\$ 5,445	\$ 19,820	\$ 19,820
12 6" inserta valve	W100%	00-00000-00-00	2.0	\$ 4,275	2.0	\$ 4,275	\$ 10,890	\$ 10,890
13 Upgrade 12 TGBs (Flexnet)	W100%	00-00000-00-00	12.0	\$ 6,250	12.0	\$ 6,250	\$ 8,550	\$ 8,550
							\$ 75,000	\$ 75,000

FY 2018-2019 - CAPITAL EQUIPMENT - Detailed List of ALL Capital Equipment/Vehicles

Total REQUESTED		By Type/Fund		VRP		ERP		Other Cap Eq		IT Equipment	
Water		\$	535,430	\$	196,700	\$	130,000	\$	188,930	\$	19,800
Sewer		\$	932,000	\$	369,600	\$	422,000	\$	114,000	\$	26,400
Solid Waste		\$	2,737,750	\$	58,700	\$	1,842,000	\$	817,250	\$	19,800
Total Requested		\$	4,205,180	\$	625,000	\$	2,394,000	\$	1,120,180	\$	66,000

Total APPROVED		By Type/Fund		VRP		ERP	Other Cap Eq	IT Equipment			
Water		\$	535,430	\$	196,700	\$	130,000	\$	188,930	\$	19,800
Sewer		\$	932,000	\$	369,600	\$	422,000	\$	114,000	\$	26,400
Solid Waste		\$	1,327,750	\$	58,700	\$	932,000	\$	317,250	\$	19,800
Total Approved		\$	2,795,180	\$	625,000	\$	1,484,000	\$	620,180	\$	66,000

Total REMOVED		By Type/Fund		VRP		ERP		Other Cap Eq		IT Equipment	
Water		\$	-	\$	-	\$	-	\$	-	\$	-
Sewer		\$	-	\$	-	\$	-	\$	-	\$	-
Solid Waste			(1,410,000)	\$	-	\$	(910,000)	\$	(500,000)	\$	-
Total Removed		\$	(1,410,000)	\$	-	\$	(910,000)	\$	(500,000)	\$	-

<u>REVENUE GP ENTRY</u>		Non-Div GP Entries
GP Breakdown		
W/S/SW 30/40/30		15,000
W/S 30/70		-
W100		62,500
S100		102,541
SW100		260,500
Total ALL		440,541
<u>JAC-Double Check this-New Formulas</u>		
<u>EXPENSE GP ENTRY</u>		
GP Breakdown		
W/S/SW 30/40/30		182,500
W/S 30/70		60,000
W100		462,680
S100		817,000
SW100		1,273,000
Total ALL		2,795,180

TOTAL ALL REQ	TOTAL ALL APPR
\$ 4,205,180	\$ 2,795,180

Description of Equipment	Allocation MUST ENTER!	GL#	# Requested	COST PER ITEM Requested	# Currently Approved	COST PER ITEM Currently Approved	Total Budget REQUESTED by Division	Total Budget CURRENTLY APPROVED
CAPITAL EQUIPMENT-SOLID WASTE DIVISIONS								
1 Caterpillar D6T W/Landfill Package	SW100%	00-00000-00-00	1.0	\$ 500,000	0.0	\$ 500,000	\$ 803,000	\$ 303,000
2 Stationary Compactors	SW100%	00-00000-00-00	2.0	\$ 19,000	2.0	\$ 19,000	\$ 500,000	\$ -
3 Steel Body Dump Trailer	SW100%	00-00000-00-00	1.0	\$ 49,000	1.0	\$ 49,000	\$ 38,000	\$ 38,000
4 40yd Roll-off cans	SW100%	00-00000-00-00	20.0	\$ 5,700	20.0	\$ 5,700	\$ 49,000	\$ 49,000
5 30yd Roll-off cans	SW100%	00-00000-00-00	10.0	\$ 5,300	10.0	\$ 5,300	\$ 114,000	\$ 114,000
6 20yd Roll-off cans	SW100%	00-00000-00-00	10.0	\$ 4,900	10.0	\$ 4,900	\$ 53,000	\$ 53,000
CAPITAL EQUIPMENT - OTHER DIVISIONS								
1 Crew cab 1/2 ton pickup (Engineering)	37	00-00000-00-00	1.0	\$ 35,000	1.0	\$ 35,000	\$ 60,000	\$ 60,000
2 Compact Pickup (Billing Dept)	37		1.0	\$ 25,000	1.0	\$ 25,000	\$ 35,000	\$ 35,000
WATER & SEWER VEHICLE REPLACEMENT PLAN								
1 Midsize SUV	S100%	0	1	\$ 33,000	1	\$ 33,000	\$ 587,000	\$ 587,000
2 1/2-Ton 4X2 Super Cab Pickup Long Bed	343	0	1	\$ 33,000	1	\$ 33,000	\$ 33,000	\$ 33,000
3 3/4 ton 4X2 Regcab Pickup W/Utility Body	343	0	1	\$ 36,000	1	\$ 36,000	\$ 33,000	\$ 33,000
4 1/2-Ton 4X2 Regcab Pickup	S100%	0	1	\$ 32,000	1	\$ 32,000	\$ 36,000	\$ 36,000
5 3/4 ton 4X2 Regcab Pickup W/Utility Body	S100%	0	1	\$ 36,000	1	\$ 36,000	\$ 32,000	\$ 32,000
6 1/2-Ton 4X2 Regcab Pickup	S100%	0	2	\$ 32,000	2	\$ 32,000	\$ 36,000	\$ 36,000
7 1/2-Ton 4X4 Super Cab Pickup	S100%	0	1	\$ 35,000	1	\$ 35,000	\$ 64,000	\$ 64,000
8 1/2-Ton 4X2 Super Cab Pickup	S100%	0	2	\$ 33,000	2	\$ 33,000	\$ 35,000	\$ 35,000
9 1/2 Ton Super Cab Utility Bed	S100%	0	2	\$ 38,000	2	\$ 38,000	\$ 66,000	\$ 66,000
10 1/2 Ton Reg Cab Utility Bed	W100%	0	2	\$ 36,000	2	\$ 36,000	\$ 76,000	\$ 76,000

FY 2018-2019 - CAPITAL EQUIPMENT - Detailed List of ALL Capital Equipment/Vehicles

<u>Total REQUESTED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 2,737,750	\$ 58,700	\$ 1,842,000	\$ 817,250	\$ 19,800
Total Requested	\$ 4,205,180	\$ 625,000	\$ 2,394,000	\$ 1,120,180	\$ 66,000

<u>Total APPROVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 1,327,750	\$ 58,700	\$ 932,000	\$ 317,250	\$ 19,800
Total Approved	\$ 2,795,180	\$ 625,000	\$ 1,484,000	\$ 620,180	\$ 66,000

<u>Total REMOVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Solid Waste	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -
Total Removed	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -

<u>REVENUE GP ENTRY</u>	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	15,000
W/S 30/70	-
W100	62,500
S100	102,541
SW100	260,500
Total ALL	440,541

<u>JAC-Double Check this-New Formulas</u>	
EXPENSE GP ENTRY	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	182,500
W/S 30/70	60,000
W100	462,680
S100	817,000
SW100	1,273,000
Total ALL	2,795,180

TOTAL ALL REQ	TOTAL ALL APPR
\$ 4,205,180	\$ 2,795,180

Description of Equipment	Allocation MUST ENTER!	GL#	# Requested	COST PER ITEM Requested	# Currently Approved	COST PER ITEM Currently Approved	Total Budget REQUESTED by Division	Total Budget CURRENTLY APPROVED
11 1 Ton Crew Cab W/Utility (F-350)	W100%	0	2	\$ 52,000	2	\$ 52,000	\$ 104,000	\$ 104,000
WATER & SEWER EQUIPMENT REPLACEMENT PLAN								
1 Compact Excavator	W100%	0	1	\$ 65,000	1	\$ 65,000	\$ 552,000	\$ 552,000
2 F-550 W/Utility Body & Crane	S100%	0	1	\$ 105,000	1	\$ 105,000	\$ 65,000	\$ 65,000
3 Sewer TV vehicle(Fully Equipped)	S100%	0	1	\$ 293,000	1	\$ 293,000	\$ 105,000	\$ 105,000
4 John Deere Gator Utility	S100%	0	2	\$ 12,000	2	\$ 12,000	\$ 293,000	\$ 293,000
5 F-550 W/Utility Body	W100%	0	1	\$ 65,000	1	\$ 65,000	\$ 24,000	\$ 24,000

SOLID WASTE VEHICLE REPLACEMENT PLAN								
1 3/4 Ton Crew Cab Pickup W/Camper Shell	SW100%	0	1	\$ 38,000	1	\$ 38,000	\$ 38,000	\$ 38,000

FY 2018-2019 - CAPITAL EQUIPMENT - Detailed List of ALL Capital Equipment/Vehicles

<u>Total REQUESTED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 2,737,750	\$ 58,700	\$ 1,842,000	\$ 817,250	\$ 19,800
Total Requested	\$ 4,205,180	\$ 625,000	\$ 2,394,000	\$ 1,120,180	\$ 66,000

<u>Total APPROVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ 535,430	\$ 196,700	\$ 130,000	\$ 188,930	\$ 19,800
Sewer	\$ 932,000	\$ 369,600	\$ 422,000	\$ 114,000	\$ 26,400
Solid Waste	\$ 1,327,750	\$ 58,700	\$ 932,000	\$ 317,250	\$ 19,800
Total Approved	\$ 2,795,180	\$ 625,000	\$ 1,484,000	\$ 620,180	\$ 66,000

<u>Total REMOVED</u>	By Type/Fund	VRP	ERP	Other Cap Eq	IT Equipment
Water	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Solid Waste	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -
Total Removed	\$ (1,410,000)	\$ -	\$ (910,000)	\$ (500,000)	\$ -

SOLID WASTE EQUIPMENT REPLACEMENT PLAN

	Description of Equipment	Allocation MUST ENTER!	GL#	# Requested	COST PER ITEM Requested	# Currently Approved	COST PER ITEM Currently Approved
1	Roll-Off Truck W/Hoist	SW100%	0	2	\$ 190,000	2	\$ 190,000
2	6" Pump with Trailer	SW100%	0	1	\$ 52,000	1	\$ 52,000
3	Caterpillar D8 BullDozer	SW100%	0	1	\$ 910,000	0	\$ 910,000
4	Caterpillar D6T BullDozer	SW100%		1	\$ 500,000	1	\$ 500,000
5							\$ -

Notes:

REVENUE GP ENTRY	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	15,000
W/S 30/70	-
W100	62,500
S100	102,541
SW100	260,500
Total ALL	440,541
JAC-Double Check this-New Formulas	
EXPENSE GP ENTRY	
GP Breakdown	Non-Div GP Entries
W/S/SW 30/40/30	182,500
W/S 30/70	60,000
W100	462,680
S100	817,000
SW100	1,273,000
Total ALL	2,795,180

TOTAL ALL REQ	TOTAL ALL APPR
\$ 4,205,180	\$ 2,795,180

Total Budget REQUESTED by Division	Total Budget CURRENTLY APPROVED
\$ 1,842,000	\$ 932,000
\$ 380,000	\$ 380,000
\$ 52,000	\$ 52,000
\$ 910,000	\$ -
\$ 500,000	\$ 500,000

BERKELEY COUNTY WATER & SANITATION
SEWER CAPITAL IMPROVEMENT PLAN

5 - YEAR CAPITAL PROJECT SUMMARY

FISCAL YEAR ENDING JUNE 30, 2019

Item	Name	Funding	Project ID (GP)	Estimated Current Budget	Spent to Date	Funds Previously Authorized	Requested Budget Change	Expenditure Plan				
								FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
1	Central Berkeley Diversion (East & WEST)	O6 Bond	PRO09ACBWWTDIVE	\$ 17,621,856	\$ 5,362,832	\$ 17,621,856	\$ -	\$ 5,362,832	\$ 11,000,000	\$ 1,259,024		\$ 17,621,856
2	Jedburg Rd/26 intersection improvements relocation	RR18	PRO63JEDBURG26	\$ 1,099,155	\$ 30,304	\$ 870,000	\$ 229,155	\$ 600,000	\$ 270,000	\$ 300,000		\$ 870,000
3	Henry Brown Blvd phase 2 relocation	RR19		\$ 300,000								\$ 300,000
4	PS 004 Force Main Replacement	RR13	PRO35PS004FORCE	\$ 2,258,000	\$ 199,285	\$ 1,258,000	\$ 1,000,000	\$ 200,000	\$ 2,058,000			\$ 2,258,000
5	Expand LBWWTP to 3 MGD	pending		\$ 21,000,000		\$ 21,000,000						\$ 21,000,000
6	Expand CBWWTP to 6 MGD	BOND		\$ 8,000,000		\$ 8,000,000			\$ 2,000,000	\$ 6,000,000		\$ 8,000,000
7	Red Bank Road Sewer Study/design	RR14		\$ 350,000		\$ 150,000	\$ 200,000		\$ 350,000			\$ 350,000
8	Pump Station 151 Upgrade cost sharing	RR19		\$ 600,000		\$ 600,000			\$ 400,000	\$ 200,000		\$ 600,000
9	Contribution to Carnies Sewer Main	RR17		\$ 90,000		\$ 90,000		\$ 90,000				\$ 90,000
10	FY-16 Pump Station Rehabilitation (0014, 030, 037,	RR16	PRO5016PUMPSTAT	\$ 1,750,000	\$ 146,156	\$ 997,770	\$ 752,230	\$ 500,000	\$ 1,250,000			\$ 1,750,000
11	Upper/Lower PER retro plant to 22.5 MGD	BOND	PRO64LB&UBPER	\$ 14,000,000	\$ 52,221	\$ 3,500,000	\$ 6,760,000	\$ 400,000	\$ 6,600,000	\$ 7,000,000		\$ 14,000,000
12	Move material laydown yard to Ops center (Planning)	RR16	PRO51LDAREAMOVE	\$ 21,000		\$ 21,000	\$ -	\$ -	\$ 21,000			\$ 21,000
13	FY16/17 DI FORCE MAIN REPLACEMENT	RR16	PRO5116FORCEMIN	\$ 2,647,603	\$ 1,680,663	\$ 2,647,603		\$ 966,940				\$ 966,940
14	PS 117/118/119 diversion to PS 94	BOND		\$ 700,000					\$ 700,000			\$ 700,000
15	PS 94 diversion	BOND		\$ 3,250,000					\$ 1,950,000	\$ 1,300,000		\$ 3,250,000
16	PS 106 diversion	BOND		\$ 2,250,000					\$ 1,000,000	\$ 1,250,000		\$ 2,250,000
17	201/208plan amendment	RR19		\$ 25,000					\$ 25,000			\$ 25,000
18	FY17 PS Renovation(53,111,114,202)	RR17	PRO6117PUMPREH	\$ 3,300,000	\$ 93,995	\$ 1,100,000	\$ 2,200,000	\$ 300,000	\$ 3,000,000			\$ 3,300,000
19	PS001 forcemain replacement	BOND		\$ 5,917,000		\$ 5,500,000	\$ 417,000	\$ 500,000	\$ 4,417,000	\$ 1,000,000		\$ 5,917,000
20	PS002 Replacement	BOND	PRO60PS002REPL	\$ 5,692,000	\$ 9,723	\$ 5,500,000	\$ 192,000	\$ 1,000,000	\$ 3,692,000	\$ 1,000,000		\$ 5,692,000
21	Replace 2nd and 3rd eff pump LBWWTP	RR19		\$ 200,000					\$ 200,000			\$ 200,000
22	Replace 4th and 5th eff pump LBWWTP	RR20		\$ 220,000					\$ 220,000			\$ 220,000
23	FY18 PS Renovation	RR18		\$ 750,000		\$ 750,000			\$ -	\$ 750,000		\$ 750,000
24	FY18 DI FORCE MAIN REPLACEMENT	RR18		\$ 1,000,000		\$ 1,000,000			\$ 1,000,000			\$ 1,000,000
25	FY 19 Sewer Rehabilitation	RR19		\$ 2,500,000		\$ 365,000	\$ 2,135,000		\$ 2,500,000			\$ 2,500,000
26	FY19 PS Renovation(137...more to be added	RR19		\$ 1,300,000		\$ 1,300,000				\$ 1,300,000		\$ 1,300,000
27	FY19 DI FORCE MAIN REPLACEMENT	RR19		\$ 1,000,000		\$ 1,000,000				\$ 1,000,000		\$ 1,000,000
28	FY20 PS Renovation	RR20		\$ 1,200,000		\$ 1,200,000				\$ 1,200,000		\$ 1,200,000
29	Sanitary Sewer Evaluation Study	RR19		\$ 600,000					\$ 400,000	\$ 200,000		\$ 600,000
30	NCSD Capital Expense	RR19		\$ 100,000						\$ 100,000		\$ 100,000
31	FY20 Sewer Rehabilitation	RR20		\$ 2,101,237		\$ 251,237	\$ 1,850,000			\$ 2,101,237		\$ 2,101,237
32	FY20 DI FORCE MAIN REPLACEMENT	RR20		\$ 1,000,000		\$ 1,000,000				\$ 1,000,000		\$ 1,000,000
33	FY21 PS Renovation	RR21		\$ 900,000		\$ 900,000					\$ 900,000	\$ 900,000
34	FY21 Sewer Rehabilitation	RR21		\$ 2,000,000		\$ 4,600,000					\$ 2,000,000	\$ 2,000,000
35	Wastewater Program Management	RR19		\$ 125,000					\$ 125,000			\$ 125,000
36	Communicationslower Relocation	RR19		\$ 600,000		\$ 302,500	\$ 297,500		\$ 600,000			\$ 600,000
37	Murray Dr Force Main relocation	RR19		\$ 250,000					\$ 250,000			\$ 250,000
				\$ 106,717,851	TOTALS	\$ 81,524,966	\$ 16,032,885	\$ 9,919,772	\$ 43,808,000	\$ 24,880,261	\$ 4,300,000	\$ 22,025,000
												\$ 104,933,033

BERKELEY COUNTY WATER & SANITATION
SOLID WASTE CAPITAL IMPROVEMENT PLAN

5 - YEAR CAPITAL PROJECT SUMMARY
FISCAL YEAR ENDING JUNE 30, 2019

Item	Name	Funding	Estimated Budget	Spent to Date	Funds Previously Authorized	Budget Change	Expenditure Plan					Five Year Total
							FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
1	Future Expansion	R&R	\$ 5,000,000	\$ -	\$ 5,000,000	\$ -			\$ 5,000,000			\$ 5,000,000
2	L.F. Class 3 Closure 10 Acres	R&R	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -			\$ 1,500,000			\$ 1,500,000
3	LFGTE Expansion & Renovation	R&R	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ 250,000	\$ 750,000				\$ 1,000,000
4	Class II landfill toe drain	R&R	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ 300,000					\$ 300,000
5	Convenience Center Upgrade	R&R	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000					\$ 100,000
			\$ 7,900,000	TOTALS	\$ 7,800,000	\$ -	\$ 550,000	\$ 850,000	\$ 6,500,000	\$ -	\$ -	\$ 7,900,000

REV 05/07/2018

WATER CAPITAL IMPROVEMENT PLAN

5 - YEAR CAPITAL PROJECT SUMMARY
FISCAL YEAR ENDING JUNE 30, 2019

Item	Name	Funding	Estimated Current Budget	Spent to Date	Funds Previously Authorized	Requested Budget Change	Expenditure Plan					Five Year Total
							FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
1	Jedburg/26 water relocation	RR19	\$ 1,427,635		\$ -	\$ 1,427,635	\$ 300,000	\$ 2,226,788				\$ 2,526,788
2	Nexton 2000ft water main extension	RR19	\$ 200,000	\$ 7,059		\$ 200,000	\$ -	\$ 200,000				\$ 200,000
3	Hwy 176 road Widening water line relocation	RR19	\$ 500,000			\$ 500,000		\$ 250,000	\$ 250,000			\$ 500,000
4	Nucor Water Tower Improvements	RR 18	\$ 220,000		\$ 160,000	\$ 60,000		\$ 220,000				\$ 220,000
5	HWY 27 / Ridgeville to Volvo (1 MGD)	RR19	\$ 3,000,000	\$ 16,640	\$ 3,000,000			\$ 3,000,000				\$ 3,000,000
6	Whitesville Water Tower Improvements	RR 16	\$ 155,000		\$ 155,000			\$ 155,000				\$ 155,000
7	17-A Water line replacement planning & Engineering	RR 16	\$ 250,000		\$ 100,000	\$ 150,000		\$ 250,000				\$ 250,000
8	Cane Bay Water Tower Study	RR19	\$ 250,000			\$ 250,000		\$ 250,000				\$ 250,000
9	Move material laydown yard to Ops center (Planning)	RR 16	\$ 9,000		\$ 9,000		\$ -	\$ 9,000				\$ 9,000
10	Lake Marion -Holly Hill To Camp Hall Hwy 176	BOND	\$ 11,400,000		\$ 8,000,000	\$ 3,400,000		\$ 6,000,000	\$ 5,400,000			\$ 11,400,000
11	FY17 Water Improvements Discovery Drive Jones Street	RR17	\$ 230,000	\$ 92,930	\$ 230,000	\$ -	\$ 137,070	\$ 92,930				\$ 230,000
12	Hwy 52 Transmission Main CWS	RR18	\$ 5,000,000	\$ 82,440	\$ -	\$ 5,000,000	\$ 2,500,000	\$ 2,500,000				\$ 5,000,000
13	St Stephen Water Rehabilitation Phase 1	RR 15	\$ 1,000,000	\$ 572,585	\$ 1,000,000		\$ 51,089	\$ 376,326				\$ 1,000,000
14	St Stephen Water Rehabilitation Phase 2	RR 16	\$ 500,000		\$ 500,000			\$ 500,000				\$ 500,000
15	St Stephen Water Rehabilitation Phase 3	RR17	\$ 1,100,000		\$ 1,100,000				\$ 1,100,000			\$ 1,100,000
16	St Stephen Water Rehabilitation Phase 4	RR 18	\$ 1,050,000		\$ 1,050,000				\$ 1,050,000			\$ 1,050,000
17	WATER REPLACEMENT / RENOVATION FY 19	RR 19	\$ 3,000		\$ 3,000				\$ 3,000			\$ 3,000
18	SCADA for all water master meters	RR16	\$ 150,000		\$ 150,000		\$ 75,000	\$ 75,000				\$ 150,000
19	SCADA for all water towers	RR18	\$ 180,000		\$ 180,000		\$ 90,000	\$ 90,000				\$ 180,000
20	Expansion Moultrie WTP by 4 to 7 MGD	BOND	\$ 4,000,000					\$ 1,500,000	\$ 2,500,000			\$ 4,000,000
21												\$ -
22												\$ -
TOTALS			\$ 30,624,635		\$ 15,637,000	\$ 10,987,635	\$ 3,153,159	\$ 17,695,044	\$ 9,253,000	\$ 1,050,000	\$ -	\$ 31,723,788

Bill - Div 16
FY18-19

Category GL Description

OE Cell Phone
M&R Gas & Oil
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OE Printing & Binding
M&R Safety Equipment
M&R Small Tools & Equip
OT Travel & Training

GL Code & Cost Cat (if applicable)

AL-	57030	CLPHN37	16 37
AL-	53450	GASOL37	16 37
AL-	54501	INVTR37	16 37
AL-	52000	MNTCT37	16 37
AL-	57040	MEMBR37	16 37
AL-	57020	OFCSP37	16 37
AL-	57015	PRINT37	16 37
AL-	53320	SFTEQ37	16 37
AL-	53350	SMTEQ37	16 37
AL-	50700	TRAIN37	16 37

**FY18-19
Original Budget**

\$	6,940
\$	28,050
\$	6,000
\$	5,600
\$	450
\$	7,990
\$	153,530
\$	1,400
\$	7,235
\$	8,541

Water**Sewer****Solid Waste**

\$	2,082	\$	4,858	
\$	8,415	\$	19,635	
\$	1,800	\$	4,200	
\$	1,680	\$	3,920	
\$	135	\$	315	
\$	2,397	\$	5,593	
\$	46,059	\$	107,471	
\$	420	\$	980	
\$	2,171	\$	5,065	
\$	2,562	\$	5,978	

\$	225,735
Total All	

\$	67,721	\$	158,015	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	1,097,297
\$	-
\$	5,600
\$	36,685
\$	174,910
\$	8,541
\$	-
\$	1,323,032

TOTAL O&M \$ 225,735
TOTAL PERS \$ 1,097,297

Bill - Div 16	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	3,920
Original Budget FY17-18	6,080
Amended Budget FY17-18	6,080
YTD Expense Feb FY17-18	2,420
Est FYE June FY17-18	3,630
Proposed Division Budget FY18-19	6,940
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,940

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Accessories	200	7	1,400
2	Replacement Phones	200	3	600
3				-
4	New phone depending on new position*	200	1	200
5				-
Total Estimated Cell Phone Supply Expense				2,200

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Sheree Copeland	65	780
2	Candice Grady	55	660
3	Dennis Engbrock	55	660
4	Thomas Jenkins	55	660
5	K'Ron Clark	55	660
6	Thomas Lawson	55	660
7			-
8	Depending on new position*	55	660
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		395	4,740
		Per Month	

Additional Information / Notes:

Bill - Div 16	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	19,800
Original Budget FY17-18	26,400
Amended Budget FY17-18	26,400
YTD Expense Feb FY17-18	9,420
Est FYE June FY17-18	14,130
Proposed Division Budget FY18-19	28,050
Changes to Proposed Budget (Exe. Director)	-
Final Proposed Budget FY18-19	28,050

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
800 miles avg mth - 6 technicians	10,200	2.75	28,050

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil

28,050

Additional Information / Notes:

Fuel based on actual expense as of Feb2018 and annualized. Actual usage is 5,511 gallons as of Feb18

Bill - Div 16	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	6,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Supplies	1	6000	6,000
2				
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				6,000

Additional Information / Notes:

Misc supplies for Technicians and office. Includes locks for cutoffs, disposable gloves, wipes etc. Also, requesting an additional technician in this budget.

Bill - Div 16	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	5,600
Original Budget FY17-18	5,600
Amended Budget FY17-18	5,600
YTD Expense Feb FY17-18	50
Est FYE June FY17-18	5,600
Proposed Division Budget FY18-19	5,600
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,600

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Pitney Bowes (Postage Machine & Mail Opener)	4	1,400	5,600
2	Billed at \$1,339.68 quarterly			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				5,600

Additional Information / Notes:

Updated 3/15/18

Bill - Div 16	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	400
Original Budget FY17-18	400
Amended Budget FY17-18	400
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	400
Proposed Division Budget FY18-19	450
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	450

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SCUBA	2	\$ 100.00	200
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				200

<u>SUBSCRIPTIONS</u>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
<i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>				
1	Star12	1	\$ 250.00	250
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				250

Additional Information / Notes:

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Bill - Div 16	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	7,847
Original Budget FY17-18	11,111
Amended Budget FY17-18	11,111
YTD Expense Feb FY17-18	2,800
Est FYE June FY17-18	8,000
Proposed Division Budget FY18-19	7,990
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,990

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Headsets/Supplies	6	300.00	1,800
2	Pens/Pencils	30	15.00	450
3	Highlighters/Markers	25	6.00	150
4	Staples	25	4.00	100
5	Calculator Ribbons	30	11.00	330
6	Calculator Paper Rolls (case)	4	100.00	400
7	Register/Receipt Paper (case)	5	100.00	500
8	Credit Card Machine Paper (case)	7	100.00	700
9	Post It Notes	40	10.00	400
10	Folders	20	10.00	200
11	Cartridges	3	150.00	450
12	Register Receipt printer cartridge	36	14.00	504
13	Rubber bands	4	4.00	16
14	Clips	10	13.50	135
15	Tape/Whiteout	12	12.25	147
16	Coin Envelopes	4	25.00	100
17	Calendars	15	22.50	338
18	Workmate Clipboards	6	20.00	120
19	Deposit Bags	4	25.00	100
20	Clorox Wipes	10	10.00	100
21	Cleaning Duster	10	15.00	150
22	Notebooks/tablets	40	5.00	200
23	Misc other supplies	1	600.00	600
24				-
25				-
Total for Office Supplies				7,990

Additional Information / Notes:

Bill - Div 16	
Printing & Binding	
Actual FY15-16	0
Actual FY16-17	157,160
Original Budget FY17-18	165,230
Amended Budget FY17-18	165,230
YTD Expense Feb FY17-18	69,320
Est FYE June FY17-18	125,000
Proposed Division Budget FY18-19	153,530
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	153,530

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Monthly bills from Billtrust are averaging just			-
2	under \$21.4k per month. Of this, \$10k or less			-
3	of the bill is for the cost of billing services only.			-
4				-
5	Budget \$10.5K + Growth per month for FY18-19			-
6	Monthly fee + Growth = \$10.5k	12	10,500.00	126,000
7				
8	Postage of \$13k+ is budgeted in ND-37			-
9				-
10	0714 Chas Cut Off Hanger (2,000)	5	200.00	1,000
11	0715 GC Cut Off Hanger (2,000)	5	200.00	1,000
12	0710 St. Stephen Cut Off Hanger (2,000)	5	200.00	1,000
13	Additional Inserts	200,000	0.02	3,000
14	0729 BCWS Plug Sewer Hangers (2,000)	5	180.00	900
15	0733 BCWS General Hangers (2,000)	5	180.00	900
16	0732 BCWS Maintenance Hanger (2,000)	5	180.00	900
17	Bad Debt Letters	20,000	0.21	4,200
18	SCDC Letters	7,000	0.19	1,330
19	New Customer brochures	5	300.00	1,500
20	Taps Brochures	5	300.00	1,500
21	Information Flyers (16,000)	16	250.00	4,000
22	Cycle Change Notice Letters	30,000	0.21	6,300
23				-
24				-
25				-
	Total Estimated Printing & Binding Cost			153,530

Additional Information / Notes:

Reduced Billtrust estimates based on using actual expenses YTD Feb 2018. 3/15/18

in ND37

Billtrust Payment History	Bills	Postage	Total	# Bills
Jul-17	\$ 9,532.21	\$ 11,515.09	\$ 21,047.30	47,488
Aug-17	\$ 9,756.29	\$ 11,602.38	\$ 21,358.67	48,153
Sep-17	\$ 9,791.41	\$ 11,488.77	\$ 21,280.18	47,972
Oct-17	\$ 9,929.52	\$ 11,445.16	\$ 21,374.68	48,148
Nov-17	\$ 9,844.41	\$ 11,459.43	\$ 21,303.84	48,444
Dec-17	\$ 9,838.31	\$ 11,423.97	\$ 21,262.28	48,616
Jan-18	\$ 10,085.60	\$ 11,481.54	\$ 21,567.14	48,804
Feb-18	\$ 9,981.14	\$ 11,516.84	\$ 21,497.98	49,088
Mar-18	\$ -	\$ -	\$ -	
Apr-18	\$ -	\$ -	\$ -	
May-18	\$ -	\$ -	\$ -	
Jun-18	\$ -	\$ -	\$ -	
TOTAL	\$ 78,758.89	\$ 91,933.18	\$ 170,692.07	386,713
Average	\$ 9,844.86	\$ 11,491.65	\$ 21,336.51	48,339

Bill - Div 16**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	625
Original Budget FY17-18	1,185
Amended Budget FY17-18	1,185
YTD Expense Feb FY17-18	200
Est FYE June FY17-18	700
Proposed Division Budget FY18-19	1,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,400

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Safety Boots	5	125.00	625
2	Depending on new position*	1	125.00	125
3	Reflective Shirts	25	15.00	375
4	Depending on new position*	5	15.00	75
5	Misc	1	200.00	200
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				1,400

Additional Information / Notes:

Bill - Div 16	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	5,350
Original Budget FY17-18	5,235
Amended Budget FY17-18	5,235
YTD Expense Feb FY17-18	2,650
Est FYE June FY17-18	5,235
Proposed Division Budget FY18-19	7,235
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,235

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Handheld GPS for meter locations	1	275.00	275
2	Hammers	2	15.00	30
3	Pliers	2	20.00	40
4	Chisel	2	10.00	20
5	Slot Screwdriver	2	15.00	30
6	Point Trowel	2	15.00	30
7	Metal Detector	1	900.00	900
8	Bolt Cutter	2	20.00	40
9	Meter Keys-Ferguson Supply	2	30.00	60
10	Clicker	1	500.00	500
11	Special Locks for meter lockouts	50	55.00	2,750
12	Keys for special locks	3	20.00	60
13	Misc	1	500.00	500
14				-
15	Depending on new position*	1	2,000.00	2,000
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		72		7,235

Additional Information / Notes:

Bill - Div 16**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	10,000		
Original Budget FY17-18	7,561	Total Registration Fees	2,700
Amended Budget FY17-18	7,561	Total Lodging	3,300
YTD Expense Feb FY17-18	2,730	Total Per Diem	1,200
Est FYE June FY17-18	7,561	Total Air Travel	1,200
Proposed Division Budget FY18-19	8,541	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	8,541		

Meal Reimbursement Rates

	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	1
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			1

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast	10	\$8.00	\$ 80.00
2	Misc. Per Diem for Day Trips, Meetings etc...	Lunch	10	\$10.00	\$ 100.00
3	Misc. Per Diem for Day Trips, Meetings etc...	Dinner	10	\$22.00	\$ 220.00
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ 400

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	SCUBA CONFERENCE		
	Location of Course, Seminar, Conf. etc...	IN SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	250	500
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	2	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	PERSONAL		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		250	0.56	140
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	NO		
	List Certification Required:			
	Is attendance required as board member of professional organization? (yes/no)	NO		
TOTAL COSTS:				1,680

Trip #2	Title of Course, Seminar, Conference etc...	SENSUS		
	Location of Course, Seminar, Conf. etc...	TBD		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	700	1,400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	4	\$ 250
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	5	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		2	\$ 600	1,200
	Taking County or Personal Vehicle?	COUNTY		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	NO		
	List Certification Required:			
	Is attendance required as board member of professional organization? (yes/no)	NO		
TOTAL COSTS:				5,000

Trip #3	Title of Course, Seminar, Conference etc...	Sensus			
	Location of Course, Seminar, Conf. etc...	Spring Conference			
		<i>Number Attending</i>	<i>Cost per Person</i>		TOTALS
Registration Fees		2	400		800
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>	
Lodging		2	1	\$ 250	500
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>	
Per Diem		2	2	\$ 40	160
		<i>Number of Tickets</i>	<i>Cost per Flight</i>		
Air Travel					
Taking County or Personal Vehicle?		County			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>		
If Personal Vehicle, enter mileage			0.56		-
Other (Taxi, Parking, etc...) ----->>>>					
Is attendance required to obtain or maintain professional certification? (yes / no)		No			
List Certification Required:					
Is attendance required as board member of professional organization? (yes/no)		No			
TOTAL COSTS:					1,460

BldgFL 343 - Div 34
FY18-19

Category GL Description**GL Code & Cost Cat (if applicable)**
FY18-19
Original Budget
Water **Sewer** **Solid Waste**

M&R Bldg. Maint-Repair
 OE Cell Phone
 M&R Equipment Maintenance
 M&R Gas & Oil
 M&R Generator Maintenance
 M&R Heavy Vehicle Maint.
 OE Inventory Expense
 CS Maintenance Contracts
 OE Memberships & Dues
 OE Office Supplies
 OT Other Prof Services
 M&R Safety Equipment
 M&R Small Tools & Equip
 M&R Tires
 M&R Tower Maintenance
 M&R Trailer Maintenance
 OT Travel & Training
 M&R Vehicle Maintenance

AL-	53340	BLDRP343	34 34
AL-	57030	CLPHN343	34 34
AL-	53240	EQPMT343	34 34
AL-	53450	GASOL343	34 34
AL-	53290	GENMT343	34 34
AL-	53270	HVELM343	34 34
AL-	54501	INVTR343	34 34
AL-	52000	MNTCT343	34 34
AL-	57040	MEMBR343	34 34
AL-	57020	OFSCP343	34 34
AL-	52090	OPRPS343	34 34
AL-	53320	SFTEQ343	34 34
AL-	53350	SMTEQ343	34 34
AL-	53220	TIRES343	34 34
AL-	53370	TOWER343	34 34
AL-	53360	TRMNT343	34 34
AL-	50700	TRAIN343	34 34
AL-	53230	VEHMN343	34 34

\$	57,500
\$	5,640
\$	6,500
\$	18,750
\$	500
\$	300
\$	17,800
\$	112,447
\$	1,360
\$	1,000
\$	-
\$	1,500
\$	15,000
\$	5,000
\$	4,000
\$	600
\$	6,105
\$	5,500

\$	17,250	\$	23,000	\$	17,250
\$	1,692	\$	2,256	\$	1,692
\$	1,950	\$	2,600	\$	1,950
\$	5,625	\$	7,500	\$	5,625
\$	150	\$	200	\$	150
\$	90	\$	120	\$	90
\$	5,340	\$	7,120	\$	5,340
\$	33,734	\$	44,979	\$	33,734
\$	408	\$	544	\$	408
\$	300	\$	400	\$	300
\$	-	\$	-	\$	-
\$	450	\$	600	\$	450
\$	4,500	\$	6,000	\$	4,500
\$	1,500	\$	2,000	\$	1,500
\$	1,200	\$	1,600	\$	1,200
\$	180	\$	240	\$	180
\$	1,832	\$	2,442	\$	1,832
\$	1,650	\$	2,200	\$	1,650

\$	259,502
Total All	

\$	76,201	\$	103,801	\$	77,851
Water		Sewer		Solid Waste	

Total By Category

Personnel
 Personnel-Overtime
 CS Contractual Services
 M&R Maintenance & Repairs
 OE Office Expenses
 OT Other Expenses
 U Utilities

TOTAL ALL

\$	854,072
\$	20,000
\$	112,447
\$	115,150
\$	25,800
\$	6,105
\$	-
\$	1,133,574

TOTAL O&M \$ 259,502
TOTAL PERS \$ 874,072

BldgFL 343 - Div 34	
Bldg. Maint-Repair	
Actual FY15-16	0
Actual FY16-17	50,000
Original Budget FY17-18	57,500
Amended Budget FY17-18	57,500
YTD Expense Feb FY17-18	30,910
Est FYE June FY17-18	57,500
Proposed Division Budget FY18-19	57,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	57,500

		Estimated Cost of Maintenance / Repair
	Description of Building Maintenance & Repair	
1	General building repairs	25,000
2	HVAC repairs and upgrades	18,000
3	Pinestraw	6,000
4	Fuel Island repairs	5,500
5	Security & Fire alarm repair	3,000
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Est Expense of Building Maintenance & Repair		57,500

Additional Information / Notes:

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BldgFL 343 - Div 34	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	4,200
Original Budget FY17-18	5,100
Amended Budget FY17-18	5,100
YTD Expense Feb FY17-18	3,840
Est FYE June FY17-18	5,770
Proposed Division Budget FY18-19	5,640
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,640

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1				-
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			-

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Shop Foreman (2)	80	960
2	Shop Mechanics (4 x 40)	160	1,920
3	Custodian	35	420
4	Superintendent	40	480
5	Grasscutter	50	600
6	Carpenter	50	600
7	Grasscutter	55	660
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	470	5,640
		Per Month	

Additional Information / Notes:

BldgFL 343 - Div 34	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	2,500
Original Budget FY17-18	9,500
Amended Budget FY17-18	9,500
YTD Expense Feb FY17-18	2,270
Est FYE June FY17-18	6,500
Proposed Division Budget FY18-19	6,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,500

	Describe Equipment Maintenance Needed	Est. Expense
1	Repairs / Maint of shop equip & small equip (20)	6,500
2		
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	6,500

BldgFL 343 - Div 34	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	16,000
Original Budget FY17-18	16,000
Amended Budget FY17-18	16,000
YTD Expense Feb FY17-18	8,050
Est FYE June FY17-18	16,000
Proposed Division Budget FY18-19	18,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	18,750

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Vehicles (pool, Fleet & Facilities Maintenance)	6,500	2.75	17,875

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
Vehicles (pool, Fleet & Facilities Maintenance)	350	2.50	875

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**18,750**

Additional Information / Notes:

Bases on actual expense as of Feb18. ORD = 198gals, RegUn = 4,042gals.

BldgFL 343 - Div 34	
<u>Generator Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	1,200
Original Budget FY17-18	500
Amended Budget FY17-18	500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	500
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Describe Generator Maintenance Needed	Est. Expense
1	Maintenance / Repair of Admin Generator (1)	500
2		
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total Est Expense of Generator Maintenance		500

Additional Information / Notes:

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BldgFL 343 - Div 34	
Heavy Vehicle Maint.	
Actual FY15-16	0
Actual FY16-17	500
Original Budget FY17-18	300
Amended Budget FY17-18	300
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	300
Proposed Division Budget FY18-19	300
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	300

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	Landfill shop service truck (1 Vehicle)	0		300
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Vehicle Maintenance Budget				300

Additional Information / Notes:

BldgFL 343 - Div 34	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	17,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	17,800

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Paper towels, soap etc	12	350	4,200
2	Janitorial supplies for building	12	800	9,600
3	Building supplies, filters, lightbulbs etc...	1	2000	2,000
4	Misc supplies for maintenance shops. Shop towels, gloves,	1	2000	2,000
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				17,800

Additional Information / Notes:

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BldgFL 343 - Div 34	
Maintenance Contracts	
Actual FY15-16	0
Actual FY16-17	96,023
Original Budget FY17-18	127,663
Amended Budget FY17-18	127,663
YTD Expense Feb FY17-18	67,910
Est FYE June FY17-18	127,663
Proposed Division Budget FY18-19	112,447
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	112,447

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Lawn Care (Evergreen Lawn)	5	475	2,375
2	Janitorial Contract	12	4,000	48,000
3	HVAC Maintenance Contract	1	4,500	4,500
4	Schlinder Elevator	1	3,800	3,800
5	Fennel Container Co.	12	356	4,272
6	Security and Fire Monitor Testing	1	3,500	3,500
7	Terminix	12	500	6,000
8	Alldata	1	4,000	4,000
9	Monthly GPS contract fee	12	3,000	36,000
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				112,447

Additional Information / Notes:

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BldgFL 343 - Div 34	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	1,360
Original Budget FY17-18	1,360
Amended Budget FY17-18	1,360
YTD Expense Feb FY17-18	5,240
Est FYE June FY17-18	1,360
Proposed Division Budget FY18-19	1,360
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,360

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	South Carolina Trucking Assc	1	\$ 1,000.00	1,000
2	Southeast Governmental Fleet Managers Assc	3	\$ 120.00	360
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				1,360

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

BldgFL 343 - Div 34	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	1,100
Original Budget FY17-18	700
Amended Budget FY17-18	700
YTD Expense Feb FY17-18	690
Est FYE June FY17-18	1,000
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Ink Cartridge	10	25.00	250
2	Ink Cartridge Color	10	25.00	250
3	Misc Office Supplies	1	500.00	500
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				1,000

Additional Information / Notes:

BldgFL 343 - Div 34	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	1,200
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	-
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	-

	Description of Other Prof Services Needed	Est. Expense
1		
2		
3		
4		
5		
6		
7		
8		
9		
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11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		-

Additional Information / Notes:

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BldgFL 343 - Div 34**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	1,500
Original Budget FY17-18	1,500
Amended Budget FY17-18	1,500
YTD Expense Feb FY17-18	80
Est FYE June FY17-18	1,500
Proposed Division Budget FY18-19	1,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,500

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	12	125.00	1,500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				1,500

Additional Information / Notes:

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BldgFL 343 - Div 34	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	15,000
Original Budget FY17-18	15,000
Amended Budget FY17-18	15,000
YTD Expense Feb FY17-18	2,970
Est FYE June FY17-18	15,000
Proposed Division Budget FY18-19	15,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Grounds & Facilities Maintenance	1	15,000.00	15,000
2	Lawn Mowers, chainsaws, weed eaters, herbicide		-	
3	application equipment, cordless tools, small		-	
4	trailers, pressure washers and hand tools			-
5				-
6	Fleet Maintenance to include Fabrication -			-
7	Specialty tools for auto/truck/heavy equip./			-
8	generator repair, Sheet metal brake			-
9	metal shears, cordless tools, air compressors,			-
10	impact tools, software updates for scanners,			-
11	auto air conditioning equipment ONAN Software			-
12	for generators.			-
13	Caterpillar software (heavy Equip) and hand tools			-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		15,000

Additional Information / Notes:

BldgFL 343 - Div 34	
<u>Tires</u>	
Actual FY15-16	0
Actual FY16-17	4,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	2,280
Est FYE June FY17-18	4,000
Proposed Division Budget FY18-19	5,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	5,000

Describe Tires Needed	Enter # of Tires Needed	Enter Est. Expense PER Tire	Total Cost for Tires
Tires for light vehicles	25	\$ 200.00	5,000
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
Total Tire Cost			5,000

Additional Information / Notes:

<u>BldgFL 343 - Div 34</u>	
<u>Tower Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	8,000
Original Budget FY17-18	6,000
Amended Budget FY17-18	6,000
YTD Expense Feb FY17-18	860
Est FYE June FY17-18	4,000
Proposed Division Budget FY18-19	4,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,000

	Describe Tower Maintenance Needed	Est. Expense
1	General repair to towers	4,000
	Includes tower, tensioning guy wires, building at base of tower, AC system for bldg, and fire-suppression system for building	
2		
3		
4		
5		
6		
7		
8		
9		
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12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of Tower Maintenance		4,000

Additional Information / Notes:

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BldgFL 343 - Div 34	
<u>Trailer Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	180
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	600
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	600

	Describe Trailer Maintenance Needed	Est. Expense
1	General Maintenance/Repair of trailers (6 Trailers)	600
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total for Trailer Maintenance		600

Additional Information / Notes:

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BldgFL 343 - Div 34**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	6,612		
Original Budget FY17-18	6,612	Total Registration Fees	3,550
Amended Budget FY17-18	6,612	Total Lodging	1,695
YTD Expense Feb FY17-18	1,270	Total Per Diem	524
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	6,105	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	6,105		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	Southeast Governmental Fleet Managers Association		
	Location of Course, Seminar, Conf. etc...	North Charleston SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	300	900
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		no		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				1,012

Trip #2	Title of Course, Seminar, Conference etc...	Parks Auto Parts Seminar		
	Location of Course, Seminar, Conf. etc...	Local		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	75	225
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		no		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				225

Trip #3	Title of Course, Seminar, Conference etc...	Napa Auto Parts Seminar		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	75	225
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		no		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				225

Trip #4	Title of Course, Seminar, Conference etc...	Avoco (EAM)		
	Location of Course, Seminar, Conf. etc...	Greenville SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	800	1,600
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	3	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		400	0.56	224
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		no		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				3,344

Trip #5	Title of Course, Seminar, Conference etc...	Cummins Engine Training		
	Location of Course, Seminar, Conf. etc...	Charlotte NC		

	<i>Number Attending</i>	<i>Cost per Person</i>	<i>TOTALS</i>
Registration Fees	1	600	600
	<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging	1	3	\$ 165
	<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem	1	4	\$ 51
	<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel			
Taking County or Personal Vehicle?	County		
	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		0.56	
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)			no
List Certification Required:			
Is attendance required as board member of professional organization? (yes/no)			no
TOTAL COSTS:			1,299

BldgFL 343 - Div 34	
Vehicle Maintenance	
Actual FY15-16	0
Actual FY16-17	7,000
Original Budget FY17-18	5,500
Amended Budget FY17-18	5,500
YTD Expense Feb FY17-18	8,820
Est FYE June FY17-18	5,500
Proposed Division Budget FY18-19	5,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,500

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN#	Enter Type of Maintenance Needed (ie. Tire Replacement, Oil Change, Car Wash etc...)	Est. Maintenance Expense
1	Pool vehicle repair (6 Vehicles)			2,000
2	Building fleet vehicle repair (10 Vehicles)			3,500
3				
4				
5				
6				
7				
8				
9				
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12				
13				
14				
15				
16				
17				
18				
19				
20				
Total Estimated Vehicle Maintenance Budget				5,500

Additional Information / Notes:

BldgFL S100 - Div 34
FY18-19

<u>Category</u>	<u>GL Description</u>	<u>GL Code & Cost Cat (if applicable)</u>				<u>FY18-19</u> <u>Original Budget</u>	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>
M&R	Bldg. Maint-Repair	20-	53340	BLDRPS100	34 00	\$ 62,000		\$ 62,000	
M&R	Equipment Maintenance	20-	53240	EQPMTS100	34 00	\$ 22,000		\$ 22,000	
M&R	Gas & Oil	20-	53450	GASOLS100	34 00	\$ 6,375		\$ 6,375	
M&R	Generator Maintenance	20-	53290	GENMTS100	34 00	\$ 59,000		\$ 59,000	
M&R	Heavy Equip Maint.	20-	53260	HVEQPS100	34 00	\$ 25,000		\$ 25,000	
M&R	Heavy Vehicle Maint.	20-	53270	HVELMS100	34 00	\$ 70,000		\$ 70,000	
OE	Inventory Expense	20-	54501	INVTRS100	34 00	\$ 20,000		\$ 20,000	
CS	Maintenance Contracts	20-	52000	MNTCTS100	34 00	\$ 16,000		\$ 16,000	
M&R	ROC	20-	54960	ROCBMS100	34 00	\$ 2,500		\$ 2,500	
M&R	Tires	20-	53220	TIRESS100	34 00	\$ 29,860		\$ 29,860	
M&R	Trailer Maintenance	20-	53360	TRMNTS100	34 00	\$ 6,000		\$ 6,000	
M&R	Vehicle Maintenance	20-	53230	VEHMNS100	34 00	\$ 45,000		\$ 45,000	
						\$ 363,735	\$ -	\$ 363,735	\$ -
						Total All	Water	Sewer	Solid Waste
						\$ -			
						\$ 16,000			
						\$ 327,735			
						\$ 20,000			
						\$ -			
						\$ -			
						\$ 363,735			
							TOTAL O&M	\$ 363,735	
							TOTAL PERS	\$ -	

Total By Category

Personnel

Personnel-Overtime

CS Contractual Services

M&R Maintenance & Repairs

OE Office Expenses

OT Other Expenses

U Utilities

TOTAL ALL

BldgFL S100 - Div 34	
Bldg. Maint-Repair	
Actual FY15-16	0
Actual FY16-17	60,000
Original Budget FY17-18	62,500
Amended Budget FY17-18	62,500
YTD Expense Feb FY17-18	78,650
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	62,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	62,000

		Estimated Cost of Maintenance / Repair
Description of Building Maintenance & Repair		
1	General Building Maintenance (sewer) 3 WWTPs	30,000
2		
3	General Pump Station Bldg Repairs (Sewer) 145 stations	32,000
4		
5		
6		
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14		
15		
16		
17		
18		
19		
20		
Total Est Expense of Building Maintenance & Repair		62,000

Additional Information / Notes:

BldgFL S100 - Div 34	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	18,000
Original Budget FY17-18	22,000
Amended Budget FY17-18	22,000
YTD Expense Feb FY17-18	9,070
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	22,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	22,000

	Describe Equipment Maintenance Needed	Est. Expense
1	Gen Maint/Repairs to Sm Equipment (55 Pieces)	22,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	22,000

BldgFL S100 - Div 34	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	7,750
Original Budget FY17-18	6,375
Amended Budget FY17-18	6,375
YTD Expense Feb FY17-18	2,910
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,375
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,375

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	500	2.75	1,375

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	0	2.50	-

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	0	2.50	-

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
	500	10.00	5,000

Total for Gas & Oil

6,375

Additional Information / Notes:

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<u>BldgFL S100 - Div 34</u>	
<u>Generator Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	60,000
Original Budget FY17-18	68,000
Amended Budget FY17-18	68,000
YTD Expense Feb FY17-18	21,280
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	59,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	59,000

	Describe Generator Maintenance Needed	Est. Expense
1	Gen Maint/Repair of Generators (Sewer) 145	45,000
2	Fuel Tank Cleaning	14,000
3		
4		-
5		
6		-
7		
8		
9		-
10		-
Total Est Expense of Generator Maintenance		59,000

Additional Information / Notes:

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BldgFL S100 - Div 34	
Heavy Equip Maint.	
Actual FY15-16	0
Actual FY16-17	30,000
Original Budget FY17-18	25,000
Amended Budget FY17-18	25,000
YTD Expense Feb FY17-18	9,640
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	25,000

	Enter Equipment Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	Gen Maint/Repair of Heavy Equip (14 Pieces)	0		25,000
2	(Sewer)			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Equip Maintenance Budget				25,000

Additional Information / Notes:

BldgFL S100 - Div 34	
Heavy Vehicle Maint.	
Actual FY15-16	0
Actual FY16-17	75,000
Original Budget FY17-18	70,000
Amended Budget FY17-18	70,000
YTD Expense Feb FY17-18	73,610
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	70,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	70,000

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	Gen Maint/Repair of Heavy Vehicles (28 Trucks)	0		70,000
2	(Sewer)			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
	Total Heavy Vehicle Maintenance Budget			70,000

Additional Information / Notes:

BldgFL S100 - Div 34	
Inventory Expense	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	20,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	20,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Maintenance Parts for Vehicles/Equipment (105 Pieces)	1	20,000	20,000
2	Nuts, bolts, air filters, oil filters, fuel filters, welding rods, hydraulic fittings etc....			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				20,000

Additional Information / Notes:

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BldgFL S100 - Div 34	
Maintenance Contracts	
Actual FY15-16	0
Actual FY16-17	20,000
Original Budget FY17-18	16,000
Amended Budget FY17-18	16,000
YTD Expense Feb FY17-18	10,150
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	16,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	16,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Blanchard Product Link (Sewer)	1	800	800
2	Blanchard Heavy Equip Service (Sewer)	4	800	3,200
3	Blanchard Gen Serv/Extended Warranty (Sewer)	12	1,000	12,000
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				16,000

Additional Information / Notes:

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BldgFL S100 - Div 34	
ROC	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,500

Describe use for ROC	Est. Expense
PS Road Repair-145	2,500
(SCDHEC Requirement-all weather access)	
Total Estimated Cost Of ROC	2,500

Additional Information / Notes:

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BldgFL S100 - Div 34	
<u>Tires</u>	
Actual FY15-16	0
Actual FY16-17	32,675
Original Budget FY17-18	29,860
Amended Budget FY17-18	29,860
YTD Expense Feb FY17-18	43,200
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	29,860
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	29,860

Describe Tires Needed	Enter # of Tires Needed	Enter Est. Expense PER Tire	Total Cost for Tires
Tires for Fleet Vehicles (13 Vehicles) (Sewer)	32	\$ 205.00	6,560
Tires for Heavy Vehicles (19 Vehicles) (Sewer)	32	\$ 525.00	16,800
Tires for Heavy Equipment (2 Pieces) (Sewer)	2	\$ 2,000.00	4,000
Tires for Trailers (16 Trailers)	20	\$ 125.00	2,500
			-
			-
			-
			-
			-
			-
			-
			-
Total Tire Cost			29,860

Additional Information / Notes:

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BldgFL S100 - Div 34	
<u>Trailer Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	8,000
Original Budget FY17-18	6,000
Amended Budget FY17-18	6,000
YTD Expense Feb FY17-18	3,800
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,000

	Describe Trailer Maintenance Needed	Est. Expense
1	Gen Maint/Repair of Trailers (16 Trailers) (Sewer)	6,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total for Trailer Maintenance		6,000

Additional Information / Notes:

BldgFL S100 - Div 34	
Vehicle Maintenance	
Actual FY15-16	0
Actual FY16-17	39,000
Original Budget FY17-18	47,000
Amended Budget FY17-18	47,000
YTD Expense Feb FY17-18	55,730
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	45,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	45,000

Enter Vehicle Make, Year, Model and Description of Use		Enter VIN#	Enter Type of Maintenance Needed (ie. Tire Replacement, Oil Change, Car Wash etc...)	Est. Maintenance Expense
1	Gen Maint/Repair of Vehicles (42 Vehicles)			45,000
2	(Sewer)			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
Total Estimated Vehicle Maintenance Budget				45,000

Additional Information / Notes:

BldgFL SW100 - Div 34
FY18-19

Category GL Description

GL Code & Cost Cat (if applicable)

FY18-19

Original Budget

Water

Sewer

Solid Waste

M&R Bldg. Maint-Repair
M&R Equipment Maintenance
M&R Gas & Oil
M&R Generator Maintenance
M&R Heavy Equip Maint.
M&R Heavy Vehicle Maint.
OE Inventory Expense
CS Maintenance Contracts
M&R ROC
M&R Small Tools & Equip
M&R Tires
M&R Trailer Maintenance
M&R Vehicle Maintenance

30-	53340	BLDRPSW100	34-00
30-	53240	EQPMTSW100	34-00
30-	53450	GASOLSW100	34-00
30-	53290	GENMTSW100	34-00
30-	53260	HVEQPSW100	34-00
30-	53270	HVELMSW100	34-00
30-	54501	INVTRSW100	34-00
30-	52000	MNTCTSW100	34-00
30-	54960	ROCBMSW100	34-00
30-	53350	SMTEQSW100	34-00
30-	53220	TIRESSW100	34-00
30-	53360	TRMNTSW100	34-00
30-	53230	VEHMNSW100	34-00

\$	30,000
\$	24,000
\$	21,625
\$	2,400
\$	290,000
\$	90,000
\$	8,000
\$	64,000
\$	4,000
\$	9,000
\$	81,250
\$	1,500
\$	25,000

		\$	30,000
		\$	24,000
		\$	21,625
		\$	2,400
		\$	290,000
		\$	90,000
		\$	8,000
		\$	64,000
		\$	4,000
		\$	9,000
		\$	81,250
		\$	1,500
		\$	25,000

\$	650,775
Total All	

\$	-	\$	-	\$	650,775
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	-
\$	-
\$	64,000
\$	578,775
\$	8,000
\$	-
\$	-
\$	650,775

TOTAL O&M \$ 650,775
TOTAL PERS \$ -

BldgFL SW100 - Div 34	
<u>Bldg. Maint-Repair</u>	
Actual FY15-16	0
Actual FY16-17	25,000
Original Budget FY17-18	35,000
Amended Budget FY17-18	35,000
YTD Expense Feb FY17-18	17,580
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	30,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	30,000

		Estimated Cost of Maintenance / Repair
<u>Description of Building Maintenance & Repair</u>		
1	Repairs to Solid Waste Buildings (SW)	12,000
2	Repairs to 9 Convenience Centers	18,000
3		
4	SW Buildings include the Scalehouse, Old shop and new shop on the landfill	
5		
6		
7		
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19		
20		
Total Est Expense of Building Maintenance & Repair		30,000

Additional Information / Notes:

BldgFL SW100 - Div 34	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	34,000
Original Budget FY17-18	28,000
Amended Budget FY17-18	28,000
YTD Expense Feb FY17-18	5,250
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	24,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	24,000

	Describe Equipment Maintenance Needed	Est. Expense
1	Repairs to Stationary Compactors (12)	5,000
2	Mowers, Pumps, etc...(SW)	7,000
3	Roll-off can repair	12,000
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	24,000

BldgFL SW100 - Div 34	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	23,250
Original Budget FY17-18	28,625
Amended Budget FY17-18	28,625
YTD Expense Feb FY17-18	15,130
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	21,625
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	21,625

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Propane for Forklifts/Landfill Shop Heat	3,500	2.75	9,625

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	0	2.50	-

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	0	2.50	-

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
Hydraulic/Gear/Engine Oil (SW)	1,200	10.00	12,000

Total for Gas & Oil **21,625**

Additional Information / Notes:

BldgFL SW100 - Div 34	
<u>Generator Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	2,800
Original Budget FY17-18	2,400
Amended Budget FY17-18	2,400
YTD Expense Feb FY17-18	760
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,400

	Describe Generator Maintenance Needed	Est. Expense
1	General Generator Maintenance (3 Generators)	1,600
2	Fuel tank cleaning	800
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total Est Expense of Generator Maintenance		2,400

Additional Information / Notes:

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BldgFL SW100 - Div 34	
Heavy Equip Maint.	
Actual FY15-16	0
Actual FY16-17	320,000
Original Budget FY17-18	290,000
Amended Budget FY17-18	290,000
YTD Expense Feb FY17-18	160,870
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	290,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	290,000

	Enter Equipment Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	General Heavy Equip Repair (32 Pieces) (SW)	0		290,000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Equip Maintenance Budget				290,000

Additional Information / Notes:

BldgFL SW100 - Div 34	
Heavy Vehicle Maint.	
Actual FY15-16	0
Actual FY16-17	100,000
Original Budget FY17-18	90,000
Amended Budget FY17-18	90,000
YTD Expense Feb FY17-18	31,190
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	90,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	90,000

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	General Repairs of Heavy Vehicles (13 Trucks)	0		90,000
2	(SW)			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Vehicle Maintenance Budget				90,000

Additional Information / Notes:

BldgFL SW100 - Div 34	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	8,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	8,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Inventory supplies (SW)	1	8000	8,000
2				-
3	Nuts, bolts, air filters, oil filters, fuel filters, welding rods, hydraulic fittings etc....			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				8,000

Additional Information / Notes:

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BldgFL SW100 - Div 34	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	85,200
Original Budget FY17-18	77,200
Amended Budget FY17-18	77,200
YTD Expense Feb FY17-18	33,530
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	64,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	64,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Heavy Equip OEM Services (SW) Blanchard, John Deere, Volvo	15	2,000	30,000
2	HVAC Maintenance Contract for buildings (SW)	2	1,400	2,800
3	Fleet Tire Repair Contract	12	2,600	31,200
4				-
5				-
6				
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				64,000

Additional Information / Notes:

BldgFL SW100 - Div 34	
ROC	
Actual FY15-16	0
Actual FY16-17	4,000
Original Budget FY17-18	4,000
Amended Budget FY17-18	4,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,000

Describe use for ROC	Est. Expense
Rock for Conv Center sites and landfill shop parking lot (SW)	4,000
Total Estimated Cost Of ROC	4,000

Additional Information / Notes:

BldgFL SW100 - Div 34	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	11,000
Original Budget FY17-18	11,000
Amended Budget FY17-18	11,000
YTD Expense Feb FY17-18	3,930
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Specialty tools for auto/truck/heavy equipment,	1	9,000.00	9,000
2	software updates for scanners, cordless tools,			-
3	impact tools.			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
	Total for Small Tools & Equipment	1		9,000

Additional Information / Notes:

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BldgFL SW100 - Div 34	
<u>Tires</u>	
Actual FY15-16	0
Actual FY16-17	86,000
Original Budget FY17-18	92,000
Amended Budget FY17-18	92,000
YTD Expense Feb FY17-18	63,750
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	81,250
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	81,250

Describe Tires Needed	Enter # of Tires Needed	Enter Est. Expense PER Tire	Total Cost for Tires
Tires for Rolloff Trucks (SW) (13 Trucks)	100	\$ 600.00	60,000
Tires for Light Vehicles (SW) (17 Vehicles)	35	\$ 150.00	5,250
Tires for Heavy Equipment (8 Pieces) (SW)	8	\$ 2,000.00	16,000
			-
			-
			-
			-
			-
			-
			-
			-
			-
Total Tire Cost			81,250

Additional Information / Notes:

BldgFL SW100 - Div 34	
<u>Trailer Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	2,000
Original Budget FY17-18	1,500
Amended Budget FY17-18	1,500
YTD Expense Feb FY17-18	4,710
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,500

	Describe Trailer Maintenance Needed	Est. Expense
1	General Trailer Maintenance (6 Trailers)	1,500
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total for Trailer Maintenance		1,500

Additional Information / Notes:

BldgFL SW100 - Div 34	
Vehicle Maintenance	
Actual FY15-16	0
Actual FY16-17	24,000
Original Budget FY17-18	25,000
Amended Budget FY17-18	25,000
YTD Expense Feb FY17-18	10,270
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	25,000

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN#	Enter Type of Maintenance Needed (ie. Tire Replacement, Oil Change, Car Wash etc...)	Est. Maintenance Expense
1	General Repair of light vehicles (17 Vehicles) (SW)			25,000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
Total Estimated Vehicle Maintenance Budget				25,000

Additional Information / Notes:

BldgFL W100 - Div 34
FY18-19

<u>Category</u>	<u>GL Description</u>	<u>GL Code & Cost Cat (if applicable)</u>				<u>FY18-19</u> <u>Original Budget</u>	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>
M&R	Bldg. Maint-Repair	10	53340	BLDRPW100	34 00	\$ 6,000	\$ 6,000		
M&R	Equipment Maintenance	10	53240	EQPMTW100	34 00	\$ 2,500	\$ 2,500		
M&R	Gas & Oil	10	53450	GASOLW100	34 00	\$ 4,025	\$ 4,025		
M&R	Heavy Equip Maint.	10	53260	HEQMTW100	34 00	\$ 9,000	\$ 9,000		
M&R	Heavy Vehicle Maint.	10	53270	HVELMW100	34 00	\$ 10,000	\$ 10,000		
OE	Inventory Expense	10	54501	INVTRW100	34 00	\$ 6,500	\$ 6,500		
M&R	Tires	10	53220	TIRESW100	34 00	\$ 10,925	\$ 10,925		
M&R	Trailer Maintenance	10	53360	TRMNTW100	34 00	\$ 4,500	\$ 4,500		
M&R	Vehicle Maintenance	10	53230	VEHMINW100	34 00	\$ 32,000	\$ 32,000		
						\$ 85,450	\$ 53,450	\$ -	\$ -
						Total All	Water	Sewer	Solid Waste
Total By Category									
	Personnel					\$ -			
	Personnel-Overtime					\$ -			
CS	Contractual Services					\$ -			
M&R	Maintenance & Repairs					\$ 78,950			
OE	Office Expenses					\$ 6,500			
OT	Other Expenses					\$ -			
U	Utilities					\$ -			
TOTAL ALL						\$ 85,450			
							TOTAL O&M	\$ 85,450	
							TOTAL PERS	\$ -	

BldgFL W100 - Div 34	
Bldg. Maint-Repair	
Actual FY15-16	0
Actual FY16-17	8,000
Original Budget FY17-18	8,000
Amended Budget FY17-18	8,000
YTD Expense Feb FY17-18	40
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,000

		Estimated Cost of Maintenance / Repair
Description of Building Maintenance & Repair		
1	General Building Repair	6,000
2	(11 Water towers- buildings and fences)	
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Est Expense of Building Maintenance & Repair		6,000

Additional Information / Notes:

BldgFL W100 - Div 34	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	2,500
Amended Budget FY17-18	2,500
YTD Expense Feb FY17-18	530
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,500

	Describe Equipment Maintenance Needed	Est. Expense
1	Small Equipment Maintenance/Repair (22 Pieces)	2,500
2		
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	2,500

BldgFL W100 - Div 34	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	3,625
Original Budget FY17-18	1,525
Amended Budget FY17-18	1,525
YTD Expense Feb FY17-18	2,650
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,025
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,025

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	100	2.75	275

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	0	2.50	-

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	300	2.50	750

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
Engine/Gear/Hydraulic	300	10.00	3,000

Total for Gas & Oil **4,025**

Additional Information / Notes:

BldgFL W100 - Div 34	
Heavy Equip Maint.	
Actual FY15-16	0
Actual FY16-17	10,500
Original Budget FY17-18	9,000
Amended Budget FY17-18	9,000
YTD Expense Feb FY17-18	8,290
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,000

	Enter Equipment Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	Heavy Equipment Maintenance/ Repair (8 Pieces)	0		9,000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Equip Maintenance Budget				9,000

Additional Information / Notes:

BldgFL W100 - Div 34	
Heavy Vehicle Maint.	
Actual FY15-16	0
Actual FY16-17	7,000
Original Budget FY17-18	8,000
Amended Budget FY17-18	8,000
YTD Expense Feb FY17-18	7,330
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	10,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	10,000

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN# or other ID#	Enter Type of Maintenance Needed	Est. Cost of Maintenance
1	Heavy Vehicle Maintenance/ Repair (8 Trucks)	0		10,000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total Heavy Vehicle Maintenance Budget				10,000

Additional Information / Notes:

BldgFL W100 - Div 34	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,500

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Maintenance Parts for Vehicles/Equipment (58)	1	6500	6,500
	(windshield wipers, air filters, fuel filters, light bulbs,etc)			-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				6,500

Additional Information / Notes:

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BldgFL W100 - Div 34	
<u>Tires</u>	
Actual FY15-16	0
Actual FY16-17	13,000
Original Budget FY17-18	10,925
Amended Budget FY17-18	10,925
YTD Expense Feb FY17-18	5,230
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	10,925
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	10,925

Describe Tires Needed	Enter # of Tires Needed	Enter Est. Expense PER Tire	Total Cost for Tires
Fleet Vehicles (19 Vehicles)	15	\$ 205.00	3,075
Trailers (8 Trailers)	10	\$ 110.00	1,100
Heavy Equipment (1 Piece)	1	\$ 1,500.00	1,500
Heavy Vehicles (8 Trucks)	10	\$ 525.00	5,250
			-
			-
			-
			-
			-
			-
			-
			-
Total Tire Cost			10,925

Additional Information / Notes:

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BldgFL W100 - Div 34	
<u>Trailer Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	4,500
Amended Budget FY17-18	4,500
YTD Expense Feb FY17-18	1,170
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,500

	Describe Trailer Maintenance Needed	Est. Expense
1	Trailer Maintenance/ Repair (8 Trailers)	4,500
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total for Trailer Maintenance		4,500

Additional Information / Notes:

BldgFL W100 - Div 34	
Vehicle Maintenance	
Actual FY15-16	0
Actual FY16-17	29,000
Original Budget FY17-18	32,000
Amended Budget FY17-18	32,000
YTD Expense Feb FY17-18	24,630
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	32,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	32,000

	Enter Vehicle Make, Year, Model and Description of Use	Enter VIN#	Enter Type of Maintenance Needed (ie. Tire Replacement, Oil Change, Car Wash etc...)	Est. Maintenance Expense
1	Light Vehicle Maintenance/ Repair (25 Vehicles)			32,000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
Total Estimated Vehicle Maintenance Budget				32,000

Additional Information / Notes:

**DCIT S100 - Div 13
FY18-19**

Category GL Description

OE IT Equip - UNDER \$5,000
CS Maintenance Contracts

GL Code & Cost Cat (if applicable)

20	57021	ITU5KS100	13 00
20	52000	MNTCTS100	13 00

**FY18-19
Original Budget**

\$	9,400
\$	3,000

\$	12,400
Total All	

\$	-
\$	-

\$ 3,000

\$ -

\$ 9,400

\$ -

\$ -

\$ 12,400

Water	Sewer	Solid Waste
	\$ 9,400	
	\$ 3,000	

\$ -	\$ 12,400	\$ -
Water	Sewer	Solid Waste

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

TOTAL O&M \$ 12,400

TOTAL PERS \$ -

DCIT S100 - Div 13	
<u>IT Equip - UNDER \$5,000</u>	
Actual FY15-16	0
Actual FY16-17	17,400
Original Budget FY17-18	9,600
Amended Budget FY17-18	9,600
YTD Expense Feb FY17-18	450
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,400

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Laptop replacements	2	2000	4,000
2	Miscellaneous- cables, chargers, monitors	1	2000	2,000
3	PC replacements	2	1700	3,400
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				9,400

Additional Information / Notes:

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DCIT S100 - Div 13	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Flexidata Software Support-Pipelogix-Feb	1	3,000	3,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				3,000

Additional Information / Notes:

**DCIT SW100 - Div 13
FY18-19**

Category GL Description

OE IT Equip - UNDER \$5,000
CS Maintenance Contracts
OT Other Prof Services

GL Code & Cost Cat (if applicable)

30-	57021	ITU5KSW100	13 00
30-	52000	MNTCTSW100	13 00
30-	52090	OTRPSW100	13 00

**FY18-19
Original Budget**

\$	6,102
\$	7,000
\$	15,000

Water

Sewer

Solid Waste

		\$	6,102
		\$	7,000
		\$	15,000

\$	28,102
Total All	

\$	-	\$	-	\$	28,102
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

\$	-
\$	-
\$	7,000
\$	-
\$	6,102
\$	15,000
\$	-
\$	28,102

TOTAL O&M \$ 28,102
TOTAL PERS \$ -

TOTAL ALL

DCIT SW100 - Div 13	
<u>IT Equip - UNDER \$5,000</u>	
Actual FY15-16	0
Actual FY16-17	4,790
Original Budget FY17-18	8,302
Amended Budget FY17-18	8,302
YTD Expense Feb FY17-18	2,370
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,102
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,102

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Replacement Scale cards	2	501	1,002
2	Pc replacements	3	1700	5,100
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				6,102

Additional Information / Notes:

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DCIT SW100 - Div 13	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	31,400
Original Budget FY17-18	21,000
Amended Budget FY17-18	21,000
YTD Expense Feb FY17-18	2,100
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	PcScales Maintenance	1	7,000	7,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				7,000

Additional Information / Notes:

Stone Profit software being replaced with EAM and modifications. Waiting on Solid Waste Finance to determine when we can move off of the Hosted System.
13APR17 - Per Jchristmas, remove Stone Profit (\$8,000)

DCIT SW100 - Div 13	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	15,000
Amended Budget FY17-18	15,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	15,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,000

	Description of Other Prof Services Needed	Est. Expense
1	PcScale Software & Hardware upgrade	15,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		15,000

Additional Information / Notes:

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**DCIT W100 - Div 13
FY18-19**

Category GL Description

OE IT Equip - UNDER \$5,000
CS Maintenance Contracts

GL Code & Cost Cat (if applicable)

10-	57021	ITU5KW100	13 00
10-	52000	MNTCTW100	13 00

**FY18-19
Original Budget**

\$	11,200
\$	103,800

Water	Sewer	Solid Waste
\$ 11,200		
\$ 103,800		

\$	115,000
Total All	

\$ 115,000	\$ -	\$ -
Water	Sewer	Solid Waste

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities
TOTAL ALL

\$	-
\$	-
\$	103,800
\$	-
\$	11,200
\$	-
\$	-
\$	115,000

TOTAL O&M \$ 115,000
TOTAL PERS \$ -

DCIT W100 - Div 13	
IT Equip - UNDER \$5,000	
Actual FY15-16	0
Actual FY16-17	30,600
Original Budget FY17-18	8,300
Amended Budget FY17-18	8,300
YTD Expense Feb FY17-18	450
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	11,200
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	11,200

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Laptop Replacements	3	2000	6,000
2	pc Replacements	2	1700	3,400
3				-
4	Back haul device (flexnet)	1	1800	1,800
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				11,200

Additional Information / Notes:

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DCIT W100 - Div 13	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	126,300
Original Budget FY17-18	112,400
Amended Budget FY17-18	112,400
YTD Expense Feb FY17-18	14,480
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	103,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	103,800

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Flexnet Logic software hosted/maintenance	12	8,000	96,000
2	XC2 support/maintenance	1	7,800	7,800
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				103,800

Additional Information / Notes:

This cost includes the 30,000 that Terry normally budgets for equipment maintenance and support as well as a Hosted solution that is backed up and maintained by them.

**DCIT 37 - Div 13
FY18-19**

Category GL Description

OE IT Equip - UNDER \$5,000
CS Maintenance Contracts

GL Code & Cost Cat (if applicable)

AL-	57021	ITU5K37	13 37
AL-	52000	MNTCT37	13 37

**FY18-19
Original Budget**

\$	14,000
\$	5,500

\$	19,500
Total All	

\$	-
\$	-

\$ 5,500

\$ -

\$ 14,000

\$ -

\$ -

\$ 19,500

Water	Sewer	Solid Waste
\$ 4,200	\$ 9,800	
\$ 1,650	\$ 3,850	

\$ 5,850	\$ 13,650	\$ -
Water	Sewer	Solid Waste

Total By Category

Personnel

Personnel-Overtime

CS Contractual Services

M&R Maintenance & Repairs

OE Office Expenses

OT Other Expenses

U Utilities

TOTAL ALL

TOTAL O&M \$ 19,500

TOTAL PERS \$ -

DCIT 37 - Div 13	
IT Equip - UNDER \$5,000	
Actual FY15-16	0
Actual FY16-17	10,000
Original Budget FY17-18	25,800
Amended Budget FY17-18	25,800
YTD Expense Feb FY17-18	4,400
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	14,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	14,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Cogsdale Locations	2000	6	12,000
2	New laptop -PPM	1	2000	2,000
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				14,000

Additional Information / Notes:

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DCIT 37 - Div 13	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	13,500
Original Budget FY17-18	5,500
Amended Budget FY17-18	5,500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,500

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	AutoCad DLT	2	2,500	5,000
2				-
3	Citek Excel Reporter	2	250	500
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				5,500

Additional Information / Notes:

**DCIT 343-Div 13
FY18-19**

Category GL Description

OE Cell Phone
M&R Equipment Maintenance
M&R Equipment Rental
M&R Gas & Oil
OE IT Equip - UNDER \$5,000
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
M&R Safety Equipment
U Telephone-IT Data
OT Travel & Training

GL Code & Cost Cat (if applicable)

AL-	57030	CLPHN343	13 34
AL-	53240	EQPMT343	13 34
AL-	53200	EQPRN343	13 34
AL-	53450	GASOL343	13 34
AL-	57021	ITU5K343	13 34
AL-	54501	INVTR343	13 34
AL-	52000	MNTCT343	13 34
AL-	57040	MEMBR343	13 34
AL-	57020	OFSCP343	13 34
AL-	52090	OTRPS343	13 34
AL-	53320	SFTEQ3343	13 34
AL-	57031	PHONE343	13 34
AL-	50700	TRAIN343	13 34

FY18-19

Original Budget

\$	2,316
\$	81,959
\$	51,760
\$	138
\$	132,175
\$	187
\$	449,720
\$	920
\$	3,890
\$	191,000
\$	750
\$	117,000
\$	37,226

Water

Sewer

Solid Waste

\$	695	\$	926	\$	695
\$	24,588	\$	32,784	\$	24,588
\$	15,528	\$	20,704	\$	15,528
\$	41	\$	55	\$	41
\$	39,653	\$	52,870	\$	39,653
\$	56	\$	75	\$	56
\$	134,916	\$	179,888	\$	134,916
\$	276	\$	368	\$	276
\$	1,167	\$	1,556	\$	1,167
\$	57,300	\$	76,400	\$	57,300
\$	225	\$	300	\$	225
\$	35,100	\$	46,800	\$	35,100
\$	11,168	\$	14,890	\$	11,168

\$	1,069,041
Total All	

\$	320,712	\$	427,616	\$	320,712
Water		Sewer		Solid Waste	

Total By Category

Personnel

Personnel-Overtime

CS Contractual Services

M&R Maintenance & Repairs

OE Office Expenses

OT Other Expenses

U Utilities

TOTAL ALL

\$	-
\$	449,720
\$	134,607
\$	139,488
\$	228,226
\$	117,000
\$	1,069,041

TOTAL O&M \$ 1,069,041

TOTAL PERS \$ -

DCIT 343-Div 13	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	2,032
Original Budget FY17-18	2,580
Amended Budget FY17-18	2,580
YTD Expense Feb FY17-18	750
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,316
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,316

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Patrick Toro-replacement phone	150	1	150
2	Josh Boyson - New phone	150	1	150
3				-
4				-
5				-
Total Estimated Cell Phone Supply Expense				300

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Patrick Toro	64	768
2	Josh Boyson	64	768
3	Department Mifi	40	480
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		168	2,016
		Per Month	

Additional Information / Notes:

Mifi used within the department to troubleshoot laptop connections. Also used when IT or other upper management employees need to have wireless access to BCWS network while out of town.

DCIT 343-Div 13	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	172,409
Original Budget FY17-18	76,959
Amended Budget FY17-18	76,959
YTD Expense Feb FY17-18	5,550
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	81,959
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	81,959

	Describe Equipment Maintenance Needed	Est. Expense
1	VC3 Cisco Smartnet Renewal	30,000
2	Emerson UPS Liebert Maintenance =1000 budget2017	13,000
3	AT&T Equipment Maintenance	10,000
4	APC Galaxy UPS at Plant- CCI	3,000
5	Dell Server Maintenance	25,000
6	George Sartain's copier maintenance-3yr	509
7		
8		
9	Inventory copier maintenance	450
10		
	Total Equipment Maintenance Needed	81,959

DCIT 343-Div 13**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	52,000
Original Budget FY17-18	55,000
Amended Budget FY17-18	55,000
YTD Expense Feb FY17-18	33,800
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	51,760
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	51,760

	Describe Equipment Rental Needed	Est. Expense
1	Xerox Copier Rental- Xerox- 7 devices	31,200
2	OCE Plotter- Duncan Parnell	7,000
3	Xerox Copier Rental- Docugraphics- Lab	3,360
4	Xerox Copier Rental- Xerox- 2 devices	10,200
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		51,760

Additional Information / Notes:

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DCIT 343-Div 13	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	138
Original Budget FY17-18	138
Amended Budget FY17-18	138
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	138
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	138

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	50	2.75	138

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **138**

Additional Information / Notes:

DCIT 343-Div 13	
IT Equip - UNDER \$5,000	
Actual FY15-16	0
Actual FY16-17	225,275
Original Budget FY17-18	158,275
Amended Budget FY17-18	158,275
YTD Expense Feb FY17-18	39,010
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	132,175
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	132,175

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Receipt Printers- replacements	2	500	1,000
2	Miscellaneous- cables, cards, etc	1	3000	3,000
3	Wall Monitors Replacements	2	1500	3,000
4				-
5	Cameras (replacements)	2	400	800
6	Ipads for Inventory	2	750	1,500
7	Ipads Replacements	2	750	1,500
8	OutPost 3 User Cals	2	4000	8,000
9	Microsoft User Licenses	25	725	18,125
10	EAM Mobile Users	5	3000	15,000
11	Cogsdale SmartConnect tool , supp=1125	1	4700	4,700
12	EAM Consumer Reports User	5	450	2,250
13	EAM users licenses	5	7000	35,000
14	Shortel desk phones	2	400	800
15	New PCs/laptops	20	1700	34,000
16	UPS Replacements	2	1600	3,200
17	Blue Beam License for Engineering	1	300	300
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				132,175

Additional Information / Notes:

Tablets will be tested first to see if they will satisfy needs for our remote users. Wall monitors are run 24/7, may need a couple replaced this year. Currently 5 for Signage, 5 in conference rooms or offices.

DCIT 343-Div 13	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	187
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	187

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Batteries	5	5	25
2	Shirts	6	12	72
3	Power strips	5	18	90
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				187

Additional Information / Notes:

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DCIT 343-Div 13	
Maintenance Contracts	
Actual FY15-16	0
Actual FY16-17	518,875
Original Budget FY17-18	447,475
Amended Budget FY17-18	447,475
YTD Expense Feb FY17-18	226,160
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	449,720
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	449,720

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	ScreenFeed- for Signage	1	145	145
2	ESRI License (BCWS)	1	27,000	27,000
3	AIG folder/Sealer (Finance)- Aug	1	950	950
4	IVR Maintenance- March	1	4,000	4,000
5	Dell Compellent Maintenance/support-	1	6,000	6,000
6	Certificate Renewals (for web and remote users)	2	900	1,800
7	CityWorks Maintenance (Operations)	1	45,000	45,000
8	EAM Support/Maintenance (Operations)	1	50,000	50,000
9	VC3 Monitoring (DCIT)- July	12	1,000	12,000
10	VC3 Service Request & Webhosting-Aug	12	750	9,000
11	VC3 FTP and Customer Portal	12	500	6,000
12	MS Visual Studio Utility (DCIT)	1	3,000	3,000
13	Solarwinds- (April)	1	700	700
14	AutoCad 2012 Premium (DLT) (Engineering)	4	1,500	6,000
15	Off-site Backup	12	1,250	15,000
16	ESX Server Maintenance	4	1,000	4,000
17	Barracuda Web filter	1	1,600	1,600
18	Office 365 subscription	160	100	16,000
19	Vmware Standard	1	8,000	8,000
20	MSDN Software Assurance-Professional	1	2,200	2,200
21	BLUE Beam 10 Licenses support (August)	10	100	1,000
22	Inform/Phoenix	3	1,000	3,000
23	Blackboard Alert Now (Dialing)-March	1	6,200	6,200
24				-
25	Cogsdale Maintenance/Support- April	1	120,000	120,000
26	Go Daddy Job.bcwsa.com certificate-VC3-sept	1	125	125
27	Network Solutions (BCWSA.com certificate)/Entrust	3	1,000	3,000
28	Microsoft Software Enterprise Agreement	1	70,000	70,000
29	ArcPad ELA contract	1	1,000	1,000
30	Red Gate Renewals-bare metal backup	4	3,000	12,000
31	OutPost 3 Support-sept	1	15,000	15,000
	Total Maintenance Contract Costs			449,720

Additional Information / Notes:

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DCIT 343-Div 13	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	1,045
Original Budget FY17-18	820
Amended Budget FY17-18	820
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	920
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	920

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SCITDA	2	\$ 75.00	150
2				-
3	SCGMIS	2	\$ 100.00	200
4				
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			350

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2	SharePoint Magazine	1	\$ 30.00	30
3	Windows IT Pro	1	\$ 40.00	40
4	SharePoint/SQL Manuals	1	\$ 500.00	500
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			570

Additional Information / Notes:

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DCIT 343-Div 13	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	4,250
Original Budget FY17-18	3,850
Amended Budget FY17-18	3,850
YTD Expense Feb FY17-18	300
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,890
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,890

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Office Supplies	1	2,000.00	2,000
2	Badges	1	950.00	950
3	Badge Printing Supplies	1	200.00	200
4	Ethernet cables	1	200.00	200
5	Monogrammed Dept shirts per person	6	90.00	540
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				3,890

Additional Information / Notes:

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DCIT 343-Div 13	
Other Prof Services	
Actual FY15-16	0
Actual FY16-17	183,000
Original Budget FY17-18	143,000
Amended Budget FY17-18	143,000
YTD Expense Feb FY17-18	11,020
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	191,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	191,000

	Description of Other Prof Services Needed	Est. Expense
1	Website upgrade (BCWSA.com)-VC3	15,000
2	Advoco EAM Support	65,000
3	Training/classes	10,000
4	Integration costs for EAM/Cityworks/Cogsdale/GIS	40,000
5	Services for upgrading SharePoint	8,000
6	Training for EAM Reporting Modules	5,000
7	HTML5 Training	3,000
8	Cogsdale professional services for Upgrade	10,000
9	Xylem Professional Services-Reports	15,000
10	Security Audit Services	20,000
11		
12	*increased Advoco EAM Support from \$25k to	
13	\$65k per email from Jchristmas 4/24/18	
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		191,000

Additional Information / Notes:

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DCIT 343-Div 13**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	500
Original Budget FY17-18	500
Amended Budget FY17-18	500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	750

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	6	125.00	750
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
	Total Estimated Safety Budget			750

Additional Information / Notes:

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DCIT 343-Div 13	
Telephone-IT Data	
Actual FY15-16	0
Actual FY16-17	217,000
Original Budget FY17-18	217,000
Amended Budget FY17-18	217,000
YTD Expense Feb FY17-18	54,290
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	117,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	117,000

Telephone/IT Data Needed per Month	Est. Expense
Data/Telephone	100,000
Flexnet DSL Lines-11- (1300 x12)	15,600
Flexnet Verizon Lines -3 (115 x12)	1,400
*Increase Data/Telephone to \$100k from \$95k per email from Jchristmas 4/24/18	
Total for Telephone - IT Data	117,000

Additional Information / Notes:

Numbers include, Monthly MPLS with the possiblilty of increasing our internet bandwidth. Home telephone monthly bills for PRI with the possibility of adding another PRI for new phone functionality.

DCIT 343-Div 13**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	38,078		
Original Budget FY17-18	20,118	Total Registration Fees	18,750
Amended Budget FY17-18	20,118	Total Lodging	10,310
YTD Expense Feb FY17-18	9,820	Total Per Diem	3,645
Est FYE June FY17-18	0	Total Air Travel	2,000
Proposed Division Budget FY18-19	37,226	Total Taxi/other Travel	225
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	37,226		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1	Trips to Landfill or Lower Berkeley	100	0.56	56
2	After Hours trips	400	0.56	224
3	Trips to County Office Building	1,000	0.56	560
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			840

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	Local Training -IT Application	Lunch	10	\$10.00	\$ 100.00
2	Local Training -IT Specialist	Lunch	10	\$10.00	\$ 100.00
3	Local Training- IT Technician	Lunch	10	\$10.00	\$ 100.00
4	Local Training-IT Technician	Lunch	10	\$10.00	\$ 100.00
5	Local Meetings-IT Manager	Lunch	10	\$10.00	\$ 100.00
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ 500

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	South Carolina IT Directors Association (Columbia, SC)		
	Location of Course, Seminar, Conf. etc...	Columbia, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	150	150
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	3	\$ 150
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				no
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				no
TOTAL COSTS:				832

Trip #2	Title of Course, Seminar, Conference etc...	Microsoft Dev Connections		
	Location of Course, Seminar, Conf. etc...	San Francisco		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	1,200	1,200
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	5	\$ 250
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 70
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 700	700
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		50	0.56	28
Other (Taxi, Parking, etc...) ----->>>>				50
Is attendance required to obtain or maintain professional certification? (yes / no)				no
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				no
TOTAL COSTS:				3,578

Trip #3	Title of Course, Seminar, Conference etc...	Dynamics User Group Conference		
	Location of Course, Seminar, Conf. etc...	North Carolina		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	500	1,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	4	\$ 170
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 50
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		500	0.56	280
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				3,040

Trip #4	Title of Course, Seminar, Conference etc...	SQL Training		
	Location of Course, Seminar, Conf. etc...	New Horizons/Columbia		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	3,000	6,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	5	\$ 185
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	5	\$ 55
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		300	0.56	168
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				no
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				no
TOTAL COSTS:				8,568

Trip #5	Title of Course, Seminar, Conference etc...	Cogsdale/GP Users group Conference		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	1,000	1,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	5	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 70
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 700	700
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	-
Other (Taxi, Parking, etc...) ----->>>>				50
Is attendance required to obtain or maintain professional certification? (yes / no)			no	
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)			no	
TOTAL COSTS:				3,100

Trip #6	Title of Course, Seminar, Conference etc...	Sensus		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach, SC/ Raleigh NC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	400	400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 50
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel			\$ -	
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		250	0.56	140
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)			no	
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)			no	
TOTAL COSTS:				1,540

Trip #7	Title of Course, Seminar, Conference etc...	Advoco EAM Training Conference		
	Location of Course, Seminar, Conf. etc...	Greenville		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	1,200	2,400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	4	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 50
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		900	0.56	504
Other (Taxi, Parking, etc...) ----->>>>				50
Is attendance required to obtain or maintain professional certification? (yes / no)		no		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				4,954

Trip #8	Title of Course, Seminar, Conference etc...	INFOR EAM training		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	5,000	5,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	5	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 55
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		400	0.56	224
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				6,499

Trip #9 Title of Course, Seminar, Conference etc...
Location of Course, Seminar, Conf. etc...

Infor Conference

	<i>Number Attending</i>	<i>Cost per Person</i>	<i>TOTALS</i>
Registration Fees	1	1,600	1,600
Lodging	<i>Number of Rooms</i> 1	<i>Number of Nights</i> 5 <i>Cost per Night</i> \$ 200	1,000
Per Diem	<i>Number Attending</i> 1	<i>Number of Days</i> 5 <i>Per Diem per Day</i> \$ 100	500
Air Travel	<i>Number of Tickets</i> 1	<i>Cost per Flight</i> \$ 600	600
Taking County or Personal Vehicle?			
If Personal Vehicle, enter mileage	<i>Round Trip Miles</i>	<i>Mileage Rate</i> 0.56	
Other (Taxi, Parking, etc...) ----->>>>			75
Is attendance required to obtain or maintain professional certification? (yes / no)			
List Certification Required:			
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			3,775

**Eng - Div 15
FY18-19**

Category	GL Description	GL Code & Cost Cat (if applicable)				FY18-19 Original Budget	Water	Sewer	Solid Waste
OE	Cell Phone	AL-	57030	CLPHN37	15 00	\$ 4,700	\$ 1,410	\$ 3,290	
CS	Engineering Services	AL-	52010	ENGSV37	15 00	\$ 140,000	\$ 42,000	\$ 98,000	
M&R	Gas & Oil	AL-	53450	GASOL37	15 00	\$ 5,775	\$ 1,733	\$ 4,043	
OE	Inventory Expense	AL-	54501	INVTR37	15 00	\$ 559	\$ 168	\$ 391	
OE	Memberships & Dues	AL-	57040	MEMBR37	15 00	\$ 2,780	\$ 834	\$ 1,946	
OE	Office Supplies	AL-	57020	OFCSP37	15 00	\$ 2,189	\$ 657	\$ 1,533	
M&R	Safety Equipment	AL-	53320	SFTEQ37	15 00	\$ 1,000	\$ 300	\$ 700	
M&R	Small Tools & Equip	AL-	53350	SMTEQ37	15 00	\$ 2,000	\$ 600	\$ 1,400	
OT	Travel & Training	AL-	50700	TRAIN37	15 00	\$ 21,724	\$ 6,517	\$ 15,207	
						\$ 180,727			
						Total All	\$ 54,218	\$ 126,509	\$ -
							Water	Sewer	Solid Waste
<u>Total By Category</u>									
Personnel						\$ 1,010,734			
Personnel-Overtime						\$ 2,000			
CS	Contractual Services					\$ 140,000	TOTAL O&M	\$ 180,727	
M&R	Maintenance & Repairs					\$ 8,775	TOTAL PERS	\$ 1,012,734	
OE	Office Expenses					\$ 10,228			
OT	Other Expenses					\$ 21,724			
U	Utilities					\$ -			
<u>TOTAL ALL</u>						\$ 1,193,461			

Eng - Div 15	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	2,850
Original Budget FY17-18	3,800
Amended Budget FY17-18	3,800
YTD Expense Feb FY17-18	1,320
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,700

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Phone Upgrade	100	2	200
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			200

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Shawn Gaskins	75	900
2	Phillip McKnight	75	900
3	Mark Waters	75	900
4	Engineering On-Call	75	900
5	New Technician	75	900
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	375	4,500
		Per Month	

Additional Information / Notes:

Eng - Div 15**Engineering Services**

Actual FY15-16	0
Actual FY16-17	110,000
Original Budget FY17-18	100,000
Amended Budget FY17-18	100,000
YTD Expense Feb FY17-18	36,370
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	140,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	140,000

	Describe Engineering Services Needed	Est. Expense
1	Water/Wastewater Modeling	70,000
2	Easement Acquisition / Surveying	40,000
3	Roummats Lane Easement Plat/Acquisition and Roadway Improvement	30,000
4		
5		
6		
7		
8		
9		
10		
Total for Engineering Services		140,000

Additional Information / Notes:

Eng - Div 15	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	4,675
Original Budget FY17-18	6,050
Amended Budget FY17-18	6,050
YTD Expense Feb FY17-18	2,660
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,775
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,775

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	2,100	2.75	5,775

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**5,775**

Additional Information / Notes:

I am proposing to add one more Engineering Tech position, which will add an additional vehicle for my department.

JAC-Actual exp as of Feb18 = Unleaded Gals=1,176. Added some extra due to new position being requested.

Eng - Div 15	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	559
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	559

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Insect Spray	3	4.2	13
2	Rubber Gloves	6	0.7	4
3	Leather Gloves	3	5.52	17
4	Disposablr Gloves	1	8.67	9
5	Inverted Tip Paint	12	2.66	32
6	Hat	5	6.54	33
7	Disinfectant	5	2.71	14
8	Antiseptic Hand Cleaner	5	1.8	9
9	Utility Wipes	4	6.67	27
10	T-Shirt	5	10.39	52
11	Paper Towels	5	1.16	6
12	Coveralls	5	2.95	15
13	Cotton Gloves	10	0.5	5
14	Safety Vest	8	8.9	71
15	Hand Soap	3	1.72	5
16	Battery AA	12	0.5	6
17	Battery AAA	12	0.5	6
18	Flagging	2	8	16
19	Rain Coat	3	4.6	14
20	Cartridge, Chemical for Organic Vapors Acid	2	12.86	26
21	Safety Glasses	8	5	40
22	Manhole Hook	2	34	68
23	Padlock Keyed Alike Master Locks	1	7.78	8
24	Hard Hat	2	19.64	39
25	Respirator Size Med	2	13.28	27
Total for Inventory Expense				559

Additional Information / Notes:

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Eng - Div 15	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	2,785
Original Budget FY17-18	1,770
Amended Budget FY17-18	1,770
YTD Expense Feb FY17-18	1,285
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,780
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,780

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	ASCE	2	\$ 205.00	410
2	LLR Operator	15	\$ 50.00	750
3	WEF	7	\$ 35.00	245
4	SCLLR -PE Renewal	2	\$ 200.00	400
5	PE Exam Fee	2	\$ 350.00	700
6	FE Exam Fee	1	\$ 175.00	175
7	Reference Manuals	2	\$ 50.00	100
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			2,780

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

Eng - Div 15	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	1,640
Original Budget FY17-18	1,832
Amended Budget FY17-18	1,832
YTD Expense Feb FY17-18	1,640
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,189
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,189

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Ruled Paper	8	25.00	200
2	10x13 Envelopes	2	5.50	11
3	Pens	5	19.99	100
4	Post It	10	5.50	55
5	Dry Erase	3	10.99	33
6	Shipping Labels	1	38.99	39
7	Toner Cartridge	2	70.00	140
8	File Folder Lables	2	2.00	4
9	Urban Armor Gear Carrying Gase (Surf Pro)	2	62.99	126
10	Business Cards	4	15.00	60
11	Tab File Pocket Folders	50	3.12	156
12	6x9 Envelopes	2	26.99	54
13	Legal Pads	3	4.75	14
14	Manilla Folders	2	5.50	11
15	Sharpie Markers	4	8.10	32
16	Banker's Boxes	4	100.00	400
17	Plan Mailing Envelopes Box of 100	1	100.00	100
18	Post It Arrow Flag	3	10.92	33
19	10x13 Envelopes	2	38.99	78
20	Monthly Planners	2	20.00	40
21	Stationary for new engineers	3	100.00	300
22	DVD Binder	4	25.69	103
23	Professional Portfolio	3	18.99	57
24	Jumbo Paper Clips	2	4.67	9
25	Scotch Tape Refills	2	17.07	34
Total for Office Supplies				2,189

Additional Information / Notes:

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Eng - Div 15**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	210
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	8	125.00	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
	Total Estimated Safety Budget			1,000

Additional Information / Notes:

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Eng - Div 15	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	2,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	160
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc. Small Tools and Equipment	1	2,000.00	2,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		2,000

Additional Information / Notes:

Eng - Div 15**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	10,987		
Original Budget FY17-18	7,670	Total Registration Fees	11,885
Amended Budget FY17-18	7,670	Total Lodging	5,830
YTD Expense Feb FY17-18	6,080	Total Per Diem	2,450
Est FYE June FY17-18	0	Total Air Travel	800
Proposed Division Budget FY18-19	21,724	Total Taxi/other Travel	255
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	21,724		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1	SCEC	250	0.56	140
2	Misc. Mileage - Purpose of Trip	250	0.56	140
3	Water Distribution Short School	200	0.56	112
4	CEPCI Certification	200	0.56	112
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			504

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	SCEC	Full Day	10	\$40.00	\$ 400.00
2	2018 WEFTEC	Full Day	10	\$40.00	\$ 400.00
3	Misc Training/Exam	Lunch	10	\$10.00	\$ 100.00
4	Water Distribution Short School	Full Day	4	\$40.00	\$ 160.00
5	CEPCI Certification	Full Day	2	\$40.00	\$ 80.00
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ 1,140

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	SCEC		
	Location of Course, Seminar, Conf. etc...	Mrytle Beach, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		4	350	1,400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		4	3	\$ 165
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		4	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				30
Is attendance required to obtain or maintain professional certification? (yes / no)		yes		
List Certification Required:		Professional Engineer		
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				3,890

Trip #2	Title of Course, Seminar, Conference etc...	CEPSI Certification		
	Location of Course, Seminar, Conf. etc...	Columbia, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	355	710
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	1	\$ 130
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	1	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		CEPSI Certification		
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				1,050

Trip #3	Title of Course, Seminar, Conference etc...	Water Distribution Short School		
	Location of Course, Seminar, Conf. etc...	Sumter, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	375	1,125
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	2	\$ 165 990
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	2	\$ 40 240
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				25
Is attendance required to obtain or maintain professional certification? (yes / no)			no	
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)			no	
TOTAL COSTS:				2,380

Trip #4	Title of Course, Seminar, Conference etc...	2018 WEFTEC		
	Location of Course, Seminar, Conf. etc...	New Orleans, LA		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	1,200	2,400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	5	\$ 260 2,600
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	5	\$ 51 510
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		2	\$ 400 800	
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				200
Is attendance required to obtain or maintain professional certification? (yes / no)			Yes	
List Certification Required:		Professional Engineer		
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				6,510

Trip #5	Title of Course, Seminar, Conference etc...	Misc. Webinars		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		5	200	1,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				1,000

Trip #6	Title of Course, Seminar, Conference etc...	MACP/PACP Certification		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		5	1,050	5,250
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)			Yes	
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)			No	
TOTAL COSTS:				5,250

Exec - Div 11
FY18-19

Category GL Description

OE Cell Phone
OT Comm - Empl Relations
OT Executive Projects
M&R Gas & Oil
OE Inventory Expense
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
M&R Safety Equipment
OT Travel & Training

GL Code & Cost Cat (if applicable)

AL-	57030	CLPHN343	11 34
AL-	52093	COMRL343	11 34
AL-	52092	EXPRO343	11 34
AL-	53450		11 34
AL-	54501	INVTR343	11 34
AL-	57040	MEMBR343	11 34
AL-	57020	OFCSP343	11 34
AL-	52090	OTRPS343	11 34
AL-	53320	SFTEQ343	11 34
AL-	50700	TRAIN343	11 34

FY18-19

Original Budget

\$	720
\$	-
\$	5,000
\$	-
\$	150
\$	2,135
\$	2,893
\$	50,000
\$	125
\$	1,500

\$	62,523
Total All	

\$	287,833
\$	-
\$	-
\$	125
\$	5,898
\$	56,500
\$	-
\$	350,355

Water

Sewer

Solid Waste

\$	216	\$	288	\$	216
\$	-	\$	-	\$	-
\$	1,500	\$	2,000	\$	1,500
\$	-	\$	-	\$	-
\$	45	\$	60	\$	45
\$	641	\$	854	\$	641
\$	868	\$	1,157	\$	868
\$	15,000	\$	20,000	\$	15,000
\$	38	\$	50	\$	38
\$	450	\$	600	\$	450

\$	18,757	\$	25,009	\$	18,757
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

TOTAL O&M \$ 62,523
TOTAL PERS \$ 287,833

Exec - Div 11	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	720
Original Budget FY17-18	720
Amended Budget FY17-18	720
YTD Expense Feb FY17-18	810
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	720
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	720

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1				-
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			-

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Douglas Smits	60	720
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	60	720
		Per Month	

Additional Information / Notes:

Exec - Div 11	
Comm - Empl Relations	
Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	-
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	-

Describe use of Comm/Empl Relations Exp

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Total Est Expense for Comm /Emp Relations -

Additional Information / Notes:

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Exec - Div 11	
<u>Executive Projects</u>	
Actual FY15-16	0
Actual FY16-17	5,000
Original Budget FY17-18	5,000
Amended Budget FY17-18	5,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,000

	Describe Executive Projects Needed	Est. Expense
1	Executive projects	5,000
2		-
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total Estimated Cost of Executive Projects		5,000

Additional Information / Notes:

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Exec - Div 11	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	190
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	-
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	-

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
		2.75	
Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off- Road Diesel
		2.50	
Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	
Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	
Total for Gas & Oil			-

Additional Information / Notes:

Exec - Div 11	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	150
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	150

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc items (rubber boots, safety vest, gloves, batteries	1	150	150
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				150

Additional Information / Notes:

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Exec - Div 11	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	2,225
Original Budget FY17-18	2,135
Amended Budget FY17-18	2,135
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,135
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,135

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	WEF	1	\$ 330.00	330
2	SC City & County Management Association	1	\$ 80.00	80
3	ICMA	1	\$ 925.00	925
4	SWANA	1	\$ 375.00	375
5	SC Association of Counties	1	\$ 425.00	425
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			2,135

	<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

Removed Charleston Regional Business Journal (\$49.95) and Berkeley Independent (\$40.00) per Randi Timmons email 5/30/17

Exec - Div 11	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	2,893
Original Budget FY17-18	2,893
Amended Budget FY17-18	2,893
YTD Expense Feb FY17-18	250
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,893
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,893

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Pens	24	1.75	42
2	Legal Pads	12	2.00	24
3	Manilla Folders	2	12.00	24
4	Paper clips	4	2.00	8
5	Binder clips	4	3.50	14
6	Post It Notes	10	9.00	90
7	Staples	2	1.75	4
8	Yearly calendar refill	1	17.00	17
9	Desk calendar	1	9.00	9
10	Highlighters	3	7.00	21
11	Hanging file folders	2	15.00	30
12	Canned air	6	8.00	48
13	Tape	2	5.00	10
14	Correction tape	8	5.00	40
15	Expanding file jackets	2	9.00	18
16	Large envelopes	1	20.00	20
17	Markers	2	7.00	14
18	Black ink for laser jet printer	4	120.00	480
19	Colored ink for laser jet printer (Cyan, Yellow & Magenta cartridges)	12	125.00	1,500
20	Refreshments for Executive Conference Room	12	40.00	480
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				2,893

Additional Information / Notes:

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Exec - Div 11	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	213,000
Original Budget FY17-18	50,000
Amended Budget FY17-18	50,000
YTD Expense Feb FY17-18	24,060
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	50,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	50,000

	Description of Other Prof Services Needed	Est. Expense
1	Funding for unexpected requirements for ongoing projects, surveys and engineering studies	50,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		50,000

Additional Information / Notes:

Exec - Div 11	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	125
Original Budget FY17-18	125
Amended Budget FY17-18	125
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	125
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	125

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	1	125.00	125
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				125

Additional Information / Notes:

Exec - Div 11			
Travel & Training			
Actual FY15-16	0		
Actual FY16-17	10,882		
Original Budget FY17-18	1,500	Total Registration Fees	500
Amended Budget FY17-18	1,500	Total Lodging	640
YTD Expense Feb FY17-18	530	Total Per Diem	360
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	1,500	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	1,500		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
Total Mileage ----->>				-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	2018 BOASC Annual Meeting		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	250	250
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	3	\$ 100
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				Yes
List Certification Required:				National Certification as Building Official / Fire Marshall
Is attendance required as board member of professional organization? (yes/no)				No
TOTAL COSTS:				710

Trip #2	Title of Course, Seminar, Conference etc...	CCEA Conference		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	250	250
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 85
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
	Taking County or Personal Vehicle?	County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				Yes
List Certification Required:				National Certification as Building Official / Fire Marshall
Is attendance required as board member of professional organization? (yes/no)				No
TOTAL COSTS:				790

Lab - Div 19
FY18-19

Category GL Description

CS Engineering Services
M&R Equipment Maintenance
M&R Gas & Oil
OE IT Equip - UNDER \$5,000
OE Inventory Expense
M&R Lab Supplies
OT Lab Tests
OE Memberships & Dues
OE Office Supplies
OE Permits-Assc Fees
M&R Safety Equipment
OT Travel & Training

GL Code & Cost Cat (if applicable)

AL-	52010	ENGSV37	19 37
AL-	53240	EQPMT37	19 37
AL-	53450	GASOL37	19 37
AL-	57021	ITU5K37	19 37
AL-	54501	INVTR37	19 37
AL-	54200	LABSP37	19 37
AL-	53550	LABTS37	19 37
AL-	57040	MEMBR37	19 37
AL-	57020	OFCSP37	19 37
AL-	57045	PMTFE37	19 37
AL-	53320	SFTEQ37	19 37
AL-	50700	TRAIN37	19 37

FY18-19**Original Budget**

\$	30,000
\$	4,500
\$	5,115
\$	2,000
\$	1,000
\$	44,000
\$	33,000
\$	850
\$	500
\$	2,000
\$	375
\$	1,322

Water**Sewer****Solid Waste**

\$	9,000	\$	21,000	
\$	1,350	\$	3,150	
\$	1,535	\$	3,581	
\$	600	\$	1,400	
\$	300	\$	700	
\$	13,200	\$	30,800	
\$	9,900	\$	23,100	
\$	255	\$	595	
\$	150	\$	350	
\$	600	\$	1,400	
\$	113	\$	263	
\$	397	\$	926	

\$	124,662
Total All	

\$	37,399	\$	87,264	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	280,271
\$	6,000
\$	30,000
\$	53,990
\$	6,350
\$	34,322
\$	-
\$	410,934

TOTAL O&M \$ 124,662
TOTAL PERS \$ 286,271

Lab - Div 19**Engineering Services**

Actual FY15-16	0
Actual FY16-17	30,000
Original Budget FY17-18	30,000
Amended Budget FY17-18	30,000
YTD Expense Feb FY17-18	5,400
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	30,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	30,000

	Describe Engineering Services Needed	Est. Expense
1	Pretreatment Program Updates	30,000
2		-
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Engineering Services		30,000

Additional Information / Notes:

--

Lab - Div 19	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	7,000
Original Budget FY17-18	4,500
Amended Budget FY17-18	4,500
YTD Expense Feb FY17-18	1,770
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,500

	Describe Equipment Maintenance Needed	Est. Expense
1	Autoclave	1,500
2	Solids Oven	1,500
3	Fecal Bath	1,500
4	Annual Maintenance and calibration for this	
5	equipment.	
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	4,500

Lab - Div 19	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	2,163
Original Budget FY17-18	2,300
Amended Budget FY17-18	2,300
YTD Expense Feb FY17-18	1,890
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,115
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,115

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	1,860	2.75	5,115

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
	0	10.00	-

Total for Gas & Oil **5,115**

Additional Information / Notes:

Actual exp as of Feb18 = 1,082 gals.

Lab - Div 19	
IT Equip - UNDER \$5,000	
Actual FY15-16	0
Actual FY16-17	4,200
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	80
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Software Technical Support for Operator10	1	1000	1,000
2	Software technical Support for Synexus	1	1000	1,000
3				-
4				-
5				-
6	Removed Software update/support for \$2,400			-
7	per J. Crepeau 4/17/17			-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				2,000

Additional Information / Notes:

Changes to the computer program used to calculate pretreatment program reports.

Lab - Div 19	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Entered by Finance based on current year exp	1	1000	1,000
2				-
3	Paper towels, soap, cleaning supplies etc.			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				1,000

Additional Information / Notes:

--

Lab - Div 19	
Lab Supplies	
Actual FY15-16	0
Actual FY16-17	44,000
Original Budget FY17-18	44,000
Amended Budget FY17-18	44,000
YTD Expense Feb FY17-18	15,000
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	44,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	44,000

	Enter an Item Description	Enter # of Items Needed	Cost per Item	Est. Total Cost of Lab Supplies
1	Supplies needed for required NPDES Permit	1	44,000	44,000
2	testing for LBTP, CBTP and UBTP			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total Estimated Lab Supplies				44,000

Additional Information / Notes:

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Lab - Div 19	
Lab Tests	
Actual FY15-16	0
Actual FY16-17	33,000
Original Budget FY17-18	33,000
Amended Budget FY17-18	33,000
YTD Expense Feb FY17-18	18,690
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	33,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	33,000

	Enter Test Description	# of tests needed	Cost per Test	Est. Total Cost of Lab Testing
1	Required commercial lab analysis	1	33,000	33,000
2	for NPDES permit			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Lab Testing				33,000

Additional Information / Notes:

Lab - Div 19**Memberships & Dues**

Actual FY15-16	0
Actual FY16-17	850
Original Budget FY17-18	850
Amended Budget FY17-18	850
YTD Expense Feb FY17-18	260
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	850
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	850

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SC DHEC Bureau of Finance (Lab Certification)	1	\$ 500.00	500
2	WEF	1	\$ 200.00	200
3	Wastewater Licenses	3	\$ 50.00	150
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			850

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

Lab - Div 19	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	380
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	general office supplies (folder, pens, pencils, labels etc)	1	500.00	500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				500

Additional Information / Notes:

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Lab - Div 19	
Permits-Assc Fees	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	620
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	Cost for Performance Evaluation Studies	1	2,000.00	2,000
2	required to maintain Lab certification			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
	Total Permit/Association Fees			2,000

Additional Information / Notes:

--

Lab - Div 19**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	250
Original Budget FY17-18	375
Amended Budget FY17-18	375
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	375
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	375

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	3	125.00	375
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
	Total Estimated Safety Budget			375

Additional Information / Notes:

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Lab - Div 19**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	866		
Original Budget FY17-18	1,298	Total Registration Fees	456
Amended Budget FY17-18	1,298	Total Lodging	-
YTD Expense Feb FY17-18	150	Total Per Diem	60
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	1,322	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	1,322		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1	DHEC Pretreatment Consortium Quarter 1	240	0.56	134
2	DHEC Pretreatment Consortium Quarter 2	240	0.56	134
3	DHEC Pretreatment Consortium Quarter 3	240	0.56	134
4	DHEC Pretreatment Consortium Quarter 4	240	0.56	134
5	Compliance Training	240	0.56	134
6	Compliance Training	240	0.56	134
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
Total Mileage ----->>				806

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	DHEC Pretreatment Consortium Quarter 1	Lunch	1	\$10.00	\$ 10.00
2	DHEC Pretreatment Consortium Quarter 2	Lunch	1	\$10.00	\$ 10.00
3	DHEC Pretreatment Consortium Quarter 3	Lunch	1	\$10.00	\$ 10.00
4	DHEC Pretreatment Consortium Quarter 4	Lunch	1	\$10.00	\$ 10.00
5	Compliance Training	Lunch	1	\$10.00	\$ 10.00
6	Compliance Training	Lunch	1	\$10.00	\$ 10.00
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ 60

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	WASTEWATER EXAMS							
	Location of Course, Seminar, Conf. etc...	Charleston, S.C.							
Registration Fees	<table border="1"> <tr> <td><i>Number Attending</i></td> <td><i>Cost per Person</i></td> </tr> <tr> <td>4</td> <td>114</td> </tr> </table>	<i>Number Attending</i>	<i>Cost per Person</i>	4	114	TOTALS	456		
<i>Number Attending</i>	<i>Cost per Person</i>								
4	114								
Lodging	<table border="1"> <tr> <td><i>Number of Rooms</i></td> <td><i>Number of Nights</i></td> <td><i>Cost per Night</i></td> </tr> <tr> <td>N/A</td> <td></td> <td></td> </tr> </table>	<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>	N/A				
<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>							
N/A									
Per Diem	<table border="1"> <tr> <td><i>Number Attending</i></td> <td><i>Number of Days</i></td> <td><i>Per Diem per Day</i></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>	<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>					-
<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>							
Air Travel	<table border="1"> <tr> <td><i>Number of Tickets</i></td> <td><i>Cost per Flight</i></td> </tr> <tr> <td>N/A</td> <td></td> </tr> </table>	<i>Number of Tickets</i>	<i>Cost per Flight</i>	N/A					
<i>Number of Tickets</i>	<i>Cost per Flight</i>								
N/A									
Taking County or Personal Vehicle?	<table border="1"> <tr> <td><i>County</i></td> </tr> <tr> <td></td> </tr> </table>	<i>County</i>							
<i>County</i>									
If Personal Vehicle, enter mileage	<table border="1"> <tr> <td><i>Round Trip Miles</i></td> <td><i>Mileage Rate</i></td> </tr> <tr> <td></td> <td>0.56</td> </tr> </table>	<i>Round Trip Miles</i>	<i>Mileage Rate</i>		0.56				
<i>Round Trip Miles</i>	<i>Mileage Rate</i>								
	0.56								
Other (Taxi, Parking, etc...) ----->>>>									
Is attendance required to obtain or maintain professional certification? (yes / no)		yes							
List Certification Required:	Biological Wastewater Treatment Plant Operator								
Is attendance required as board member of professional organization? (yes/no)		no							
TOTAL COSTS:			456						

**ND 37
FY18-19**

Category GL Description

CS Bank Charges
CS Goose Creek Collections
OT Other Prof Services
OE Postage
CS St. Stephen Collections

GL Code & Cost Cat (if applicable)

AL-	61050	BANK37	00 37
AL-	57027	GCCOLL37	00 37
AL-	52090	OTRPS37	00 37
AL-	57010	POST37	00 37
AL-	57026	STSTPCOLL37	00 37

FY18-19

Original Budget

\$	278,270
\$	80,470
\$	24,600
\$	143,000
\$	9,440

\$	535,780
Total All	

\$	-
\$	-

\$	368,180
\$	-
\$	143,000
\$	24,600
\$	-
\$	535,780

Water

Sewer

Solid Waste

\$	83,481	\$	194,789	
\$	24,141	\$	56,329	
\$	7,380	\$	17,220	
\$	42,900	\$	100,100	
\$	2,832	\$	6,608	

\$	160,734	\$	375,046	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

TOTAL O&M \$ 535,780
TOTAL PERS \$ -

ND 37**Bank Charges**

Actual FY15-16	0
Actual FY16-17	244,000
Original Budget FY17-18	258,755
Amended Budget FY17-18	258,755
YTD Expense Feb FY17-18	180,984
Est FYE June FY17-18	271,476
Proposed Division Budget FY18-19	278,270
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	278,270

	Description of Bank Charges	Est. Expense
1	As of Feb 2018, expense totals \$180,984	
2	Estimate is $\$180,984/8 = \$22,623 \times 12 = 271,476$	271,480
3		
4	This includes appx \$18k monthly for customers using credit cards. (Currently, fees equal about 1.39% of total transactions monthly, which average \$1.2M per month currently)	
5		
6	Estimating a 2.5+% growth rate in this expense due to new customers coming online	6,790.00
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
	TOTAL ESTIMATED BANK CHARGES	278,270

Additional Information / Notes:

Actual expenses for BillTrust fees are running on average less than 1.5% of fees collected from credit cards (about \$13k-14k per month). We have included additional funds assuming more new customers and bills for the FY18-19 year based on the number of taps sold this past year. Updated 3/15/18

ND 37**Goose Creek Collections**

Actual FY15-16	0
Actual FY16-17	68,938
Original Budget FY17-18	77,160
Amended Budget FY17-18	77,160
YTD Expense Feb FY17-18	52,083
Est FYE June FY17-18	78,125
Proposed Division Budget FY18-19	80,470
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	80,470

Goose Creek Collections	Est. Expense
Avg Monthly expense YTD = \$6,510 x 12 =	78,120
Expense as of Feb 2018 = \$52,093	
	-
Add'l 3+% per JAC	\$2,350
Total for Goose Creek Collections	80,470

Additional Information / Notes:

Based on actual expenditures as of Feb 28, 2018. Updated 3/14/18

ND 37	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	24,600
Original Budget FY17-18	24,600
Amended Budget FY17-18	24,600
YTD Expense Feb FY17-18	9,290
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	24,600
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	24,600

	Description of Other Prof Services Needed	Est. Expense
1	Message Plus Answering Service	18,000
2	Runs \$1,200-\$1,500 per month	
3		
4	***This is the after-hours messaging service***	
5	Was moved here from the billing budget	
6		
7	Dunbar Security - Bank deposit pickups 3 days	
8	per week, change orders	
9	\$485.60 per Month for service	
10	\$ 35.00 per month fuel / shuttle surcharge	
11	\$ 20.00 per month change orders etc...	
12	\$550 total should cover expense for Dunbar	6,600
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		24,600

Additional Information / Notes:

Need to update

ND 37**Postage**

Actual FY15-16	0
Actual FY16-17	183,000
Original Budget FY17-18	183,000
Amended Budget FY17-18	183,000
YTD Expense Feb FY17-18	90,250
Est FYE June FY17-18	154,714
Proposed Division Budget FY18-19	143,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	143,000

Describe Postage Needed	Est. Expense
BillTrust Monthly Expense (appx 10k per month)	120,000
Additional Billtrust Postage (new accounts)	3,000
Postage - Other	20,000
Total Estimated Postage Needed	143,000

Additional Information / Notes:

Billtrust postage is budgeted here. The Printing and Binding for the bills is done by Billtrust and budgeted in the Billing budget under "Printing & Binding". Updated 3/15/18

ND 37	
<u>St. Stephen Collections</u>	
Actual FY15-16	0
Actual FY16-17	15,580
Original Budget FY17-18	10,000
Amended Budget FY17-18	10,000
YTD Expense Feb FY17-18	5,440
Est FYE June FY17-18	9,326
Proposed Division Budget FY18-19	9,440
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,440

St. Stephen Collections	Est. Expense
\$5,435 spent as of Feb 2018	-
Average of \$775 mth x 12 =	9,300
Add'l 1.5% per JAC	140
Total for St. Stephen Collections	9,440

Additional Information / Notes:

Based on actual expenditures as of Feb 28, 2018. Updated 3/14/18

**ND 343
FY18-19**

Category GL Description

CS Accounting Services
CS Insurance Liability
OT Other Prof Services
OE Postage
OE Printing & Binding
U Utilities - Power

GL Code & Cost Cat (if applicable)

AL-	55030	ACCTN343	00 34
AL-	57050	INSUR343	00 34
AL-	52090	OTRPS343	00 34
AL-	57010	POST343	00 34
AL-	57015	PRINT343	00 34
AL-	55300	UTILPW343	00 34

FY18-19

Original Budget

\$	32,100
\$	590,400
\$	205,000
\$	5,030
\$	12,610
\$	73,080

Water

Sewer

Solid Waste

\$	9,630	\$	12,840	\$	9,630
\$	177,120	\$	236,160	\$	177,120
\$	61,500	\$	82,000	\$	61,500
\$	1,509	\$	2,012	\$	1,509
\$	3,783	\$	5,044	\$	3,783
\$	21,924	\$	29,232	\$	21,924

\$	918,220
Total All	

\$	275,466	\$	367,288	\$	275,466
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	-
\$	-
\$	622,500
\$	-
\$	17,640
\$	205,000
\$	73,080
\$	918,220

TOTAL O&M \$ 918,220

TOTAL PERS \$ -

ND 343	
<u>Accounting Services</u>	
Actual FY15-16	0
Actual FY16-17	35,600
Original Budget FY17-18	35,600
Amended Budget FY17-18	35,600
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	32,100
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	32,100

	Describe Accounting Services Needed	Est. Expense of Accounting Services
1	Annual Audit and Interim Visits	30,900
2	AMTEC-Arbitrage Calculation	1,200
3		
4		-
5		-
6		-
7		-
8		-
9		-
10		-
11		-
12		-
13		-
14		-
15		-
16		-
17		-
18		-
19		-
20		-
	Est. Accounting Services Expense	32,100

Additional Information / Notes:

Updated 3/13/18. Budgeted \$30k to cover BCWS portion of the annual audit to include assistance from Samantha Salisbury for preparation of financials and assisting new finance director for first year.

ND 343	
Insurance Liability	
Actual FY15-16	0
Actual FY16-17	500,000
Original Budget FY17-18	504,330
Amended Budget FY17-18	504,330
YTD Expense Feb FY17-18	333,380
Est FYE June FY17-18	533,400
Proposed Division Budget FY18-19	590,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	590,400

	Enter Description of Insurance Liability Charges	Enter Payment terms (Monthly, Annually etc...)	Estimated Liability Insurance Expense
1	Auto	Annually	40,684
2	Auto Liability	Annually	92,664
3	Data Processing	Annually	9,722
4	Building and Contents	Annually	194,981
5	Inland Marine	Annually	82,564
6	General Tort Liability	Annually	54,786
7	Add'l New Pump Stations	Annually	15,000
8			
9	Additional unknown until I receive info from Risk Mgmt		100,000
10			
Total Estimated Insurance Liability Expense			590,400

Additional Information / Notes:

Per SFAA Insurance Reserve Fund:
 12% increase for Building and Personal Property, Builders Risk, Business Income and Data Processing
 15% increase for Inland Marine (all coverage forms)
 10% increase for Automobile Physical Damage (Comprehensive and Collision)
 15% increase for Tort Rates (updated 3/13/18)

ND 343	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	103,870
Original Budget FY17-18	103,870
Amended Budget FY17-18	103,870
YTD Expense Feb FY17-18	104,820
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	205,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	205,000

	Description of Other Prof Services Needed	Est. Expense
1	Uniforms (see worksheet calculation)	112,000
	Iron Mountain (paper shredding) \$175 per month	
2	X 12 = \$2,100.00	2,100
3	The Greenery (plant service-\$425 per month)	5,100
4	Coffee for all bldgs (provided for 200+ staff)	8,000
	Terminix-Sprays Admin, Main Plant, Landfill	
5	shops, Scale house and Convenience Centers	4,600
6	Security Forces (Shared Security Expense)	37,200
7	GIS Shared Expense with County	36,000
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		205,000

Additional Information / Notes:

NEED TO UPDATE - EMAILED WENDY FOR INFORMATION

ND 343**Postage**

Actual FY15-16	0
Actual FY16-17	5,030
Original Budget FY17-18	5,030
Amended Budget FY17-18	5,030
YTD Expense Feb FY17-18	200
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,030
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,030

Describe Postage Needed	Est. Expense
Fed Ex	500
Pitney Bowes Mail Machines (\$300 x 12)	3,800
Cartridges for Mail Machine (\$80 x 4)	480
E-Z Seal for Mail Machines (\$50 x 2)	120
Tape for Mail Machine (\$65 x 2)	130
Total Estimated Postage Needed	5,030

Additional Information / Notes:

This is only for the Postage MACHINE. Postage for mailing the bills is included in the Billing budget with the BillTrust estimates. 13Mar18

ND 343**Printing & Binding**

Actual FY15-16	0
Actual FY16-17	5,110
Original Budget FY17-18	5,110
Amended Budget FY17-18	5,110
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	12,610
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	12,610

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Copy Paper 8.5 x 11 (Inventory)	150	47.00	7,050
2	Copy Paper 8.5 x 14 (inventory)	100	47.00	4,700
3	Copy Paper 11 x 17(Inventory)	10	37.00	370
4	Envelopes (#7, #10, #10W) (Inventory)	14	10.00	140
5	Large Format Paper (Eng & Ops) (Inventory)	1	350.00	350
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Printing & Binding Cost				12,610

Additional Information / Notes:

ND 343	
Utilities - Power	
Actual FY15-16	0
Actual FY16-17	78,000
Original Budget FY17-18	78,000
Amended Budget FY17-18	78,000
YTD Expense Feb FY17-18	37,000
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	73,080
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	73,080

Enter monthly est. expense for Power	Est. Expense
Oakley Road Admin Bldg Avg Mthly Cost = \$5,730 (Berk Elec Coop)	
\$6,000 x 12 months =	72,000
Security Lighting cost = \$87/Mth (Berk Elec Coop)	
\$90 x 12 months =	1,080
Total Estimated Utilities -Power	73,080

Additional Information / Notes:

Based on actual expenses from Berk Elec Coop July 2017 thru Jan 2018. Highest bill for the Admin building was Jan 2018 in the amount of \$6,487

**ND S100
FY18-19**

Category GL Description

CS Contractual - Eagle Landing
CS Contractual - Land of Pines
CS Contractual - Otranto
CS Cutoffs-Goose Creek
CS CWS Cutoffs
CS Insurance Liability
OT Other Prof Services
U Utilities - Power

GL Code & Cost Cat (if applicable)

20-	53100	EAGLES10	00 00
20-	53110	LOPINES10	00 00
20-	53120	OTRANS10	00 00
20-	57028	CUTOFFGCS10	00 00
20-	57029	CUTOFFCWSS10	00 00
20-	57050	INSURS100	00 00
20-	52090	OTRPS343	00 00
20-	55300	UTILPWS100	00 00

FY18-19

Original Budget

\$	233,480
\$	43,270
\$	222,110
\$	27,180
\$	127,160
\$	-
\$	660,000
\$	2,104,200

Water

Sewer

Solid Waste

	\$	233,480	
	\$	43,270	
	\$	222,110	
	\$	27,180	
	\$	127,160	
	\$	-	
	\$	660,000	
	\$	2,104,200	

\$	3,417,400
Total All	

\$	-	\$	3,417,400	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities
TOTAL ALL

\$	-
\$	-
\$	653,200
\$	-
\$	-
\$	660,000
\$	2,104,200
\$	3,417,400

TOTAL O&M \$ 3,417,400
TOTAL PERS \$ -

ND S100	
Contractual - Eagle Landing	
Actual FY15-16	0
Actual FY16-17	221,450
Original Budget FY17-18	230,520
Amended Budget FY17-18	230,520
YTD Expense Feb FY17-18	132,240
Est FYE June FY17-18	226,700
Proposed Division Budget FY18-19	233,480
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	233,480

1	\$132,240 paid as of Jan 2018	
2	\$132,240 / 7 = \$18,890 per month average	226,680
3		
4		
5	Estimating a 3% increase from NCSD	6,800
6		
7		
8		
9		
10		
Total for Contractual - Eagle Landing		233,480

Additional Information / Notes:

Updated 3/14/18

ND S100	
<u>Contractual - Land of Pines</u>	
Actual FY15-16	0
Actual FY16-17	65,000
Original Budget FY17-18	39,360
Amended Budget FY17-18	39,360
YTD Expense Feb FY17-18	24,980
Est FYE June FY17-18	42,820
Proposed Division Budget FY18-19	43,270
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	43,270

1	\$24,980 paid as of Jan 2018	
2	\$24,980 / 7 = \$3,568	42,840
3	add 1%	430
4	(Paid to Moncks Corner, Not NCSD)	
5		
6		
7		
8		
9		
10		
Total for Contractual - Land of Pines		43,270

Additional Information / Notes:

Updated 3/14/18

ND S100	
<u>Contractual - Otranto</u>	
Actual FY15-16	0
Actual FY16-17	236,900
Original Budget FY17-18	186,890
Amended Budget FY17-18	186,890
YTD Expense Feb FY17-18	125,740
Est FYE June FY17-18	215,554
Proposed Division Budget FY18-19	222,110
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	222,110

1	\$125,740 paid as of Jan 2018	
2	\$125,740 / 7 = \$17,962 month	215,640
3		
4	Estimating a 3% increase from NCSD	6,470
5		
6		
7		
8		
9		
10		
Total for Contractual - Otranto		222,110

Additional Information / Notes:

Updated 3/18/18

ND S100	
<u>Cutoffs-Goose Creek</u>	
Actual FY15-16	0
Actual FY16-17	30,000
Original Budget FY17-18	28,800
Amended Budget FY17-18	28,800
YTD Expense Feb FY17-18	15,390
Est FYE June FY17-18	26,380
Proposed Division Budget FY18-19	27,180
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	27,180

1	\$15,390 spent as of Jan 2018	
2	\$15,390 / 7 = \$2,200	26,400
3		
4	Add 3%	780
5		
6		
7		
8		
9		
10		
Total for Cutoffs-Goose Creek		27,180

Additional Information / Notes:

Updated 3/14/18

ND S100	
CWS Cutoffs	
Actual FY15-16	0
Actual FY16-17	124,800
Original Budget FY17-18	124,500
Amended Budget FY17-18	124,500
YTD Expense Feb FY17-18	73,045
Est FYE June FY17-18	125,220
Proposed Division Budget FY18-19	127,160
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	127,160

1	Avg Monthly Expense)	
2	Includes:	
3	CWS Shutoffs, Access Availability, Comm Reads	
4	Meter Locks	
5	\$73,075 spent as of Jan 2018	
6	$\$73,075 / 7 = \$10,439$	125,280
7		
8	Add 1.5%	1,880
9		
10		
Total for CWS Cutoffs		127,160

Additional Information / Notes:

Updated 3/14/18

ND S100	
Other Prof Services	
Actual FY15-16	0
Actual FY16-17	1,020,000
Original Budget FY17-18	660,000
Amended Budget FY17-18	660,000
YTD Expense Feb FY17-18	24,110
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	660,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	660,000

	Description of Other Prof Services Needed	Est. Expense
1	Sludge disposal to Landfill @ \$65/ton	
2		
3	Jul17 = \$50,324	
4	Aug17 = \$61,074	
5	Sep17 = \$53,452	
6	Oct17 = \$52,952	
7	Nov17 = \$46,599	
8	Dec17 = \$46,887	
9	Jan18 = \$46,198	
10		
11	Average is \$51,070/mth	660,000
12	Using \$55,000 due to large swings in cost at times	
13	Jimmy Crepeau has indicated he is comfortable with this figure as well.	
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		660,000

Additional Information / Notes:

Updated 3/14/18

ND S100	
Utilities - Power	
Actual FY15-16	0
Actual FY16-17	2,118,720
Original Budget FY17-18	2,104,200
Amended Budget FY17-18	2,104,200
YTD Expense Feb FY17-18	972,540
Est FYE June FY17-18	1,296,720
Proposed Division Budget FY18-19	2,104,200
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,104,200

Enter monthly est. expense for Power	Est. Expense
Treatment Plant & Pump Stations running appx \$147,000 per mth now. (138 PS's = 10 New)	-
147,000 x 12 Months =	1,764,000
12,000 Month x 10 new PS's =	120,000
Land of Pines	45,000
Central Berkeley Treatment Plant = \$14,600mth	175,200
Total Estimated Utilities -Power	2,104,200

Additional Information / Notes:

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**ND SW100
FY18-19**

Category GL Description

CS Bank Charges
OT Other Prof Services
U Utilities - Power

GL Code & Cost Cat (if applicable)

30-	61050	BANKSW100	00 00
30-	52090		00 00
30-	55300	UTILPWSW100	00 00

**FY18-19
Original Budget**

\$	43,620
\$	300,000
\$	108,120

Water

Sewer

Solid Waste

		\$	43,620
		\$	300,000
		\$	108,120

\$	451,740
Total All	

\$	-	\$	-	\$	451,740
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

\$	-
\$	-
\$	43,620
\$	-
\$	-
\$	300,000
\$	108,120
\$	451,740

TOTAL O&M \$ 451,740
TOTAL PERS \$ -

TOTAL ALL

ND SW100	
<u>Bank Charges</u>	
Actual FY15-16	0
Actual FY16-17	10,380
Original Budget FY17-18	43,620
Amended Budget FY17-18	43,620
YTD Expense Feb FY17-18	740
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	43,620
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	43,620

	Description of Bank Charges	Est. Expense
1	Spent \$32,703.52 as of Mar 2017	43,620
2	\$3,633/9 X12=\$43,603	
3		
4		-
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
	TOTAL ESTIMATED BANK CHARGES	43,620

Additional Information / Notes:

--

ND SW100	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	300,000
Original Budget FY17-18	300,000
Amended Budget FY17-18	300,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	300,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	300,000

	Description of Other Prof Services Needed	Est. Expense
1	Leachate Treatment-revenue to Sewer	300,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		300,000

Additional Information / Notes:

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ND SW100	
<u>Utilities - Power</u>	
Actual FY15-16	0
Actual FY16-17	91,800
Original Budget FY17-18	108,120
Amended Budget FY17-18	108,120
YTD Expense Feb FY17-18	48,900
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	108,120
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	108,120

Enter monthly est. expense for Power	Est. Expense
LFGTE-Apprx \$2,550 per month for Flare	
Landfill Buildings / Landfill	
Convenience Centers	
Actual expense is \$63,050 as of Jan 2017	
\$9,007 / Mth x 12 =	108,120
Total Estimated Utilities -Power	108,120

Additional Information / Notes:

Need to update

**ND W100
FY18-19**

Category GL Description

U Utilities - Power
U Utilities - Water

GL Code & Cost Cat (if applicable)

10-	55300	UTILPWW100	00 00
10-	55110	UTILWTW100	00 00

**FY18-19
Original Budget**

\$ 36,360
\$ 2,416,123

Water

Sewer

Solid Waste

\$ 36,360		
\$ 2,416,123		

\$ 2,452,483
Total All

\$ 36,360	\$ -	\$ -
Water	Sewer	Solid Waste

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ 2,452,483
\$ 2,452,483

TOTAL O&M \$ 2,452,483
TOTAL PERS \$ -

ND W100	
<u>Utilities - Power</u>	
Actual FY15-16	0
Actual FY16-17	23,000
Original Budget FY17-18	36,360
Amended Budget FY17-18	36,360
YTD Expense Feb FY17-18	16,610
Est FYE June FY17-18	26,200
Proposed Division Budget FY18-19	36,360
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	36,360

Enter monthly est. expense for Power	Est. Expense
Spent \$????? as of Feb 2018	
NEED TO UPDATE. THIS IS OLD FIGURE	36,360
Total Estimated Utilities -Power	36,360

Additional Information / Notes:

--

ND W100	
Utilities - Water	
Actual FY15-16	0
Actual FY16-17	1,889,318
Original Budget FY17-18	2,293,053
Amended Budget FY17-18	2,293,053
YTD Expense Feb FY17-18	1,301,790
Est FYE June FY17-18	1,960,000
Proposed Division Budget FY18-19	2,416,123
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,416,123

Enter monthly est. expense for Water	Est. Expense
LAKE MARION FEES	
Jul18-Dec18 = \$21,802 x 6mths =	130,810
Jan19-Jun19 = \$26,776 x 6mths =	160,660
TOTAL MEMBERSHIP FEE =	291,470

LAKE MOULTRIE FEES	
Jul18-Dec18 = \$92,036 x 6mths =	552,220
Jan19-Jun19 = \$93,048 x 6mths =	558,290
TOTAL DEMAND CHARGE	1,110,510

Per letter from Charlie Cuzzel dated 2/28/18
BCWS has a credit of \$112,525.94 which will be
paid \$18,754.32/mth for 6mths beginning Apr
of 2018. Budget 3mths in FY19 (Jul, Aug, Sep)

TOTAL CREDIT / CHARGE for FY18-19 =	(\$6,263)
Jul18-Dec18 = \$347,329 (see details in table)	376,410
Jan19-Jun19 = \$523,809 (see details in table)	371,996
TOTAL VOLUMETRIC CHARGE	748,406

Additional based on actual FY17-18 use:	
We are anticipating leasing capacity or paying a surcharge for using more than our allocation during the FY18-19 year.	250,000
Charleston Water System (\$6k/Mth)	72,000

Total Estimated Utilities-Water **2,416,123**

Additional Information / Notes:

ALL DATA UPDATED 12MAR18 WITH LATED COST OF SERVICE STUDY
INFORMATION FROM SANTEE COOPER.

VOLUMETRIC CHARGES for LAKE MOULTRIE

\$0.370	\$6.360
6mths in 2017	6mths in 2018
Jul 63,497	Jan 53,313
Aug 62,443	Feb 46,398
Sep 59,842	Mar 53,258
Oct 59,097	Apr 56,803
Nov 55,529	May 63,201
Dec 54,209	Jun 60,983
TOTAL \$33,958	TOTAL \$38,988
AVG 58,943	AVG 58,328

Final Proposed Budget FY18-19 **2,293,053**

Enter monthly est. expense for Water	Est. Expense
LAKE MARION FEES	
Jul17-Dec17 = \$21,630 x 6mths =	129,780
Jan18-Jun18 = \$22,078 x 6mths =	132,420
TOTAL MEMBERSHIP FEE =	262,200

LAKE MOULTRIE FEES	
Jul17-Dec17 = \$62,800 x 6mths =	493,800
Jan18-Jun18 = \$90,870 x 6mths =	545,220
TOTAL DEMAND CHARGE	1,039,020

Per letter from Charlie Cuzzel dated 3/6/17
BCWS has a credit of \$24,265.22 which will be
paid \$5,380.17/mth for 6mths beginning Apr
of 2017. Budget 3mths in FY18 (Jul, Aug, Sep)

TOTAL CREDIT / CHARGE for FY17-18 =	(\$6,843)
Jul17-Dec17 = \$320,195 (see details in table)	
Jan18-Jun18 = \$338,155 (see details in table)	
TOTAL VOLUMETRIC CHARGE	685,926

Additional based on actual FY16-17 use:
We are anticipating leasing capacity or paying
a surcharge for using more than our allocation
during the FY17-18 year.
Charleston Water System (\$6k/Mth) **72,000**

VOLUMETRIC CHARGES for LAKE MOULTRIE

\$0.374	\$6.374
6mths in 2016	6mths in 2017
Jul 57,043	Jan 56,780
Aug 56,224	Feb 48,129
Sep 55,361	Mar 53,493
Oct 53,278	Apr 56,178
Nov 49,658	May 61,942
Dec 47,731	Jun 62,634
TOTAL \$20,195	TOTAL \$38,155
AVG 53,366	AVG 56,359

Final Proposed Budget FY17-18 **1,889,318**

Enter monthly est. expense for Water	Est. Expense
LAKE MARION FEES	
Jul16-Dec16 = \$20,745 x 6mths = \$124,470	
Jan17-Jun17 = \$25,513 x 6mths = \$153,078	
TOTAL MEMBERSHIP FEE =	277,548

LAKE MOULTRIE FEES	
Jul16-Dec16 = \$78,744 x 6mths = 5	472,580
Jan17-Jun17 = \$79,093 x 6mths = 5	474,570
TOTAL DEMAND CHARGE	947,150

Per letter from Charlie Cuzzel dated 3/15/16
BCWS owns an addl \$12,539.72 which will be
paid \$2,089.50 per mth for 6mths beginning
of 2016. Budget 3mths in FY17 (Jul, Aug, Sep)

TOTAL CREDIT / CHARGE for FY16-17 =	6,270
Jul16-Dec16 = \$320,195 (see details in table)	
Jan17-Jun17 = \$338,155 (see details in table)	
TOTAL VOLUMETRIC CHARGE	658,350

Was showing new budget year
because this is the old data from
last budget and I have updated
the headings to prepare the new
budget.

Error---->>>
Total is correct

I accidentally left the \$320,195
and the \$338,155 in the description
but the total is correct as it pulls
from the chart (685,926 =
353,958+331,968)

VOLUMETRIC CHARGES for LAKE MOULTRIE

\$0.259	\$0.254
6mths in 2018	6mths in 2019
Jul 65,025	Jan 56,414
Aug 65,025	Feb 51,737
Sep 62,150	Mar 60,742
Oct 62,617	Apr 62,970
Nov 61,374	May 70,262
Dec 60,219	Jun 69,871
TOTAL 376,410	TOTAL 371,996
AVG 62,735	AVG 61,999

Ops - Div 20
FY18-19

Category GL Description

OE Cell Phone
M&R Gas & Oil
OE Memberships & Dues
OE Office Supplies
OE Permits-Assc Fees
OE Printing & Binding
M&R Safety Equipment
OT Travel & Training

GL Code & Cost Cat (if applicable)

20-	57030	CLPHNS100	20 00
20-	53450	GASOLS100	20 00
20-	57040	MEMBRS100	20 00
20-	57020	OFCSPS100	20 00
20-	57045	PMTFES100	20 00
20-	57015	PRINTS100	20 00
20-	53320	SFTEQS100	20 00
20-	50700	TRAINS100	20 00

FY18-19

Original Budget

\$	1,560
\$	550
\$	36,198
\$	4,340
\$	1,214
\$	1,000
\$	625
\$	14,369

Water

Sewer

Solid Waste

	\$	1,560	
	\$	550	
	\$	36,198	
	\$	4,340	
	\$	1,214	
	\$	1,000	
	\$	625	
	\$	14,369	

\$	59,856
Total All	

\$	-	\$	59,856	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	596,580
\$	3,000
\$	-
\$	1,175
\$	44,312
\$	14,369
\$	-
\$	659,436

TOTAL O&M \$ 59,856
TOTAL PERS \$ 599,580

Ops - Div 20	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	1,980
Original Budget FY17-18	1,560
Amended Budget FY17-18	1,560
YTD Expense Feb FY17-18	410
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,560
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,560

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1				-
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			-

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Doug Tompkins	60	720
2	Wayne Cooper	70	840
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	130	1,560
		Per Month	

Additional Information / Notes:

Ops - Div 20	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	550
Original Budget FY17-18	550
Amended Budget FY17-18	550
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	550
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	550

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	200	2.75	550

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **550**

Additional Information / Notes:

Actual gals used as of Feb18 = 32

Ops - Div 20	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	35,898
Original Budget FY17-18	35,698
Amended Budget FY17-18	35,698
YTD Expense Feb FY17-18	28,610
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	36,198
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	36,198

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SC Land Surveyor	1	\$ 260.00	260
2	AWWA-WEASC	2	\$ 99.00	198
3	SCWQA	1	\$ 7,850.00	7,850
4	COG (208 water Quality Admin)	1	\$ 11,600.00	11,600
5	COG (USGS Monitoring Stations Data)	1	\$ 7,690.00	7,690
6	AWWA for BCWS	1	\$ 6,000.00	6,000
7	Water and Wastewater Licenses	2	\$ 50.00	100
8	SC Association Stormwater managers	1	\$ 200.00	200
9	Engineering License	1	\$ 200.00	200
10	Added based on actuals as of Feb15-JAC	1	\$ 1,300.00	1,300
TOTAL MEMBERSHIP DUES				35,398

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1	SC Clips (added per Dtompkins 3/21/14)	1	\$ 800.00	800
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				800

Additional Information / Notes:

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Ops - Div 20	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	4,228
Original Budget FY17-18	4,228
Amended Budget FY17-18	4,228
YTD Expense Feb FY17-18	1,920
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,340
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,340

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Fax Machine Cartridges	8	21.00	168
2	Calendars	15	10.00	150
3	Paper-Pink card Stock	3	150.00	450
4	Notebooks, Memo pads,steno, binders	4	116.50	466
5	Pressboard binders, sheet protectors, dividers	4	100.00	400
6	File Folders	5	97.00	485
7	Pens, pencils,markers,erasers	5	65.00	325
8	clips, tape	4	55.00	220
9	Labels, post it notes	7	55.00	385
10	frames for Operations Wall certificates and Pictures	15	17.00	255
11	Work Order forms	1	924.00	924
12				-
13		2	56.00	112
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				4,340

Additional Information / Notes:

Ops - Div 20	
Permits-Assc Fees	
Actual FY15-16	0
Actual FY16-17	1,214
Original Budget FY17-18	1,214
Amended Budget FY17-18	1,214
YTD Expense Feb FY17-18	1,000
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,214
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,214

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	DHEC Annual construction permit	1	1,000.00	1,000
2	WEASC	2	107.00	214
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				1,214

Additional Information / Notes:

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Ops - Div 20	
Printing & Binding	
Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Misc binding and publications	1	1,000.00	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Printing & Binding Cost				1,000

Additional Information / Notes:

Ops - Div 20	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	625
Original Budget FY17-18	625
Amended Budget FY17-18	625
YTD Expense Feb FY17-18	110
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	625
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	625

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots-Inventory	3	125.00	375
2	Work Boots-Operations	2	125.00	250
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				625

Additional Information / Notes:

Ops - Div 20**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	13,487		
Original Budget FY17-18	14,087	Total Registration Fees	4,225
Amended Budget FY17-18	14,087	Total Lodging	5,650
YTD Expense Feb FY17-18	8,120	Total Per Diem	1,270
Est FYE June FY17-18	0	Total Air Travel	2,900
Proposed Division Budget FY18-19	14,369	Total Taxi/other Travel	100
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	14,369		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
Total Mileage ----->>				-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1 Title of Course, Seminar, Conference etc...
Location of Course, Seminar, Conf. etc...

Utility Management Conference
TBD

Number Attending

Cost per Person

TOTALS

Registration Fees	2	800	1,600
	<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging	2	4	\$ 250
	<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem	2	4	\$ 55
	<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel	2	\$ 650	1,300
Taking County or Personal Vehicle?			
	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		0.56	
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)			yes
List Certification Required:	Professional Engineer		
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			5,340

Trip #2	Title of Course, Seminar, Conference etc...	SC Environmental Conference		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	250	500
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	3	\$ 150
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)			yes	
List Certification Required:	Professional Engineer			
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				1,752

Trip #3	Title of Course, Seminar, Conference etc...	SC Surveying Conference		
	Location of Course, Seminar, Conf. etc...	Columbia SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	325	325
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	2	\$ 125
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	2	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				

Taking County or Personal Vehicle?	<input type="text" value="yes"/>		
	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage	<input type="text" value="200"/>	0.56	112
Other (Taxi, Parking, etc...) ----->>>>			<input type="text"/>
Is attendance required to obtain or maintain professional certification? (yes / no)			<input type="text" value="yes"/>
List Certification Required:			<input type="text" value="SC registered Land Surveyor"/>
Is attendance required as board member of professional organization? (yes/no)			<input type="text"/>

TOTAL COSTS:	767
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Trip #4	Title of Course, Seminar, Conference etc...	<input type="text" value="90th Weftec Concentration"/>		
	Location of Course, Seminar, Conf. etc...	<input type="text" value="Chicago"/>		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		<input type="text" value="2"/>	<input type="text" value="900"/>	1,800
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		<input type="text" value="2"/>	<input type="text" value="5"/>	<input type="text" value="\$ 250"/>
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		<input type="text" value="2"/>	<input type="text" value="5"/>	<input type="text" value="\$ 51"/>
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		<input type="text" value="2"/>	<input type="text" value="\$ 800"/>	1,600
Taking County or Personal Vehicle?		<input type="text"/>		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		<input type="text"/>	0.56	
Other (Taxi, Parking, etc...) ----->>>>				<input type="text" value="100"/>
Is attendance required to obtain or maintain professional certification? (yes / no)			<input type="text" value="yes"/>	
List Certification Required:			<input type="text" value="South Carolina Professional Engineer and Land Surveyor"/>	
Is attendance required as board member of professional organization? (yes/no)			<input type="text" value="no"/>	
TOTAL COSTS:				6,510

PPME - Div 33
FY18-19

<u>Category</u>	<u>GL Description</u>	<u>GL Code & Cost Cat (if applicable)</u>				<u>FY18-19</u> <u>Original Budget</u>	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>
M&R	Bldg. Maint-Repair	20-	53340	BLDRPS100	33 00	\$ 15,000		\$ 15,000	
OE	Cell Phone	20-	57030	CLPHNS100	33 00	\$ 7,064		\$ 7,064	
M&R	Equipment Maintenance	20-	53240	EQPMTS100	33 00	\$ 37,500		\$ 37,500	
M&R	Gas & Oil	20-	53450	GASOLS100	33 00	\$ 31,485		\$ 31,485	
OE	Inventory Expense	20-	54501	INVTRS100	33 00	\$ 29,400		\$ 29,400	
CS	Maintenance Contracts	20-	52000	MNTCTS100	33 00	\$ 61,823		\$ 61,823	
OE	Memberships & Dues	20-	57040	MEMBRS100	33 00	\$ 1,235		\$ 1,235	
OE	Office Supplies	20-	57020	OFCSPS100	33 00	\$ 400		\$ 400	
OT	Other Prof Services	20-	52090	OTRPSS100	33 00	\$ 10,500		\$ 10,500	
M&R	Safety Equipment	20-	53320	SFTEQS100	33 00	\$ 8,750		\$ 8,750	
M&R	Small Tools & Equip	20-	53350	SMTEQS100	33 00	\$ 3,250		\$ 3,250	
M&R	System Maint-Pump Station Elec	20-	54400	SYSMTTPS100	33 00	\$ 116,000		\$ 116,000	
M&R	System Maint-Plant Elec	20-	54350	SYSMTTPS100	33 00	\$ 113,500		\$ 113,500	
M&R	Tower Maintenance	20-	53370	TOWERS100	33 00	\$ 10,800		\$ 10,800	
OT	Travel & Training	20-	50700	TRAINS100	33 00	\$ 13,728		\$ 13,728	
						\$ 460,435	\$ -	\$ 460,435	\$ -
						Total All	Water	Sewer	Solid Waste
<u>Total By Category</u>									
Personnel						\$ 724,094			
Personnel-Overtime						\$ 55,000			
CS	Contractual Services					\$ 61,823			
M&R	Maintenance & Repairs					\$ 336,285			
OE	Office Expenses					\$ 38,099			
OT	Other Expenses					\$ 24,228			
U	Utilities					\$ -			
<u>TOTAL ALL</u>						\$ 1,239,529			
							TOTAL O&M	\$ 460,435	
							TOTAL PERS	\$ 779,094	

PPME - Div 33	
Bldg. Maint-Repair	
Actual FY15-16	0
Actual FY16-17	15,000
Original Budget FY17-18	15,000
Amended Budget FY17-18	15,000
YTD Expense Feb FY17-18	11,100
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	15,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,000

		Estimated Cost of Maintenance / Repair
Description of Building Maintenance & Repair		
1	Operations & Admin Facility	5,000
2	Lower Berkeley Facilities	5,000
3	Convenience Centers & Landfill	5,000
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Est Expense of Building Maintenance & Repair		15,000

Additional Information / Notes:

These funds are used for Lighting and Electrical Repairs to Buildings and Structures in Conjunction with the Fleet and Facilities Superintendent. Providing them directly to the Electrical Department streamlines the procurement process. Based on last year's incumbrances the amount remains unchanged

PPME - Div 33	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	6,404
Original Budget FY17-18	6,404
Amended Budget FY17-18	6,404
YTD Expense Feb FY17-18	4,410
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,064
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,064

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	replacement hardware	200	1	200
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			200

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	SteveWolfensberger Smart Phone	55	660
2	SteveWolfensberger Data Card	50	600
3	Marvin Valecruz Smart Phone	55	660
4	Marvin Vaelcruz Data Card	50	600
5	Robert Schweri cell phone	38	456
6	Robert Schweri Data Card	50	600
7	Keary Gibson cell Phone	38	456
8	Tim Haley Cell Phone	38	456
9	Electrician cell Phone	38	456
10	Troy Coakley Data Card	50	600
11	Perliss Glenn Owens Smart Phone	55	660
12	William Brinson Smart Phone	55	660
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	572	6,864
		Per Month	

Additional Information / Notes:

PPME - Div 33	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	22,400
Original Budget FY17-18	30,000
Amended Budget FY17-18	30,000
YTD Expense Feb FY17-18	22,550
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	37,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	37,500

	Describe Equipment Maintenance Needed	Est. Expense
1	Generator Repairs 200 units x \$125ea	25,000
2	Transfer Switch Repair 100 units x \$125ea	12,500
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	37,500

PPME - Div 33	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	24,888
Original Budget FY17-18	33,550
Amended Budget FY17-18	33,550
YTD Expense Feb FY17-18	13,030
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	31,485
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	31,485

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	10,540	2.75	28,985

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	1,000	2.50	2,500

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**31,485**

Additional Information / Notes:

Actual Gals Used as of Feb18 = ORD 10,138 and Unleaded 6,674

PPME - Div 33	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	29,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	29,400

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Gloves, Cleaning supplies, tape, Etc.	1	5000	5,000
2	Specialized Electrical Parts	1	9000	9,000
3	multismart	1	8000	8,000
4	SLC 500 PLC	1	5000	5,000
5	MT10ISB Relay	3	800	2,400
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				29,400

Additional Information / Notes:

This increase represents additions to inventory that are extended delivery repair parts. Smaller common items are being phased out and replaced by this type of item. After a history is developed a reduction in operating maintenance categories may be apparent.

PPME - Div 33	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	74,840
Original Budget FY17-18	74,840
Amended Budget FY17-18	74,840
YTD Expense Feb FY17-18	33,560
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	61,823
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	61,823

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	SCADA Radio Maintenance includes tax	1	7,673	7,673
2	Communication equip. Maint & tax	4	8,488	33,950
3	Tegg IR testing Warranty PS002,005,007,047	1	5,000	5,000
4	Annual lease client management	1	5,200	5,200
5	Tegg IR testing Warranty LBTP	2	5,000	10,000
6				
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				61,823

Additional Information / Notes:

Reduction is due to elimination of the SCADA communication equipment contract.
This is now performed by BCWS Electrical Personnel

PPME - Div 33	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	1,135
Original Budget FY17-18	1,135
Amended Budget FY17-18	1,135
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,235
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,235

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	WEF-Steve Wolfensberger	1	\$ 135.00	135
2	Certifications WEASC	10	\$ 60.00	600
3	MASC Electrician Journeyman Cert	4	\$ 100.00	400
4	Biological licenses	2	\$ 50.00	100
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				1,235

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

This GL has been increased to match personel with certifications

PPME - Div 33	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	400
Original Budget FY17-18	400
Amended Budget FY17-18	400
YTD Expense Feb FY17-18	220
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	400

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Binders, Notebooks, Index Tags,data cards,	1	400.00	400
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				400

Additional Information / Notes:

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PPME - Div 33	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	10,500
Original Budget FY17-18	10,500
Amended Budget FY17-18	10,500
YTD Expense Feb FY17-18	2,150
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	10,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	10,500

	Description of Other Prof Services Needed	Est. Expense
1	Technical OEM Assistance	3,000
2	LBTP PLC SCADA Program Changes	3,000
3	LBTP HMI SCADA Program Changes	3,000
4	Google Third Party Calibration	1,500
5		
6		
7		
8		
9		
10		
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13		
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16		
17		
18		
19		
20		
Total Other Professional Services		10,500

Additional Information / Notes:

This section remains consistent due to the ability of the department to handle much of the SCADA and programming issues internaly

PPME - Div 33**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	8,750
Original Budget FY17-18	8,750
Amended Budget FY17-18	8,750
YTD Expense Feb FY17-18	2,410
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	8,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	8,750

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Electrical Glove Tests	20	20.00	400
2	Gasmeter sensor replacement	10	200.00	2,000
3	Cal Gas small	7	200.00	1,400
4	Misc SAFETY ppe	8	400.00	3,200
5	Work boots	14	125.00	1,750
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				8,750

Additional Information / Notes:

No change to this GL is requested

PPME - Div 33	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	3,250
Original Budget FY17-18	3,250
Amended Budget FY17-18	3,250
YTD Expense Feb FY17-18	2,260
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,250
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,250

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc. Power Tools And Attachments	4	350.00	1,400
2	Electrical Meters, test instruments	5	310.00	1,550
3	Misc Hand tools	5	60.00	300
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		14		3,250

Additional Information / Notes:

No change requested

PPME - Div 33	
<u>System Maint-Pump Station Elec</u>	
Actual FY15-16	0
Actual FY16-17	113,500
Original Budget FY17-18	113,500
Amended Budget FY17-18	113,500
YTD Expense Feb FY17-18	72,570
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	116,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	116,000

	Describe System Maintenance Needed	Est. Expense
1	Pump Station Control Repairs 145 units x 350	62,250
2	VFD, RVSS, VFD, Radio, Repair/ replace 100 units x 270	27,000
3	Misc electrical repairs	14,750
4	Probe replacement 10x \$1200	12,000
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
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19		
20		
Total Cost of System Maint. - Pump Station Elec		116,000

Additional Information / Notes:

The number of pump stations is increasing as is the cost of repair. The figure is adjusted from 135 pump stations to 145 and from \$550 each to \$800 each. This is due to increases in parts and delivery along with additional pump stations being added to the system. In addition many of the level sensing probes at the pump stations are in excess of 12 years old. failures of these units must be anticipated.

PPME - Div 33	
<u>System Maint-Plant Elec</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	113,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	113,500

	Describe System Maintenance Needed	Est. Expense
2	Scada System/PLC/Processors/HMI	13,000
3	Motors and Pumps	9,000
4	UV repairs and Maintenance	5,000
5	VFD, Sortstarts, MCC And Controllers	20,500
6	Misc Electrical Wiring, relays, Probes	20,500
7	Transformer and Switchgear	20,500
8	CENTRAL BERKELEY	25,000
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
	Total of Sys. Maint. Plant Elec	113,500

Additional Information / Notes:

No change to this GL is requested

PPME - Div 33	
<u>Tower Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	10,800
Original Budget FY17-18	10,800
Amended Budget FY17-18	10,800
YTD Expense Feb FY17-18	9,270
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	10,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	10,800

	Describe Tower Maintenance Needed	Est. Expense
1	Water Tower Beacons	1,500
2	RT300 Communication Equipment	2,500
3	Tower Inspection and repair	6,800
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of Tower Maintenance		10,800

Additional Information / Notes:

Tower climbing fee remains at \$3400.00 Budget includes one inspection and one repair climb. No additional increases are required. If no repair climb is required the amount will not be encumbered

PPME - Div 33**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	14,019		
Original Budget FY17-18	12,892	Total Registration Fees	8,100
Amended Budget FY17-18	12,892	Total Lodging	3,760
YTD Expense Feb FY17-18	2,770	Total Per Diem	1,018
Est FYE June FY17-18	0	Total Air Travel	750
Proposed Division Budget FY18-19	13,728	Total Taxi/other Travel	100
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	13,728		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

**Total Misc.
Mileage
Reim.**

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate
1			0.56
2			0.56
3			0.56
4			0.56
5			0.56
6			0.56
7			0.56
8			0.56
9			0.56
10			0.56
Total Mileage ----->>			

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	VCC Certifications	Lunch	10	\$10.00	\$ 100.00
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ 100

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	Instrumentation calibration Carotek		
	Location of Course, Seminar, Conf. etc...	Greensboro NC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	1,800	3,600
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	3	\$ 150
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	3	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		No		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:		4,806		

Trip #2	Title of Course, Seminar, Conference etc...	Cummins Onan Generator ATS Training		
	Location of Course, Seminar, Conf. etc...	Charlotte, Atlanta, or Tampa as scheduled		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	1,500	3,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	4	\$ 220
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		No		
List Certification Required:		No		
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:		5,168		

Trip #3	Title of Course, Seminar, Conference etc...		WEFTEC	
	Location of Course, Seminar, Conf. etc...		New Orleans/Chicago TBD	

	<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees	1	1,500	1,500
	<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging	1	4	\$ 275
	<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem	1	4	\$ 51
	<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel	1	\$ 750	750
Taking County or Personal Vehicle?	BCWS		
	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		0.56	
Other (Taxi, Parking, etc...) ----->>>>			100
Is attendance required to obtain or maintain professional certification? (yes / no)			no
List Certification Required:			
Is attendance required as board member of professional organization? (yes/no)			no
TOTAL COSTS:			3,654

PPMM - Div 32
FY18-19

<u>Category</u>	<u>GL Description</u>	<u>GL Code & Cost Cat (if applicable)</u>				<u>FY18-19</u> <u>Original Budget</u>	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>
OE	Cell Phone	20-	57030	CLPHNS100	32 00	\$ 7,381		\$ 7,381	
M&R	Gas & Oil	20-	53450	GASOLS100	32 00	\$ 76,625		\$ 76,625	
OE	Inventory Expense	20-	54501	INVTRS100	32 00	\$ 65,661		\$ 65,661	
OE	Memberships & Dues	20-	57040	MEMBRS100	32 00	\$ 700		\$ 700	
M&R	Odor Control	20-	54100	ODRCNS100	32 00	\$ 200,000		\$ 200,000	
OE	Office Supplies	20-	57020	OFCSPS100	32 00	\$ 500		\$ 500	
M&R	Safety Equipment	20-	53320	SFTEQS100	32 00	\$ 7,474		\$ 7,474	
M&R	Small Tools & Equip	20-	53350	SMTEQS100	32 00	\$ 3,800		\$ 3,800	
M&R	System Maint-Pump Station Mech	20-	54400	SYSMTTPS100	32 00	\$ 279,000		\$ 279,000	
M&R	System Maint-Plant Mech	20-	54350	SYSMTTPS100	32 00	\$ 173,800		\$ 173,800	
OT	Travel & Training	20-	50700	TRAINS100	32 00	\$ 2,452		\$ 2,452	
						\$ 817,393	\$ -	\$ 817,393	\$ -
						Total All	Water	Sewer	Solid Waste
<u>Total By Category</u>									
	Personnel					\$ 861,527			
	Personnel-Overtime					\$ 45,000			
CS	Contractual Services					\$ -	TOTAL O&M	\$ 817,393	
M&R	Maintenance & Repairs					\$ 740,699	TOTAL PERS	\$ 906,527	
OE	Office Expenses					\$ 74,242			
OT	Other Expenses					\$ 2,452			
U	Utilities					\$ -			
<u>TOTAL ALL</u>						\$ 1,723,920			

PPMM - Div 32	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	6,920
Original Budget FY17-18	7,381
Amended Budget FY17-18	7,381
YTD Expense Feb FY17-18	2,900
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,736
Changes to Proposed Budget (Exe. Director)	645
Final Proposed Budget FY18-19	7,381

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Replacement of equipment as needed	1,000	1	1,000
2	Reduced \$1,500 by J.Crepau 4/17/17			
3				
4				
5				-
	Total Estimated Cell Phone Supply Expense			1,000

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Carter Elston	55	660
2	Anthony Williams	68	816
3	On-Call Back up Phone	74	888
4	On-Call Mechanic Phone	31	372
5	Mark Parler Toughbook Hot Spot	40	480
6	Anthony William Toughbook Hot Spot	40	480
7	Donald Flynn	31	372
8	Richard Boughner	31	372
9	Virgil Downing Toughbook Hot Spot	40	480
10	Jake Keoniger cell phone	68	816
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	478	5,736
		Per Month	

Additional Information / Notes:

Additional cell phone for Mr.Williams and Hot spot for on-call computers

PPMM - Div 32	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	68,750
Original Budget FY17-18	79,750
Amended Budget FY17-18	79,750
YTD Expense Feb FY17-18	34,740
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	76,625
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	76,625

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	11,500	2.75	31,625

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	18,000	2.50	45,000

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**76,625**

Additional Information / Notes:

Actual Gals used as of Feb18 = OND 10,138 and Unleaded 6,674

PPMM - Div 32	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	65,661
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	65,661

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	3yr Avg of expenses	1	65661	65,661
2	Tyvek Suits, latex gloves, safety glasses, hard hats			-
3	paper towels, hand sanitizer, dust masks, rubber			-
4	boots, shovels, ear plugs, safety vests etc.			-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				65,661

Additional Information / Notes:

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PPMM - Div 32	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	575
Original Budget FY17-18	700
Amended Budget FY17-18	700
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	700

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	Wastewater Collection System licenses	10	\$ 70.00	700
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				700

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

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PPMM - Div 32	
<u>Odor Control</u>	
Actual FY15-16	0
Actual FY16-17	400,000
Original Budget FY17-18	200,000
Amended Budget FY17-18	200,000
YTD Expense Feb FY17-18	108,840
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	200,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	200,000

	Description of Odor Control Items Needed	# of Items Needed	Estimated Cost of Each Item	Estimated Total Cost
1	Carbon scrubbers at PS001, PS002, PS005 and	1	200,000.00	200,000
2	PS093 and carbon inserts installed in manholes			-
3	near Carnes Cross Roads and Gaillard Road.			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Odor Control Budget				200,000

Additional Information / Notes:

PPMM - Div 32	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	750
Original Budget FY17-18	500
Amended Budget FY17-18	500
YTD Expense Feb FY17-18	30
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Pens, Notebooks, paper, folders	1	500.00	500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				500

Additional Information / Notes:

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PPMM - Div 32**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	8,766
Original Budget FY17-18	7,474
Amended Budget FY17-18	7,474
YTD Expense Feb FY17-18	720
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,474
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,474

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Crane testing and safety equipment	1	5,724.00	5,724
2	Work Boots	14	125.00	1,750
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
	Total Estimated Safety Budget			7,474

Additional Information / Notes:

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PPMM - Div 32	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	4,689
Original Budget FY17-18	3,800
Amended Budget FY17-18	3,800
YTD Expense Feb FY17-18	2,770
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,800

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Sockets, screwdrivers, wrenches, pliers, calipers	1	3,800.00	3,800
2	drills, impact sockets, cordless tools, shovels			-
3	straps, tool boxes			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		3,800

Additional Information / Notes:

PPMM - Div 32	
<u>System Maint-Pump Station Mech</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	279,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	279,000

	Describe System Maintenance Needed	Est. Expense
1	Perform maintenance for appx 135 Pump Stations	279,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. Pump Station-Mech		279,000

Additional Information / Notes:

PPMM - Div 32	
<u>System Maint-Plant Mech</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	173,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	173,800

	Describe System Maintenance Needed	Est. Expense
1	Perform maintenance and repairs to Central, Upper and lower Berkeley Treatment Plants	173,800
2		
3	Valves, Gears, Gear Boxes, Chains, Rotors etc.	
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Plant - Mech		173,800

Additional Information / Notes:

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PPMM - Div 32**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	4,500		
Original Budget FY17-18	2,452	Total Registration Fees	630
Amended Budget FY17-18	2,452	Total Lodging	1,350
YTD Expense Feb FY17-18	260	Total Per Diem	360
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	2,452	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	2,452		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

**Total Misc.
Mileage
Reim.**

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate
1			0.56
2			0.56
3			0.56
4			0.56
5			0.56
6			0.56
7			0.56
8			0.56
9			0.56
10			0.56
Total Mileage ----->>			

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTON FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	SC Environmental Conference		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	210	630
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	3	\$ 150
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		Wastewater Collection System License		
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:		2,452		

SWCol - Div 43
FY18-19

Category GL Description

OE Cell Phone
M&R Equipment Maintenance
M&R Gas & Oil
OE Inventory Expense
OE Office Supplies
M&R Small Tools & Equip
OT Travel & Training

GL Code & Cost Cat (if applicable)

30-	57030	CLPHNSW100	43 00
30-	53240	EQPMTSW100	43 00
30-	53450	GASOLSW100	43 00
30-	54501	INVTRSW100	43 00
30-	57020	OFCSPSW100	43 00
30-	53350	SMTEQSW100	43 00
30-	50700	TRAINSW100	43 00

FY18-19

Original Budget

\$	1,080
\$	3,000
\$	138,375
\$	12,500
\$	3,000
\$	4,100
\$	841

Water

Sewer

Solid Waste

		\$	1,080
		\$	3,000
		\$	138,375
		\$	12,500
		\$	3,000
		\$	4,100
		\$	841

\$	162,896
Total All	

\$	-	\$	-	\$	162,896
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	1,609,674
\$	70,000
\$	-
\$	145,475
\$	16,580
\$	841
\$	-
\$	1,842,570

TOTAL O&M \$ 162,896
TOTAL PERS \$ 1,679,674

SWCol - Div 43	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	780
Original Budget FY17-18	780
Amended Budget FY17-18	780
YTD Expense Feb FY17-18	690
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,080
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,080

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Replacement of lost or broken equipment	300	1	300
2				-
3				-
4				-
5				-
Total Estimated Cell Phone Supply Expense				300

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Kimberly Chernomas	65	780
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		65	780
		Per Month	

Additional Information / Notes:

SWCol - Div 43	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	20
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,000

	Describe Equipment Maintenance Needed	Est. Expense
1	Paint and supplies for Can upkeep	2,000
2	Tune up parts for weed eaters/leaf blowers	1,000
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	3,000

SWCol - Div 43	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	140,625
Original Budget FY17-18	140,625
Amended Budget FY17-18	140,625
YTD Expense Feb FY17-18	65,360
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	138,375
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	138,375

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Pick-up	3,500	2.75	9,625

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
Roll Off Trucks	51,500	2.50	128,750

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**138,375**

Additional Information / Notes:

Actual Gals Used as of Feb18 = ORD 29,808 and Unleaded 1,820

SWCol - Div 43	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	12,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	12,500

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Supplies	1	12,500.00	12,500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				12,500

Additional Information / Notes:

supplies include bleach, toilet paper, paper towels, soap, brooms, dust pans, sponges, hats, visors, etc. for all 9 convenience center sites.

SWCol - Div 43	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	1,540
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,000

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	General Office Supplies	1	3,000.00	3,000
2				-
3	Reduced per M. Wheatly by \$2,000 4/18/17			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
	Total for Office Supplies			3,000

Additional Information / Notes:

Supplies include replacing refridgerators, microwaves, phones etc. for all 9 convenience center sites.

SWCol - Div 43	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	7,300
Original Budget FY17-18	7,300
Amended Budget FY17-18	7,300
YTD Expense Feb FY17-18	6,440
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,100
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,100

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc items purchased at local hardware	1	3,500.00	3,500
2	Portable Pressure Washer	1	600.00	600
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		2		4,100

Additional Information / Notes:

Hardware store items are items that aren't stored in inventory such as keys, door knobs, supplies to repair toilets/sinks etc. at all 9 convenience center sites.

SWCol - Div 43**Travel & Training**

Actual FY15-16	0	
Actual FY16-17	337	
Original Budget FY17-18	337	Total Registration Fees -
Amended Budget FY17-18	337	Total Lodging -
YTD Expense Feb FY17-18	1,070	Total Per Diem -
Est FYE June FY17-18	0	Total Air Travel -
Proposed Division Budget FY18-19	841	Total Taxi/other Travel -
Changes to Proposed Budget (Exe. Director)		
Final Proposed Budget FY18-19	841	

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	Total Misc. Mileage Reim.
1	Travel to Convenience Centers unscheduled	1,500	0.56	840
2			0.56	1
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			841

**SWDis - Div 42
FY18-19**

Category GL Description

OE Advertising
OE Cell Phone
M&R Daily Cover PosiShell
CS Engineering Services
M&R Equipment Rental
CS Fly Over Survey
M&R Gas & Oil
OE Inventory Expense
OT Lab Tests
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OE Permits-Assc Fees
M&R ROC
M&R Safety Equipment
M&R Small Tools & Equip
OT Travel & Training
M&R Erosion Control

GL Code & Cost Cat (if applicable)

30-	57025	ADVTRSW100	42 00
30-	57030	CLPHNSW100	42 00
30-	54955	POSISSYSNTSW100	42 00
30-	52010	ENGSVSW100	42 00
30-	53200	EQPRNSW100	42 00
30-	54958	FLYORSW100	42 00
30-	53450	GASOLSW100	42 00
30-	54501	INVTRSW100	42 00
30-	53550	LABTSSW100	42 00
30-	52000	MNTCTSW100	42 00
30-	57040	MEMBRWSW100	42 00
30-	57020	OFCSPSW100	42 00
30-	57045	OMTFESW100	42 00
30-	54960	ROCBMSW100	42 00
30-	53320	SAFEQSW100	42 00
30-	53350	SMTEQSW100	42 00
30-	50700	TRAINSW100	42 00
30-	54961	ERCONTSW100	42 00

FY18-19

Original Budget

\$	5,625
\$	9,210
\$	525,000
\$	112,000
\$	40,000
\$	25,000
\$	235,750
\$	25,000
\$	53,100
\$	1,700
\$	880
\$	3,500
\$	3,650
\$	150,000
\$	12,038
\$	20,750
\$	17,557
\$	15,000

Water

Sewer

Solid Waste

		\$	5,625
		\$	9,210
		\$	525,000
		\$	112,000
		\$	40,000
		\$	25,000
		\$	235,750
		\$	25,000
		\$	53,100
		\$	1,700
		\$	880
		\$	3,500
		\$	3,650
		\$	150,000
		\$	12,038
		\$	20,750
		\$	17,557
		\$	15,000

\$	1,355,759
Total All	

\$	-	\$	-	\$	1,355,759
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	1,785,821
\$	100,000
\$	138,700
\$	1,098,537
\$	47,865
\$	70,657
\$	-
\$	3,241,580

TOTAL O&M \$ 1,355,759
TOTAL PERS \$ 1,885,821

SWDis - Div 42	
Advertising	
Actual FY15-16	0
Actual FY16-17	5,025
Original Budget FY17-18	5,625
Amended Budget FY17-18	5,625
YTD Expense Feb FY17-18	1,860
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,625
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,625

	Description of Advertisement Needed	# of Ads needed	Cost per Ad	Est. TOTAL Expense
1	Landfill 'Closed for Holiday' Ads	7	375	2,625
2	Misc Classified Notices	4	750	3,000
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
TOTAL ESTIMATED ADVERTISEMENT EXPENSE				5,625

SWDis - Div 42	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	10,320
Original Budget FY17-18	8,760
Amended Budget FY17-18	8,760
YTD Expense Feb FY17-18	3,010
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,210
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,210

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	I-PHONE UP GRADES OR REPLACEMENTS	625	2	1,250
2	I-Phone Deductible	500	5	2,500
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			3,750

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Melissa Wheatley	65	780
2	Alan Roberts	65	780
3	Dianne Riggs	65	780
4	Charlie Lott	65	780
5	William Crosby	65	780
6	James Smart	65	780
7	Charlie Thomas	65	780
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	455	5,460
		Per Month	

Additional Information / Notes:

SWDis - Div 42**Daily Cover PosiShell**

Actual FY15-16	0
Actual FY16-17	425,004
Original Budget FY17-18	425,004
Amended Budget FY17-18	425,004
YTD Expense Feb FY17-18	212,080
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	525,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	525,000

July 18,333.33 in materials 6,800 lease	\$43,750
Aug. 18,333.33 in materials 6,800 lease	\$43,750
Sept. 18,333.33 in materials 6,800 lease	\$43,750
Oct. 18,333.33 in material 6,800 lease	\$43,750
Nov. 18,333.33 in materials 6,800 lease	\$43,750
Dec. 18,333.33 in material 6,800 lease	\$43,750
Jan. 18,333.33 in materials 6,800 lease	\$43,750
Feb. 18,333.33 in materials 6,800 lease	\$43,750
Mar. 18,333.33 in materials 6,800 lease	\$43,750
Apr. 18,333.33 in materials 6,800 lease	\$43,750
May. 18,333.33 in materials 6,800 lease	\$43,750
June. 18,333.33 in material 6,800 lease	\$43,750
Total for Daily Cover Posi-Shell	525,000

Additional Information / Notes:

THIS COVERS MATERIALS AND LEASE FEES ON EQUIPMENT FOR POSI-SHELL APPLICATION. THIS MATERIAL IS USED FOR DAILY COVER ON THE CLASS 3 LANDFILL, AS REQUIRED BY SCDHEC.

SWDis - Div 42**Engineering Services**

Actual FY15-16	0
Actual FY16-17	80,000
Original Budget FY17-18	117,000
Amended Budget FY17-18	117,000
YTD Expense Feb FY17-18	25,270
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	112,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	112,000

	Describe Engineering Services Needed	Est. Expense
1	General Engineering (surveying, etc...)	55,000
2	Clean Air Act Consulting and Reporting	25,000
3	Genearth	10,000
4	Tier 2 Reporting	15,000
5	NPDES Permit	7,000
6		-
7		
8		
9		-
10		-
Total for Engineering Services		112,000

Additional Information / Notes:

Item #2 includes Title V Reports, Annual Compliance Certification, and GHG Mandatory Reporting Rule.

SWDis - Div 42**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	15,000
Original Budget FY17-18	15,000
Amended Budget FY17-18	15,000
YTD Expense Feb FY17-18	9,430
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	40,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	40,000

	Describe Equipment Rental Needed	Est. Expense
1	Misc. Rental	40,000
2		
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
	Total for Equipment Rental	40,000

Additional Information / Notes:

IT IS MORE COST EFFECTIVE TO RENT SPECIALTY PIECES OF EQUIPMENT WHEN NEEDED, SCDHEC RULES REQUIRE US TO HAVE ALL TRASH HANDLING EQUIPMENT UP AND RUNNING OR A REPLACEMENT ON SITE FOR ANYTHING DOWN LONGER THAN 24HOURS.

SWDis - Div 42**Fly Over Survey**

Actual FY15-16	0
Actual FY16-17	25,000
Original Budget FY17-18	25,000
Amended Budget FY17-18	25,000
YTD Expense Feb FY17-18	18,910
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	25,000

Describe Fly Over Services needed	Est. Expense
Annual Flyover Survey	25,000
Total for Fly Over Survey	25,000

Additional Information / Notes:

This is a yearly event that is required by SCDHEC.

<u>SWDis - Div 42</u>	
<u>Gas & Oil</u>	
Actual FY15-16	0
Actual FY16-17	260,750
Original Budget FY17-18	235,750
Amended Budget FY17-18	235,750
YTD Expense Feb FY17-18	135,920
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	235,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	235,750

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Fleet Vehicles	13,000	2.75	35,750

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
Heavy Equipment	80,000	2.50	200,000

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	0	2.50	-

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **235,750**

Additional Information / Notes:

Actual Gals used as of Feb18 = Ultra Low Sulfur Diesel =67,692 (Heavy Equip)
 Actual Gals used as of Feb18 = Unleaded/On Road 7,433 (Fleet)

SWDis - Div 42	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	25,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Supplies	1	25,000	25,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				25,000

Additional Information / Notes:

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SWDis - Div 42	
Lab Tests	
Actual FY15-16	0
Actual FY16-17	40,200
Original Budget FY17-18	38,800
Amended Budget FY17-18	38,800
YTD Expense Feb FY17-18	18,960
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	53,100
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	53,100

	Enter Test Description	# of tests needed	Cost per Test	Est. Total Cost of Lab Testing
1	Monthly Leachate Analysis	13	500	6,500
2	Quarterly Stormwater	4	175	700
3	Annual Stormwater Sampling Event	5	380	1,900
4	Groundwater Sampling and Reporting	2	22,000	44,000
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Lab Testing				53,100

Additional Information / Notes:

The Groundwater Sampling and Reporting consists of the Annual Event and the Semi-Annual Event.

SWDis - Div 42**Maintenance Contracts**

Actual FY15-16	0
Actual FY16-17	1,700
Original Budget FY17-18	1,700
Amended Budget FY17-18	1,700
YTD Expense Feb FY17-18	2,180
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,700

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Portable Toilet on MSW Hill	12	100	1,200
2	Yearly Maintenance Fees	5	100	500
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				1,700

Additional Information / Notes:

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<u>SWDis - Div 42</u>	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	2,640
Original Budget FY17-18	2,200
Amended Budget FY17-18	2,200
YTD Expense Feb FY17-18	470
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	880
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	880

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SWANA	4	\$ 220.00	880
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			880

	<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

Complimentary subscriptions include: Erosion Control, Renewable Energy, Pollution Equipment News, Industrial Hygiene News, Air Pollution Control, Recycling Today. SWANA memberships for Environmental Coordinator and Recycling have been moved to their budgets.

SWDis - Div 42	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	5,000
Original Budget FY17-18	3,500
Amended Budget FY17-18	3,500
YTD Expense Feb FY17-18	1,550
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	General Office Supplies / Print Material	1	3,500.00	3,500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				3,500

Additional Information / Notes:

Pens, markers, folders, binders, notebooks, calendars, paper clips, storage containers for record keeping etc.

SWDis - Div 42**Permits-Assc Fees**

Actual FY15-16	0
Actual FY16-17	3,350
Original Budget FY17-18	3,650
Amended Budget FY17-18	3,650
YTD Expense Feb FY17-18	1,080
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,650
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,650

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	NPDES PERMIT	1	150.00	150
2	BERKELEY COUNTY TAXES 2017	1	1,700.00	1,700
3	SCDHEC ANNUAL FEES	3	600.00	1,800
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				3,650

Additional Information / Notes:

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<u>SWDis - Div 42</u>	
<u>ROC</u>	
Actual FY15-16	0
Actual FY16-17	150,000
Original Budget FY17-18	150,000
Amended Budget FY17-18	150,000
YTD Expense Feb FY17-18	85,750
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	150,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	150,000

Describe use for ROC	Est. Expense
ROC	\$150,000.00
Total Estimated Cost Of ROC	150,000

Additional Information / Notes:

Rock is a vital part of our ability to manage traffic in and out of the landfill. This also cuts down on residential and hauler complaints regarding vehicle mishaps, as well as cuts down on our own equipment maintenance. We are no longer getting broken concrete like we have in the past.

SWDis - Div 42**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	9,375
Original Budget FY17-18	12,038
Amended Budget FY17-18	12,038
YTD Expense Feb FY17-18	3,300
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	12,038
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	12,038

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	75	125.00	9,375
2	Safety Jackets (New & Replacements)	30	45.00	1,350
3	Safety Shirts (New & Replacements)	75	17.50	1,313
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				12,038

Additional Information / Notes:

THIS INCLUDES BOOTS, JACKETS, AND SHIRTS FOR EMPLOYEES IN BOTH DISPOSAL AND COLLECTIONS.

SWDis - Div 42	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	19,925
Original Budget FY17-18	22,400
Amended Budget FY17-18	22,400
YTD Expense Feb FY17-18	15,700
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	20,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	20,750

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc Tools & Hardware	1	15,000.00	15,000
2	New Hand Held Radios	6	825.00	4,950
3	Lapel Mics	4	200.00	800
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		11		20,750

Additional Information / Notes:

Radio's are an important part of our communication on the landfill and through out the county. These radio's are replacements for old and outdated ones that are no longer available or serviceable. We will need to replace all radios by the end FY18-19. The misc tools and equipment includes trailers, weed eaters, blowers, hoses for hydrants, generators, power tools, locks, keys, litter fencing etc.

SWDis - Div 42**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	19,508		
Original Budget FY17-18	19,717	Total Registration Fees	6,780
Amended Budget FY17-18	19,717	Total Lodging	7,270
YTD Expense Feb FY17-18	8,130	Total Per Diem	2,088
Est FYE June FY17-18	0	Total Air Travel	1,050
Proposed Division Budget FY18-19	17,557	Total Taxi/other Travel	60
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	17,557		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	1
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			1

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	SCDHEC Fall Class III Manager's Class		
	Location of Course, Seminar, Conf. etc...	Columbia, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	400	1,200
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	3	\$ 120
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	SCDHEC Class III Manager of Landfill Operations		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				2,872

Trip #2	Title of Course, Seminar, Conference etc...	SCDHEC Class III Supervisor's Class		
	Location of Course, Seminar, Conf. etc...	Columbia, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	400	1,200
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	3	\$ 120
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
	Taking County or Personal Vehicle?	personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		200	0.56	112
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	SCDHEC Class III Supervisor's Certification		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				2,872

Trip #3	Title of Course, Seminar, Conference etc...	Pawleys Island Spring SWANA Conference		
	Location of Course, Seminar, Conf. etc...	Pawleys Island, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	200	600
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	3	\$ 140
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?		Yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		150	0.56	84
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		Manager and Supervisor Class III Certification		
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:				2,424

Trip #4	Title of Course, Seminar, Conference etc...	SWANA WASTE-CON CONFERENCE		
	Location of Course, Seminar, Conf. etc...	Nashville TN.		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	1,000	2,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	4	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		2	\$ 525	1,050
Taking County or Personal Vehicle?		No		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		Swana MOLO / Manager of Landfill Operations		
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:				5,058

Trip #5	Title of Course, Seminar, Conference etc...	CEPSCI		
	Location of Course, Seminar, Conf. etc...	COLUMBIA, SC.		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		3	360	1,080
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	2	\$ 175
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	2	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	-
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		YES		
List Certification Required:		Certified Erosion and Sediment Control Inspector		
Is attendance required as board member of professional organization? (yes/no)		NO		
TOTAL COSTS:		2,370		

Trip #6	Title of Course, Seminar, Conference etc...	CAPCA		
	Location of Course, Seminar, Conf. etc...	Asheville, NC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	350	700
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	3	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	3	
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?		Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	-
Other (Taxi, Parking, etc...) ----->>>>				60
Is attendance required to obtain or maintain professional certification? (yes / no)		YES		
List Certification Required:		DHEC and National MOLO		
Is attendance required as board member of professional organization? (yes/no)		NO		
TOTAL COSTS:		1,960		

<u>SWDis - Div 42</u>	
<u>Yard Waste G&D</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	100,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	100,000

	Yard Waste G&D	Est. Expense
Jul-17	Yard Waste Grinding / Reduction	\$8,333.33
Aug-17	Yard Waste Grinding / Reduction	\$8,333.33
Sep-17	Yard Waste Grinding / Reduction	\$8,333.33
Oct-17	Yard Waste Grinding / Reduction	\$8,333.33
Nov-17	Yard Waste Grinding / Reduction	\$8,333.33
Dec-17	Yard Waste Grinding / Reduction	\$8,333.33
Jan-18	Yard Waste Grinding / Reduction	\$8,333.33
Feb-18	Yard Waste Grinding / Reduction	\$8,333.33
Mar-18	Yard Waste Grinding / Reduction	\$8,333.33
Apr-18	Yard Waste Grinding / Reduction	\$8,333.33
May-18	Yard Waste Grinding / Reduction	\$8,333.33
Jun-18	Yard Waste Grinding / Reduction	\$8,333.33
Total for Yard Waste G&D		100,000

Additional Information / Notes:

Per DHEC regulations, we are required to reduce our volume of yard debris by 75% each year. Grinding the debris will confirm this and will also save us valuable air space in our Class 1 Landfill.

<u>SWDis - Div 42</u>	
<u>Erosion Control</u>	
Actual FY15-16	0
Actual FY16-17	15,000
Original Budget FY17-18	15,000
Amended Budget FY17-18	15,000
YTD Expense Feb FY17-18	9,430
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	15,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,000

Silt fence and associated materials	2,000
Rip-Rap	6,000
Hay bails/Erosion booms	1,500
Erosion Fabric	500
Hydro Seed & Fiber Bails	5,000
TOTAL	15,000

Additional Information / Notes:

THIS MATERIAL IS NEEDED TO STOP EROSION AND PREVENT SEDIMENT RUN OFF.

SWLFG - Div 45
FY18-19

Category GL Description

OE Cell Phone
CS Engineering Services
M&R Equipment Maintenance
M&R Gas & Oil
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OT Travel & Training

GL Code & Cost Cat (if applicable)

30-	57030	CLPHNSW100	45 00
30-	52010	ENGSVSW100	45 00
30-	53240	EQPMTSW100	45 00
30-	53450	GASOLSW100	45 00
30-	54501	INVTRSW100	45 00
30-	52000	MNTCTSW100	45 00
30-	57040	MEMBRWSW100	45 00
30-	50700	TRAINSWSW100	45 00

FY18-19**Original Budget**

\$	780
\$	46,000
\$	38,800
\$	2,063
\$	1,000
\$	22,000
\$	220
\$	3,223

Water**Sewer****Solid Waste**

		\$	780
		\$	46,000
		\$	38,800
		\$	2,063
		\$	1,000
		\$	22,000
		\$	220
		\$	3,223

\$	114,086
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Total All

\$	-	\$	-	\$	114,086
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Water	Sewer	Solid Waste
-------	-------	-------------

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	92,010
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\$	-
----	---

\$	68,000
----	--------

\$	40,863
----	--------

\$	2,000
----	-------

\$	3,223
----	-------

\$	-
----	---

\$	206,096
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TOTAL O&M	\$	114,086
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TOTAL PERS	\$	92,010
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SWLFG - Div 45	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	780
Original Budget FY17-18	780
Amended Budget FY17-18	780
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	780
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	780

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1				-
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			-

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Solid Waste Environmental Coordinator	65	780
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	65	780
		Per Month	

Additional Information / Notes:

SWLFG - Div 45**Engineering Services**

Actual FY15-16	0
Actual FY16-17	46,000
Original Budget FY17-18	46,000
Amended Budget FY17-18	46,000
YTD Expense Feb FY17-18	5,950
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	46,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	46,000

	Describe Engineering Services Needed	Est. Expense
1	SCS Engineers (PEI, Thomas and Hutton, Cornerstone)	40,000
2	LandTec (BIOGAS 3000 Semiannual Calibration)	4,000
3	Elkins Earthworks (Envision Calibration and Shipping)	2,000
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Engineering Services		46,000

Additional Information / Notes:

Equipment models and companies have been changed due to new fixed gas analyzer and portable gas analyzer being purchased in FY 2017-2018. Prices for calibrations remain the same.

SWLFG - Div 45	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	33,300
Original Budget FY17-18	61,800
Amended Budget FY17-18	61,800
YTD Expense Feb FY17-18	31,130
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	38,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	38,800

	Describe Equipment Maintenance Needed	Est. Expense
1	2inch SDR-11 HDPE Pipe	1,200
2	2inch SDR-9 HDPE Pipe	1,200
3	4inch SDR-17 HDPE Pipe	1,200
4	6inch Schedule 80 PVC Pipe	2,200
5	Valves and Pumps	15,000
6	Propane, Calibration gas for 2 gas analyzers	1,000
7	Well Heads	2,000
8	Misc. Items for Coll. System, Air comp, Flare	3,000
9	Kanaflex hosing and clamps	4,000
10	Small Tools for Maintenance	3,000
11	Air regulators	5,000
	Total Equipment Maintenance Needed	38,800

SWLFG - Div 45	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	2,063
Original Budget FY17-18	2,063
Amended Budget FY17-18	2,063
YTD Expense Feb FY17-18	250
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,063
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,063

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
VE-122 (5,000 Miles/year)	750	2.75	2,063

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **2,063**

Additional Information / Notes:

Instead of assuming the more accurate 4,000 miles per year, I decided to keep it at 5,000 miles per year to account for fuel to be used to operate the John Deere Gator, generator and air compressor used when performing maintenance on LFG wells.

JAC 02MAR18-These figures are ok. Actual gals used as of Feb18=182

SWLFG - Div 45	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Gloves, Hard hat, Rain Gear, ETC.	1	1000	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				1,000

Additional Information / Notes:

No changes were made in this budget account.

SWLFG - Div 45	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	12,000
Original Budget FY17-18	22,000
Amended Budget FY17-18	22,000
YTD Expense Feb FY17-18	9,420
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	22,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	22,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Ingersoll Rand Maintenance Contract	4	3,000	12,000
2	Perennial Flare Maintenance Contract	1	10,000	10,000
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				22,000

Additional Information / Notes:

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SWLFG - Div 45	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	220
Original Budget FY17-18	220
Amended Budget FY17-18	220
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	220
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	220

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	SWANA Membership renewal	1	\$ 220.00	220
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				220

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

SWLFG - Div 45**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	3,868		
Original Budget FY17-18	3,394	Total Registration Fees	750
Amended Budget FY17-18	3,394	Total Lodging	1,290
YTD Expense Feb FY17-18	2,010	Total Per Diem	1,004
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	3,223	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	3,223		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

**Total Misc.
Mileage
Reim.**

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate
1			0.56
2			0.56
3			0.56
4			0.56
5			0.56
6			0.56
7			0.56
8			0.56
9			0.56
10			0.56
Total Mileage ----->>			

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	CAPCA		
	Location of Course, Seminar, Conf. etc...	Asheville, NC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	350	350
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	3	\$ 250
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 200
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
	Taking County or Personal Vehicle?	Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		320	0.56	179
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	National/State Manager of Landfill Operation's Certification		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				2,079

Trip #2	Title of Course, Seminar, Conference etc...	SWANA Spring Conference		
	Location of Course, Seminar, Conf. etc...	Pawley's Island, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	400	400
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	3	\$ 180
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel			\$ -	-
	Taking County or Personal Vehicle?			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	MOLO Certification		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				1,144

SWRec-Div 41
FY18-19

Category GL Description

GL Code & Cost Cat (if applicable)

FY18-19

Original Budget

Water

Sewer

Solid Waste

OE Advertising
OE Cell Phone
M&R Gas & Oil
OT Grant-Solid Waste
OT Grant-Used Oil Recycling
OE Inventory Expense
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OE Printing & Binding
M&R Small Tools & Equip
OT Tire Recycling
OT Travel & Training
M&R Grant-Waste Tire
OT Grant-Adopt A Hwy
OT Grant-Keep BC

30-	57025	ADVTRSW100	41 00
30-	57030	CLPHNSW100	41 00
30-	53450	GASOLSW100	41 00
30-	51112	GRANTSW100	41 00
30-	51112	GRANTOILSW100	41 00
30-	54501	INVTRSW100	41 00
30-	57040	MEMBRWSW100	41 00
30-	57020	OFCSPSW100	41 00
30-	52090	OTRPSSW100	41 00
30-	57015	PRINTSW100	41 00
30-	53350	SMTEQSW100	41 00
30-	52100	TIRERSW100	41 00
30-	50700	TRAINSW100	41 00
30-	51112	GRANTTIRE	51 00
30-	51112	GRANTADOPT	55 00
30-	51112	GRANTKEEPBC	56 00

\$	12,000
\$	780
\$	1,925
\$	-
\$	15,150
\$	1,000
\$	620
\$	2,000
\$	198,500
\$	700
\$	1,000
\$	175,000
\$	3,593
\$	4,750
\$	-
\$	15,000

		\$	12,000
		\$	780
		\$	1,925
		\$	-
		\$	15,150
		\$	1,000
		\$	620
		\$	2,000
		\$	198,500
		\$	700
		\$	1,000
		\$	175,000
		\$	3,593
		\$	4,750
		\$	-
		\$	15,000

\$	432,018
Total All	

\$	-	\$	-	\$	432,018
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	93,407
\$	-
\$	-
\$	7,675
\$	17,100
\$	407,243
\$	-
\$	525,425

TOTAL O&M \$ 432,018
TOTAL PERS \$ 93,407

SWRec-Div 41	
Advertising	
Actual FY15-16	0
Actual FY16-17	12,000
Original Budget FY17-18	12,000
Amended Budget FY17-18	12,000
YTD Expense Feb FY17-18	7,430
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	12,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	12,000

	Description of Advertisement Needed	# of Ads needed	Cost per Ad	Est. TOTAL Expense
1	Radio, On-line, and TV Ads	9	1,000	9,000
2	Santee Cooper Festival of Lights Sponsor	1	3,000	3,000
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
TOTAL ESTIMATED ADVERTISEMENT EXPENSE				12,000

SWRec-Div 41	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	720
Original Budget FY17-18	780
Amended Budget FY17-18	780
YTD Expense Feb FY17-18	380
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	780
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	780

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1				-
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			-

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Sarah McCarthy Smith	65	780
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	65	780
		Per Month	

Additional Information / Notes:

SWRec-Div 41	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	1,375
Original Budget FY17-18	1,925
Amended Budget FY17-18	1,925
YTD Expense Feb FY17-18	730
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,925
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,925

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Pick-Up	700	2.75	1,925

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **1,925**

Additional Information / Notes:

The increase is due to weekly recycle container checks.
JAC 02MAR18 - This figure is ok as actual gals used as of Feb18 = 386

<u>SWRec-Div 41</u>	
<u>Grant-Solid Waste</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	7,070
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	-
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	-

	Solid Waste Grant	Est. Expense
1		
2		
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Solid Waste Grant		-

Additional Information / Notes:

Subject to change per SCDHEC.

<u>SWRec-Div 41</u>	
<u>Grant-Used Oil Recycling</u>	
Actual FY15-16	0
Actual FY16-17	16,150
Original Budget FY17-18	16,150
Amended Budget FY17-18	16,150
YTD Expense Feb FY17-18	10,430
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	15,150
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,150

	Grant-Used Oil Recycling	Est. Expense
1	Public Education - radio, billboards, TV	4,000
2	Diversified Recycling (Oil Filter Recycling)	2,100
3	Travel & Training (Paid for by grant)	750
4	DIY Oil Drain Pans and Funnels	8,300
5		-
6		-
7		
8		
9		-
10		-
	Total for Used Oil Recycling Grant Activity	15,150

Additional Information / Notes:

Subject to change per SCDHEC.

SWRec-Div 41	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	1,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Supplies - for Events	1	1000	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				1,000

Additional Information / Notes:

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SWRec-Div 41	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	600
Original Budget FY17-18	620
Amended Budget FY17-18	620
YTD Expense Feb FY17-18	390
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	620
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	620

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	Solid Waste Association of North America (SWANA)	1	\$ 220.00	220
2	Carolina Recycling Association (CRA)	1	\$ 400.00	400
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				620

<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

MAGAZINES ARE ON THE SW DISPOSAL BUDGET

SWRec-Div 41	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	2,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	360
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Misc Office Supplies	1	2,000.00	2,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				2,000

Additional Information / Notes:

Recycling laminates or makes stencil signs for the recycling, AAH, landfill, and convenience centers. In addition, recycling mails out the SCDHEC Annual Report and the AAH Luncheon invitations. SCDHEC reports/grants are mailed at various times of the year.

SWRec-Div 41	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	34,500
Original Budget FY17-18	210,500
Amended Budget FY17-18	210,500
YTD Expense Feb FY17-18	75,130
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	198,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	198,500

	Description of Other Prof Services Needed	Est. Expense
1	Promotional items for recycling - pens, pencils, shopping bags, deskside recycle bins.	10,000
2	Antifreeze disposal/recycling	1,000
3	Beach Sweep / River Sweep supplies	500
4	Paint and Supplies for Recycling Containers	2,000
5	Shrink Wrap for E-scrap Recycling	10,000
6	E-Scrap	170,000
7	Adopt-A-Highway Luncheon	5,000
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		198,500

Additional Information / Notes:

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SWRec-Div 41**Printing & Binding**

Actual FY15-16	0
Actual FY16-17	700
Original Budget FY17-18	700
Amended Budget FY17-18	700
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	700

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Brochure Printing	7	100.00	700
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Printing & Binding Cost				700

Additional Information / Notes:

SWRec-Div 41	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	1,000
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc Tools	1	1,000.00	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		1,000

Additional Information / Notes:

Small tools are needed for recycling/AAH events as needed for the truck, the event set-up, and current small tools & equipment replacement if required.

SWRec-Div 41**Tire Recycling**

Actual FY15-16	0
Actual FY16-17	66,000
Original Budget FY17-18	95,000
Amended Budget FY17-18	95,000
YTD Expense Feb FY17-18	75,270
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	175,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	175,000

Describe Tire Recycling Needed	Est. Expense
New contract is estimated to cost \$7,916/mth	175,000
Total Cost of Tire Recycling	175,000

Additional Information / Notes:

This is a significant increase over last years budget of \$95,000 due to the large amount of tires at the landfill at \$150 per ton and \$544.00 per trip.

SWRec-Div 41**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	0		
Original Budget FY17-18	0	Total Registration Fees	925
Amended Budget FY17-18	0	Total Lodging	1,370
YTD Expense Feb FY17-18	0	Total Per Diem	1,074
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	3,593	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	3,593		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	Legislative Recycling Day - Columbia	Lunch	1	\$10.00	\$ 10.00
2	SCDHEC Recycling Professional Meetings/ Recycling Events	Lunch	10	\$10.00	\$ 100.00
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ 110

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	Carolina Recycling Association Conference		
	Location of Course, Seminar, Conf. etc...	Myrtle Beach, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	350	350
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 150
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	Personal		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		250	0.56	140
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	YES		
	List Certification Required:	Certified South Carolina Recycling Professional		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				1,294

Trip #2	Title of Course, Seminar, Conference etc...	SWANA Spring Conference		
	Location of Course, Seminar, Conf. etc...	Pawley's Island, SC		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	175	175
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	3	\$ 140
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	Yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		150	0.56	84
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	SWANA MOLO (Class III Landfill Manager)		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				839

Trip #3 Title of Course, Seminar, Conference etc...
Location of Course, Seminar, Conf. etc...

Keep South Carolina Beautiful Conference
Myrtle Beach, SC

	<i>Number Attending</i>	<i>Cost per Person</i>	<u>TOTALS</u>
Registration Fees	1	400	400
	<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging	1	2	\$ 175
	<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem	1	3	\$ 200
	<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel			-
Taking County or Personal Vehicle?	County		
	<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		0.56	
Other (Taxi, Parking, etc...) ----->>>>			

Is attendance required to obtain or maintain professional certification? (yes / no)	Yes
List Certification Required:	Keep America Beautiful Affiliation Requirement
Is attendance required as board member of professional organization? (yes/no)	No

TOTAL COSTS:	1,350
---------------------	-------

SWRec-Div 41**Grant-Waste Tire**

Actual FY15-16	0
Actual FY16-17	16,150
Original Budget FY17-18	16,150
Amended Budget FY17-18	16,150
YTD Expense Feb FY17-18	10,430
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,750

	Waste Tire Grant	Est. Expense
Jul-09	Public Education - radio, billboards, TV	4,000
Aug-09	Professional Development	750
Sep-09		
Oct-09		
Nov-09		
Dec-09		
Jan-10		
Feb-10		
Mar-10		
Apr-10		
May-10		
Jun-10		
Total for Waste Tire Grant		4,750

Additional Information / Notes:

Subject to change per SCDHEC.

<u>SWRec-Div 41</u>	
<u>Grant-Adopt A Hwy</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	-
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	-

TOTAL -

Additional Information / Notes:

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<u>SWRec-Div 41</u>	
<u>Grant-Keep BC</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	15,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	15,000

Keep Berkeley Beautiful (KBB)	
KBB Supplies (Office and Program)	2,000
KBB Projects	4,900
KBB Operating Expenses (postage, copying, and printing)	1,000
KBB Travel (to attend training at state, KAB mid-year and/or national conferences)	1,000
KBB Annual Affiliate Fee	500
KBB Director and Officer Insurance	600
KBB Miscellaneous Expenses	5,000
TOTAL	15,000

Additional Information / Notes:

\$10,000 of the \$15,000 is expected to be refunded by a yearly Palmetto Pride Grant Stipend.

**SWScale - Div 44
FY18-19**

Category GL Description

OE Cell Phone
M&R Gas & Oil
OE IT Equip - UNDER \$5,000
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OT Travel & Training

GL Code & Cost Cat (if applicable)

30-	57030	CLPHNSW100	44 00
30-	53450	GASOLSW100	44 00
30-	57021	ITU5KSW100	44 00
30-	54501	INVTRSW100	44 00
30-	52000	MNTCTSW100	44 00
30-	57040	MEMBRWSW100	44 00
30-	57020	OFCSPSW100	44 00
30-	52090	OTRPSSW100	44 00
30-	50700	TRAINSW100	44 00

FY18-19

Original Budget

\$	1,084
\$	1,513
\$	8,500
\$	2,000
\$	7,500
\$	220
\$	2,000
\$	2,617
\$	100

Water

Sewer

Solid Waste

		\$	1,084
		\$	1,513
		\$	8,500
		\$	2,000
		\$	7,500
		\$	220
		\$	2,000
		\$	2,617
		\$	100

\$	25,534
Total All	

\$	-	\$	-	\$	25,534
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	381,599
\$	1,800
\$	7,500
\$	1,513
\$	13,804
\$	2,717
\$	-
\$	408,932

TOTAL O&M \$ 25,534
TOTAL PERS \$ 383,399

SWScale - Div 44	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	875
Original Budget FY17-18	1,084
Amended Budget FY17-18	1,084
YTD Expense Feb FY17-18	450
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,084
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,084

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Accessories, covers, chargers	100	1	100
2				-
3				-
4				-
5				-
Total Estimated Cell Phone Supply Expense				100

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Alicia Jaworski	82	984
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		82	984
		Per Month	

Additional Information / Notes:

<u>SWScale - Div 44</u>	
<u>Gas & Oil</u>	
Actual FY15-16	0
Actual FY16-17	685
Original Budget FY17-18	1,375
Amended Budget FY17-18	1,375
YTD Expense Feb FY17-18	520
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,513
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,513

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Sedan	550	2.75	1,513

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
		2.50	

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **1,513**

Additional Information / Notes:

Actual Gals used as of Feb18 = unleaded 263

SWScale - Div 44	
<u>IT Equip - UNDER \$5,000</u>	
Actual FY15-16	0
Actual FY16-17	2,240
Original Budget FY17-18	8,500
Amended Budget FY17-18	8,500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	8,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	8,500

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Computer parts &/or Service for PC Scale/ displays and monitors for back scalehouse during heavy storm season with lightening	1	7000	7,000
2	Toner and cartridges for independent printers	10	150	1,500
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				8,500

Additional Information / Notes:

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SWScale - Div 44	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	<input type="text"/>
Final Proposed Budget FY18-19	2,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc Inventory Supplies	1	2000	2,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				2,000

Additional Information / Notes:

<u>SWScale - Div 44</u>	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	7,565
Original Budget FY17-18	7,500
Amended Budget FY17-18	7,500
YTD Expense Feb FY17-18	790
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,500

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Sisson Scales	1	6,300	6,300
2				-
3	Printer Maintenance	2	600	1,200
4				-
5				
6				
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				7,500

Additional Information / Notes:

<u>SWScale - Div 44</u>	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	215
Original Budget FY17-18	220
Amended Budget FY17-18	220
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	220
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	220

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	Dues/Membership to SWANA (1)	1	\$ 220.00	220
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL MEMBERSHIP DUES				220

<u>SUBSCRIPTIONS</u> <i>(MAGAZINES, TRAINING MATERIALS ETC...)</i>		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

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SWScale - Div 44	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	385
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	1,040
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Misc Office Supplies	1	2,000.00	2,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				2,000

Additional Information / Notes:

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<u>SWScale - Div 44</u>	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	2,617
Amended Budget FY17-18	2,617
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,617
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,617

	Description of Other Prof Services Needed	Est. Expense
1	PC scale technicians to install or fix issues at the scale houses	2,617
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		2,617

Additional Information / Notes:

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SWScale - Div 44**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	40		
Original Budget FY17-18	100	Total Registration Fees	-
Amended Budget FY17-18	100	Total Lodging	-
YTD Expense Feb FY17-18	0	Total Per Diem	100
Est FYE June FY17-18	0	Total Air Travel	-
Proposed Division Budget FY18-19	100	Total Taxi/other Travel	-
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	100		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1		0	0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
	Total Mileage ----->>			-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1	Local training classes	Lunch	10	\$10.00	\$ 100.00
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
	Total Estimated Misc. Per Diem for Day Trips ----->>				\$ 100

**TP-CB - Div 30-03
FY18-19**

Category GL Description

GL Code & Cost Cat (if applicable)

FY18-19

Original Budget

Water

Sewer

Solid Waste

OE Cell Phone
M&R Equipment Rental
M&R Gas & Oil
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OE Permits-Assc Fees
M&R Safety Equipment
M&R Small Tools & Equip
M&R System Maint-Chem Plant
M&R System Maint-Treatment Plant

20-	57030	CLPHNS100	30 03
20-	53200	EQPRNS100	30 03
20-	53450	GASOLS100	30 03
20-	54501	INVTRS100	30 03
20-	52000	MNTCTS100	30 03
20-	57040	MEMRS100	30 03
20-	57020	OFCSPS100	30 03
20-	52090	OTRPSS100	30 03
20-	57045	PMTFES100	30 03
20-	53320	SFTEQS100	30 03
20-	53350	SMTEQS100	30 03
20-	54100	SYSMTCHEMS100	30 03
20-	54350	SYSMTTPS100	30 03

\$	1,720
\$	2,000
\$	8,250
\$	32,180
\$	6,350
\$	160
\$	500
\$	2,000
\$	3,500
\$	2,150
\$	2,700
\$	43,700
\$	6,000

	\$	1,720	
	\$	2,000	
	\$	8,250	
	\$	32,180	
	\$	6,350	
	\$	160	
	\$	500	
	\$	2,000	
	\$	3,500	
	\$	2,150	
	\$	2,700	
	\$	43,700	
	\$	6,000	

\$	111,210
Total All	

\$	-	\$	111,210	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	-
\$	-
\$	6,350
\$	64,800
\$	38,060
\$	2,000
\$	-
\$	111,210

TOTAL O&M \$ 111,210
TOTAL PERS \$ -

TP-CB - Div 30-03	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	3,600
Original Budget FY17-18	3,350
Amended Budget FY17-18	3,350
YTD Expense Feb FY17-18	1,970
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,720
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,720

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Phone case replacements	50	1	50
2	Car and Base charger replacements	50	1	50
3				-
4				-
5				-
Total Estimated Cell Phone Supply Expense				100

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Richard Kollman	90	1,080
2	Michael Rice	45	540
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		135	1,620
		Per Month	

Additional Information / Notes:

TP-CB - Div 30-03**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Describe Equipment Rental Needed	Est. Expense
1	Pump(s) and hoses for annual tank cleaning	2,000
2		
3		
4		
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		2,000

Additional Information / Notes:

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TP-CB - Div 30-03	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	4,125
Original Budget FY17-18	8,250
Amended Budget FY17-18	8,250
YTD Expense Feb FY17-18	4,680
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	8,250
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	8,250

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	3,000	2.75	8,250
Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	0	2.50	-
Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	0	2.50	-
Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	
Total for Gas & Oil			8,250

Additional Information / Notes:

This is the estimated gas use for covering Central Berkeley satellite plant including Vehicles, lawnmowers, weed eaters and pumps.

TP-CB - Div 30-03	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	32,180
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	32,180

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Gloves, hats, paper towels, yard tools, poles, batteries, cleaning supplies, paints, poisons, rags, toiletries, plates, napkins, soaps, eating utensils, trashbags, tags, locks, flashlights, lightbulbs, straws, air conditioner filters, ect...	1	3500	3,500
2	UV Bulbs (144 bulbs in operation)	60	303	18,180
3	Quartz Sleeves	10	150	1,500
4	Ballasts	20	450	9,000
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				32,180

Additional Information / Notes:

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TP-CB - Div 30-03	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	10,050
Original Budget FY17-18	6,350
Amended Budget FY17-18	6,350
YTD Expense Feb FY17-18	1,030
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,350
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,350

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	WeirWolf -Ford-Hall	1	3,500	3,500
2	Dumpster disposal (Central & Upper)	12	150	1,800
3	Terminx	4	175	700
4	Bessingers Backflow	1	350	350
5				-
6				
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				6,350

Additional Information / Notes:

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TP-CB - Div 30-03**Memberships & Dues**

Actual FY15-16	0
Actual FY16-17	160
Original Budget FY17-18	160
Amended Budget FY17-18	160
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	160
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	160

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	WEASC	4	\$ 40.00	160
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			160

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

TP-CB - Div 30-03	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	1,500
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	30
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Paper, pens, ink, dryerase boards w/ pens & erasers, bulletin boards, small furniture, rulers, tape, staples, notebooks and notepads, binders, paperclips, bundle clips, stick pins, monitor/screen cleaning wipes, tablets	1	500.00	500
2				-
3	Reduced \$500 per J. Crepeau 2/14/18			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
	Total for Office Supplies			500

Additional Information / Notes:

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TP-CB - Div 30-03	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	6,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Description of Other Prof Services Needed	Est. Expense
1	Digester tank maintenance	2,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		2,000

Additional Information / Notes:

TP-CB - Div 30-03	
<u>Permits-Assc Fees</u>	
Actual FY15-16	0
Actual FY16-17	3,500
Original Budget FY17-18	3,500
Amended Budget FY17-18	3,500
YTD Expense Feb FY17-18	2,130
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,500

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	Operating Permit (based on last years' fee)	1	3,500.00	3,500
2	(NPDES-National Pollutant Discharge Elimination System)			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				3,500

Additional Information / Notes:

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TP-CB - Div 30-03	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	4,050
Original Budget FY17-18	2,550
Amended Budget FY17-18	2,550
YTD Expense Feb FY17-18	270
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,150
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,150

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Harnesses, lanyards	1	400.00	400
2	Chemical handling materials	25	50.00	1,250
3	Work Boots	4	125.00	500
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				2,150

Additional Information / Notes:

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TP-CB - Div 30-03	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	3,500
Original Budget FY17-18	2,700
Amended Budget FY17-18	2,700
YTD Expense Feb FY17-18	1,840
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,700

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	vise grip pliers, vise, workbenches, shovels, rakes, weed trimmer parts, etc.	1	1,000.00	1,000
2	Brushes for clarifiers - (Full Set)	2	850.00	1,700
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		3		2,700

Additional Information / Notes:

Items needed for new plant shop so most minor repairs can be done on site by BCWS employees.

TP-CB - Div 30-03	
<u>System Maint-Chem Plant</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	43,700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	43,700

	Describe System Maintenance Needed	Est. Expense
1	Weed control chemicals	2,500
2	HTH (Calcium Hypochlorite)	3,200
3	Polymer (coagulant aid for dewatering)	38,000
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Chem		43,700

Additional Information / Notes:

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TP-CB - Div 30-03	
<u>System Maint-Treatment Plant</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	6,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	6,000

	Describe System Maintenance Needed	Est. Expense
1	Equipment repairs to dewatering equipment,	6,000
2	gear drives, screens, mixers and others as	
3	needed.	
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Treatment Plant		6,000

Additional Information / Notes:

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**TP-LB - Div 30-01
FY18-19**

Category GL Description

GL Code & Cost Cat (if applicable)

FY18-19

Original Budget

Water

Sewer

Solid Waste

OE Cell Phone
M&R Equipment Rental
M&R Gas & Oil
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OE Permits-Assc Fees
M&R Safety Equipment
M&R Small Tools & Equip
M&R System Maint-Chem Plant
M&R System Maint-Treatment Plant
OT Travel & Training
U Utilities - Water

20-	57030	CLPHNS100	30 01
20-	53200	EQPRNS100	30 01
20-	53450	GASOLS100	30 01
20-	54501	INVTRS100	30 01
20-	52000	MNTCTS100	30 01
20-	57040	MEMBRS100	30 01
20-	57020	OFCSPS100	30 01
20-	52090	OTRPSS100	30 01
20-	57045	PMTFES100	30 01
20-	53320	SFTEQS100	30 01
20-	53350	SMTEQS100	30 01
20-	54100	SYSMTCHEMS100	30 01
20-	54350	SYSMTTPS100	30 01
20-	50700	TRAINS100	30 01
20-	55110	UTLWRS10	30 01

\$	2,020
\$	3,000
\$	150,750
\$	140,000
\$	26,000
\$	3,250
\$	1,000
\$	20,000
\$	5,700
\$	2,750
\$	4,000
\$	409,500
\$	20,000
\$	9,915
\$	25,000

	\$	2,020	
	\$	3,000	
	\$	150,750	
	\$	140,000	
	\$	26,000	
	\$	3,250	
	\$	1,000	
	\$	20,000	
	\$	5,700	
	\$	2,750	
	\$	4,000	
	\$	409,500	
	\$	20,000	
	\$	9,915	
	\$	25,000	

\$	822,885
Total All	

\$	-	\$	822,885	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

\$	1,557,873
\$	101,000
\$	26,000
\$	590,000
\$	151,970
\$	29,915
\$	25,000
\$	2,481,758

Note: Personnel is for all 3 plants

TOTAL O&M \$ 822,885
TOTAL PERS \$ 1,658,873

TOTAL ALL

TP-LB - Div 30-01	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	2,020
Original Budget FY17-18	2,020
Amended Budget FY17-18	2,020
YTD Expense Feb FY17-18	380
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,020
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,020

	Cell Phone Supplies (Chargers, new phones, etc...)	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	CHARGERS	50	2	100
2				-
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			100

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	CREPEAU	80	960
2	Chief Operator	80	960
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	160	1,920
		Per Month	

Additional Information / Notes:

TP-LB - Div 30-01**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,000

	Describe Equipment Rental Needed	Est. Expense
1	MISC. PUMPS AND EQUIPMENT	3,000
2		
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		3,000

Additional Information / Notes:

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TP-LB - Div 30-01	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	150,750
Original Budget FY17-18	150,750
Amended Budget FY17-18	150,750
YTD Expense Feb FY17-18	70,710
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	150,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	150,750

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	43,000	2.75	118,250

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	3,000	2.50	7,500

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	10,000	2.50	25,000

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **150,750**

Additional Information / Notes:

FOR FLEET AND HEAVY EQUIPMENT ASSIGNED TO THE LOWER BERKELEY WWTP

TP-LB - Div 30-01	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	140,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	140,000

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	MISC. INVENTORY ITEMS CHECKED OUT(GLOVES, FILTERS, PROTECTIVE APPAREL, CLEANING PRODUCTS,BATHROOM PRODUCTS,ETC.)	1	15000	15,000
2	ULTRAVIOLET REPLACEMENT SLEEVES,BALLASTS AND BULBS (640 bulbs in operation. Replacement bulbs run \$300+ each. Bulbs are lit 24/7)	400	300	120,000
3	BELT PRESS BELTS (2 belts are needed to squeeze the sludge and they cost \$2,500 each)	2	2500	5,000
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				140,000

Additional Information / Notes:

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TP-LB - Div 30-01	
Maintenance Contracts	
Actual FY15-16	0
Actual FY16-17	46,400
Original Budget FY17-18	50,720
Amended Budget FY17-18	50,720
YTD Expense Feb FY17-18	6,450
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	26,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	26,000

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	DUMPSTER SERVICE(624 pulls/yr)	12	800	9,600
2	PEST CONTROL	12	200	2,400
3	CLARIFIER BRUSH CONTRACT	2	7,000	14,000
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				26,000

Additional Information / Notes:

Dumpster services costs increased this year.

TP-LB - Div 30-01**Memberships & Dues**

Actual FY15-16	0
Actual FY16-17	6,375
Original Budget FY17-18	2,875
Amended Budget FY17-18	2,875
YTD Expense Feb FY17-18	180
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,250
Changes to Proposed Budget (Exe. Director)	-
Final Proposed Budget FY18-19	3,250

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	CERTIFICATION DUES. FOR VARIOUS LICENSES	40	\$ 50.00	2,000
2	AWWA-WEASC	5	\$ 100.00	500
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL MEMBERSHIP DUES			2,500

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1	SACRAMENTO MANUALS	10	\$ 75.00	750
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			750

Additional Information / Notes:

TP-LB - Div 30-01	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	1,500
Original Budget FY17-18	1,000
Amended Budget FY17-18	1,000
YTD Expense Feb FY17-18	220
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,000

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	MISC. OFFICE SUPPLIES (log books, pens, paper, folders etc.)	1	1,000.00	1,000
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				1,000

Additional Information / Notes:

TP-LB - Div 30-01	
Other Prof Services	
Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	3,000
Amended Budget FY17-18	3,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	20,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	20,000

	Description of Other Prof Services Needed	Est. Expense
1	ENGINEERING AND TECHNICAL SERVICES FOR	20,000
2	PROJECT AND OPERATIONAL JOBS	
3	(effluent pump evaluation)	
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
	Total Other Professional Services	20,000

Additional Information / Notes:

TP-LB - Div 30-01	
Permits-Assc Fees	
Actual FY15-16	0
Actual FY16-17	11,700
Original Budget FY17-18	5,700
Amended Budget FY17-18	5,700
YTD Expense Feb FY17-18	3,440
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,700
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,700

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	NPDES PERMIT ANNUAL FEES	1	3,000.00	3,000
2	AIR PERMIT RENEWAL FEE	1	2,700.00	2,700
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				5,700

Additional Information / Notes:

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TP-LB - Div 30-01	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	2,750
Original Budget FY17-18	2,750
Amended Budget FY17-18	2,750
YTD Expense Feb FY17-18	900
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,750
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,750

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	22	125.00	2,750
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				2,750

Additional Information / Notes:

TP-LB - Div 30-01	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	4,000
Original Budget FY17-18	4,000
Amended Budget FY17-18	4,000
YTD Expense Feb FY17-18	4,080
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Hand tools, cordless tools, shovels, straps,	1	4,000.00	4,000
2	weed trimmers, push mowers, blowers, PVC glue			-
3	gas cans, rakes etc.			-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		4,000

Additional Information / Notes:

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TP-LB - Div 30-01	
<u>System Maint-Chem Plant</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	409,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	409,500

	Describe System Maintenance Needed	Est. Expense
1	POLYMER (coagulant aid for dewatering)	229,500
2	CAUSTIC	140,000
3	CALCIUM HYPOCHLORITE	30,000
4	MISC. CHEMICALS	10,000
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Chem		409,500

Additional Information / Notes:

Polymer consumption increased at the facility.

TP-LB - Div 30-01	
<u>System Maint-Treatment Plant</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	20,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	20,000

	Describe System Maintenance Needed	Est. Expense
1	PERIODIC REPAIRS ON VALVES, PIPES AND ASSOCIATED HARDWARE AT THE PLANT	20,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Treatment Plant		20,000

Additional Information / Notes:

TP-LB - Div 30-01**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	7,756		
Original Budget FY17-18	6,080	Total Registration Fees	7,560
Amended Budget FY17-18	6,080	Total Lodging	1,250
YTD Expense Feb FY17-18	310	Total Per Diem	255
Est FYE June FY17-18	0	Total Air Travel	800
Proposed Division Budget FY18-19	9,915	Total Taxi/other Travel	50
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	9,915		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

**Total Misc.
Mileage
Reim.**

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate
1			0.56
2			0.56
3			0.56
4			0.56
5			0.56
6			0.56
7			0.56
8			0.56
9			0.56
10			0.56
Total Mileage ----->>			

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	Biological Wastewater Review Class		
	Location of Course, Seminar, Conf. etc...	In-House		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		20	250	5,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		N/A		
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		N/A		
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		N/A		
Taking County or Personal Vehicle?		N/A		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		yes		
List Certification Required:		Biological Wastewater Treatment Plant Operator		
Is attendance required as board member of professional organization? (yes/no)		no		
TOTAL COSTS:				5,000

Trip #2	Title of Course, Seminar, Conference etc...	WASTEWATER EXAMS		
	Location of Course, Seminar, Conf. etc...	Charleston, S.C.		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		16	110	1,760
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?		County		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				1,760

Trip #3	Title of Course, Seminar, Conference etc...	WEFTEC		
	Location of Course, Seminar, Conf. etc...	New Orleans, LA		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	800	800
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	250	\$ 5
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 800	800
Taking County or Personal Vehicle?		No		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		NA	0.56	
Other (Taxi, Parking, etc...) ----->>>>		50		
Is attendance required to obtain or maintain professional certification? (yes / no)		No		
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:		3,155		

TP-LB - Div 30-01	
Utilities - Water	
Actual FY15-16	0
Actual FY16-17	25,000
Original Budget FY17-18	25,000
Amended Budget FY17-18	25,000
YTD Expense Feb FY17-18	13,280
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	25,000

Enter monthly est. expense for Water	Est. Expense
For pump stations and treatment plant (CWS)	25,000
Total Estimated Utilities-Water	25,000

Additional Information / Notes:

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**TP-UB - Div 30-02
FY18-19**

Category	GL Description	GL Code & Cost Cat (if applicable)				FY18-19 Original Budget	Water	Sewer	Solid Waste
M&R	Equipment Rental	20-	53200	EQPRNS100	30 02	\$ 2,500		\$ 2,500	
M&R	Gas & Oil	20-	53450	GASOLS100	30 02	\$ 4,813		\$ 4,813	
OE	Inventory Expense	20-	54501	INVTRS100	30 02	\$ 1,800		\$ 1,800	
OE	Office Supplies	20-	57020	OFCSPS100	30 02	\$ 300		\$ 300	
OE	Permits-Assc Fees	20-	57045	PMTFES100	30 02	\$ 2,000		\$ 2,000	
M&R	Safety Equipment	20-	53320	SFTEQS100	30 02	\$ 1,300		\$ 1,300	
M&R	Small Tools & Equip	20-	53350	SMTEQS100	30 02	\$ 4,200		\$ 4,200	
M&R	System Maint-Chem Plant	20-	54100	SYSMTCHEMS100	30 02	\$ 27,400		\$ 27,400	
M&R	System Maint-Treatment Plant	20-	54350	SYSMTTPS100	30 02	\$ 5,000		\$ 5,000	
						\$ 49,313	\$ -	\$ 49,313	\$ -
						Total All	Water	Sewer	Solid Waste
Total By Category									
	Personnel					\$ -			
	Personnel-Overtime					\$ -			
CS	Contractual Services					\$ -			
M&R	Maintenance & Repairs					\$ 45,213			
OE	Office Expenses					\$ 4,100			
OT	Other Expenses					\$ -			
U	Utilities					\$ -			
TOTAL ALL						\$ 49,313			
							TOTAL O&M	\$ 49,313	
							TOTAL PERS	\$ -	

TP-UB - Div 30-02**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	3,000
Original Budget FY17-18	2,500
Amended Budget FY17-18	2,500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,500

	Describe Equipment Rental Needed	Est. Expense
1	Pump, Hoses (contact chamber cleaning)	1,500
2	Backhoe / tractor / boxblade	1,000
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		2,500

Additional Information / Notes:

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TP-UB - Div 30-02	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	4,813
Original Budget FY17-18	4,813
Amended Budget FY17-18	4,813
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,813
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,813

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	1,750	2.75	4,813

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
	0	2.50	-

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	0	2.50	-

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil**4,813**

Additional Information / Notes:

This is the estimated gas use for covering the Upper Berkeley satellite plant including Vehicles, lawnmowers, weed eaters and pumps.

TP-UB - Div 30-02	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,800
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,800

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Gloves, hats, paper towels, yard tools, poles, batteries, cleaning supplies, paints, poisons, rags, toiletries, plates, napkins, soaps, eating utensils, trashbags, tags, locks, flashlights, lightbulbs, straws, coffee filters, air conditioner filters, ect...	1	1,800	1,800
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
	Total for Inventory Expense			1,800

Additional Information / Notes:

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TP-UB - Div 30-02	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	500
Original Budget FY17-18	300
Amended Budget FY17-18	300
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	300
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	300

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Paper, pens, ink, dryerase boards w/ pens & erasers, bulletin boards, small furniture, rulers, tape, staples, notebooks and notepads, binders, paperclips, bundle clips, stick pins, monitor/screen cleaning wipes	1	300.00	300
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				300

Additional Information / Notes:

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TP-UB - Div 30-02	
<u>Permits-Assc Fees</u>	
Actual FY15-16	0
Actual FY16-17	2,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	1,330
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	Operating Permit (based on last years' fee)	1	2,000.00	2,000
2	NPDES (National Pollutant Discharge Elimination System)			-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				2,000

Additional Information / Notes:

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TP-UB - Div 30-02	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	1,100
Original Budget FY17-18	1,300
Amended Budget FY17-18	1,300
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	1,300
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	1,300

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Safety tape, paint, vests, safety sleeves	1	500.00	500
2	Respirators used for Chlorine Gas Handling	2	150.00	300
3	Boots	4	125.00	500
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				1,300

Additional Information / Notes:

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TP-UB - Div 30-02	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	6,200
Original Budget FY17-18	4,200
Amended Budget FY17-18	4,200
YTD Expense Feb FY17-18	60
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,200
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,200

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Wrenches, hammers,screw drivers, vise	1	300.00	300
2	Replacement parts for chlor/dechlor systems	12	300.00	3,600
3	Hand power tools	1	300.00	300
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		14		4,200

Additional Information / Notes:

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TP-UB - Div 30-02	
System Maint-Chem Plant	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	27,400
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	27,400

	Describe System Maintenance Needed	Est. Expense
1	Chlorine Gas	7,300
2	Chlorine Bottle Deposit	2,500
3	Sulfur Dioxide Gas	6,500
4	Sulfur Dioxide Bottle Deposit	2,500
5	Test gasses for CL2 and SO2 Gas Detector	2,600
6	Weed control chemicals	1,000
7	HTH (Calcium Hypochlorite)	3,000
8	Caustic	2,000
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Chem		27,400

Additional Information / Notes:

TP-UB - Div 30-02	
<u>System Maint-Treatment Plant</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,000

	Describe System Maintenance Needed	Est. Expense
1	Replace and repair items as required as needed throughout the year	2,000
2	ROC, Stone and fill dirt	3,000
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Cost of System Maint. - Treatment Plant		5,000

Additional Information / Notes:

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WDist - Div 25
FY18-19

Category GL Description**GL Code & Cost Cat (if applicable)****FY18-19****Original Budget****Water****Sewer****Solid Waste**

OE Cell Phone
M&R Equipment Maintenance
M&R Equipment Rental
M&R Gas & Oil
OE Inventory Expense
CS Maintenance Contracts
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OE Permits-Assc Fees
OE Printing & Binding
M&R Safety Equipment
M&R Small Tools & Equip
M&R System Maintenance
OT Travel & Training

10-	57030	CLPHNW100	25 00
10-	53240	EQPMTW100	25 00
10-	53200	EQPRNW100	25 00
10-	53450	GASOLW100	25 00
10-	54501	INVTWRW100	25 00
10-	52000	MNTCTW100	25 00
10-	57040	MEMBRW100	25 00
10-	57020	OFSCPW100	25 00
10-	52090	OTRPSW100	25 00
10-	57045	PMTFEW100	25 00
10-	57015	PRINTW100	25 00
10-	53320	SFTEQW100	25 00
10-	53350	SMTEQW100	25 00
10-	54250	SYSMTW100	25 00
10-	50700	TRAINW100	25 00

\$	28,410
\$	9,000
\$	2,000
\$	93,275
\$	945,641
\$	3,200
\$	5,822
\$	500
\$	12,000
\$	55,690
\$	2,600
\$	7,125
\$	26,000
\$	275,000
\$	29,104

\$	28,410		
\$	9,000		
\$	2,000		
\$	93,275		
\$	945,641		
\$	3,200		
\$	5,822		
\$	500		
\$	12,000		
\$	55,690		
\$	2,600		
\$	7,125		
\$	26,000		
\$	275,000		
\$	29,104		

\$	1,495,367
Total All	

\$	1,495,367	\$	-	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

TOTAL ALL

\$	2,337,151
\$	55,000
\$	3,200
\$	412,400
\$	1,038,663
\$	41,104
\$	-
\$	3,887,518

TOTAL O&M \$ 1,495,367
TOTAL PERS \$ 2,392,151

WDist - Div 25	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	27,600
Original Budget FY17-18	28,410
Amended Budget FY17-18	28,410
YTD Expense Feb FY17-18	11,680
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	28,410
Changes to Proposed Budget (Exe. Director)	-
Final Proposed Budget FY18-19	28,410

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Chargers	45	10	450
2	Phones	90	4	360
3				-
4				-
5				-
	Total Estimated Cell Phone Supply Expense			810

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	Department Cell Phones for 26 Technicians	2,300	27,600
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			-
21			-
22			-
23			-
	Total Estimated Monthly Cell Phone Expense	2,300	27,600
		Per Month	

Additional Information / Notes:

WDist - Div 25	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	6,000
Original Budget FY17-18	9,000
Amended Budget FY17-18	9,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,000

	Describe Equipment Maintenance Needed	Est. Expense
1	Routine Main on Two Direction Drill Boring	9,000
2	Machines	
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	9,000

WDist - Div 25**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	2,000
Original Budget FY17-18	2,000
Amended Budget FY17-18	2,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,000

	Describe Equipment Rental Needed	Est. Expense
1	Misc Construction Equipment	2,000
2		
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		2,000

Additional Information / Notes:

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WDist - Div 25	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	84,750
Original Budget FY17-18	84,750
Amended Budget FY17-18	84,750
YTD Expense Feb FY17-18	38,440
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	93,275
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	93,275

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
	21,100	2.75	58,025

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
	14,100	2.50	35,250

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **93,275**

Additional Information / Notes:

WDist - Div 25	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	945,641
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	945,641

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Misc fittings, pipe, supplies, valves and fire hydrants	1	240,000	240,000
2	New Meter Connections to include meter, meter box and smart point	1450	448.38	650,151
3	Damaged Smart Point Replacement	360	154.14	55,490
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Inventory Expense				945,641

Additional Information / Notes:

Increase in inventory budget is to continue replacing the high number of damaged smart points in our system. Also increase cost in fire hydrant paint for proper color coding of BCWS hydrants, replace missing damage valve identification markers and concrete rings for valve protection

WDist - Div 25	
<u>Maintenance Contracts</u>	
Actual FY15-16	0
Actual FY16-17	3,200
Original Budget FY17-18	3,200
Amended Budget FY17-18	3,200
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,200
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,200

	Enter Description of Maintenance Contract	# of Pmts due during the year	Amount of Each Payment	Est. TOTAL Cost
1	Flex Net trimble hand helds, contract provides Maint and Warranty	1	3,200	3,200
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Maintenance Contract Costs				3,200

Additional Information / Notes:

WDist - Div 25	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	5,657
Original Budget FY17-18	5,822
Amended Budget FY17-18	5,822
YTD Expense Feb FY17-18	750
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,822
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,822

	<u>MEMBERSHIPS</u>	# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	Water Dist License Renewals	32	\$ 55.00	1,760
2	Water Treatment License Renewals	1	\$ 55.00	55
3	Waste Water Collection Renewals	2	\$ 50.00	100
4	Water Dist Exams	25	\$ 95.00	2,375
5	AWWA	3	\$ 105.00	315
6	WEAS	1	\$ 107.00	107
7	WEFTEC	1	\$ 350.00	350
8	Water Dist Training Permits	8	\$ 95.00	760
9				-
10				-
	TOTAL MEMBERSHIP DUES			5,822

	<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)	# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
	TOTAL SUBSCRIPTION COSTS			-

Additional Information / Notes:

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WDist - Div 25	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	300
Original Budget FY17-18	300
Amended Budget FY17-18	300
YTD Expense Feb FY17-18	320
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Misc supplies, pens, pencils, binders etc	1	500.00	500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				500

Additional Information / Notes:

WDist - Div 25	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	6,000
Amended Budget FY17-18	6,000
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	12,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	12,000

	Description of Other Prof Services Needed	Est. Expense
1	EPA Water Testing/Sampling	12,000
2		
3	(Previously funded by SCDHEC)	
4	EPA mandate-UCMR4	
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		12,000

Additional Information / Notes:

DHEC did this sampling for us in previous years, however an email received 24APR17 from Meghan Morel, Assc & Gov Affairs Mgr of AquaLaw PLC, states that large public water systems serving more than 10k will need to begin planning to conduct the requirement monitoring and make arrangements with EPA-approved UCMR laboratories before monitoring begins in 2018, A list of approved labs should be available soon and they are estimating the cost of all sampling will be about \$12k between 2018-2020, so we are estimating \$6k for this year.(per system) Sangaree and East Cooper selected by EPA

WDist - Div 25	
Permits-Assc Fees	
Actual FY15-16	0
Actual FY16-17	54,500
Original Budget FY17-18	55,690
Amended Budget FY17-18	55,690
YTD Expense Feb FY17-18	52,580
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	55,690
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	55,690

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	CSX Enchroachment	1	3,000.00	3,000
2	SCDOT General Permit	1	100.00	100
3	National Forest Enchroachment	1	1,900.00	1,900
4	Water System Fees to SCDHEC	1	50,690.00	50,690
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				55,690

Additional Information / Notes:

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WDist - Div 25**Printing & Binding**

Actual FY15-16	0
Actual FY16-17	2,600
Original Budget FY17-18	2,600
Amended Budget FY17-18	2,600
YTD Expense Feb FY17-18	1,110
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	2,600
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	2,600

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Various Door hangers (1,000/Box @ \$185ea)	10	185.00	1,850
2	Cross Connection and Back flow mailings	1	750.00	750
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Printing & Binding Cost				2,600

Additional Information / Notes:

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WDist - Div 25	
Safety Equipment	
Actual FY15-16	0
Actual FY16-17	4,125
Original Budget FY17-18	4,625
Amended Budget FY17-18	4,625
YTD Expense Feb FY17-18	1,260
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,125
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,125

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	37	125.00	4,625
2	class 3 safety jackets (1 lot)	1	2,500.00	2,500
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				7,125

Additional Information / Notes:

WDist - Div 25	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	26,000
Original Budget FY17-18	26,000
Amended Budget FY17-18	26,000
YTD Expense Feb FY17-18	1,700
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	26,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	26,000

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Examples Include tapping tool kit, 6x12 trailer,	1	26,000.00	26,000
2	tandem cargo trailer, metal detectors, chop saws			-
3	long meter box wrenches, long nose line crimpers			-
4	Pipe Scraper, road signs and stands, tapping tool			-
5	bit, 2" tapping tool adapter, hand held GPS unit			-
6	Flow meter, 18V dewalt tool kit, Beacon for			-
7	boring machine, Hach pocket colorimeter,			-
8	2" Drive pneumatic impact driver, mueller			-
9	hydrant bonnet removal tool, mid-west backflow			-
10	detector test kit, stihl weed eater etc.			-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		1		26,000

Additional Information / Notes:

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WDist - Div 25	
<u>System Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	280,000
Original Budget FY17-18	230,000
Amended Budget FY17-18	230,000
YTD Expense Feb FY17-18	183,800
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	275,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	275,000

	Describe System Maintenance Needed	Est. Expense
1	Maintenance throughout the water system	240,000
2	Hydrant Identification Tags	5,000
3	Meter replacement	30,000
4		
5		
6		
7		
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19		
20		
Total Estimated Cost of System Maintenance		275,000

Additional Information / Notes:

WDist - Div 25**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	31,659		
Original Budget FY17-18	29,104	Total Registration Fees	16,079
Amended Budget FY17-18	29,104	Total Lodging	7,014
YTD Expense Feb FY17-18	6,400	Total Per Diem	1,399
Est FYE June FY17-18	0	Total Air Travel	3,809
Proposed Division Budget FY18-19	29,104	Total Taxi/other Travel	75
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	29,104		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate	Total Misc. Mileage Reim.
1			0.56	-
2			0.56	-
3			0.56	-
4			0.56	-
5			0.56	-
6			0.56	-
7			0.56	-
8			0.56	-
9			0.56	-
10			0.56	-
Total Mileage ----->>				-

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	Sensus Regional Users Conference	
	Location of Course, Seminar, Conf. etc...	Myrtle Beach SC	
		<i>Number Attending</i>	<i>Cost per Person</i>
Registration Fees		3	415
		<i>Number of Rooms</i>	<i>Number of Nights</i>
Lodging			<i>Cost per Night</i>
		<i>Number Attending</i>	<i>Number of Days</i>
Per Diem			<i>Per Diem per Day</i>
		<i>Number of Tickets</i>	<i>Cost per Flight</i>
Air Travel			
Taking County or Personal Vehicle?			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>
If Personal Vehicle, enter mileage		350	0.56
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)		No	
List Certification Required:			
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			1,441

Trip #2	Title of Course, Seminar, Conference etc...	Sensus National Users Conference	
	Location of Course, Seminar, Conf. etc...	Dallas Texas	
		<i>Number Attending</i>	<i>Cost per Person</i>
Registration Fees		2	1,600
		<i>Number of Rooms</i>	<i>Number of Nights</i>
Lodging		2	4
		<i>Number Attending</i>	<i>Number of Days</i>
Per Diem		2	5
		<i>Number of Tickets</i>	<i>Cost per Flight</i>
Air Travel		2	\$ 1,100
Taking County or Personal Vehicle?			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>
If Personal Vehicle, enter mileage			0.56
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)			
List Certification Required:			
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			7,822

Trip #3	Title of Course, Seminar, Conference etc...	WEFTEC		
	Location of Course, Seminar, Conf. etc...	New Orleans		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	975	1,950
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		2	6	\$ 289
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		2	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		2	\$ 540	1,080
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>		75		
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		Dist License to obtain CEU's and PDH's as require by the labor license and review		
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:		6,981		

Trip #4	Title of Course, Seminar, Conference etc...	TBD, various training classes and courses		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		22	150	3,300
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		CEU's for Water Dist Operators		
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:		3,300		

Trip #5	Title of Course, Seminar, Conference etc...	South Carolina Environmental Conference	
	Location of Course, Seminar, Conf. etc...	Myrtle Beach SC	
		<i>Number Attending</i>	<i>Cost per Person</i>
Registration Fees		1	209
		<i>Number of Rooms</i>	<i>Number of Nights</i>
Lodging		1	2
		<i>Cost per Night</i>	\$ 179
		<i>Number Attending</i>	<i>Number of Days</i>
Per Diem		1	3
		<i>Per Diem per Day</i>	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>
Air Travel			
Taking County or Personal Vehicle?			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>
If Personal Vehicle, enter mileage		150	0.56
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes	
List Certification Required:		Water Dist License, Water treatment Lic, Biological Waste Water License	
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			771

Trip #6	Title of Course, Seminar, Conference etc...	Treeo Back Flow Recertification	
	Location of Course, Seminar, Conf. etc...	Gainseville Fla	
		<i>Number Attending</i>	<i>Cost per Person</i>
Registration Fees		2	345
		<i>Number of Rooms</i>	<i>Number of Nights</i>
Lodging		1	2
		<i>Cost per Night</i>	\$ 200
		<i>Number Attending</i>	<i>Number of Days</i>
Per Diem		1	3
		<i>Per Diem per Day</i>	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>
Air Travel		0	
Taking County or Personal Vehicle?			
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>
If Personal Vehicle, enter mileage		800	0.56
Other (Taxi, Parking, etc...) ----->>>>			
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes	
List Certification Required:		Cross Connection and Control	
Is attendance required as board member of professional organization? (yes/no)			
TOTAL COSTS:			1,691

Trip #7	Title of Course, Seminar, Conference etc...	Flex Net Upgrade Training		
	Location of Course, Seminar, Conf. etc...	Web Ex and Distance Learning		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	2,500	5,000
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging				-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem				-
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				-
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)				
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)				
TOTAL COSTS:				5,000

Trip #8	Title of Course, Seminar, Conference etc...	International Construction and Utility Exposition (ICUEE)		
	Location of Course, Seminar, Conf. etc...	Louisville Kentucky		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	485	485
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 219
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 52
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 529	529
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)			No	
List Certification Required:				
Is attendance required as board member of professional organization? (yes/no)			No	
TOTAL COSTS:				2,098

WWC - Div 23
FY18-19

Category GL Description**GL Code & Cost Cat (if applicable)****FY18-19****Original Budget****Water****Sewer****Solid Waste**

OE Cell Phone
M&R Equipment Maintenance
M&R Equipment Rental
M&R Gas & Oil
OE IT Equip - UNDER \$5,000
OE Inventory Expense
OE Memberships & Dues
OE Office Supplies
OT Other Prof Services
OE Permits-Assc Fees
OE Printing & Binding
M&R Safety Equipment
M&R Small Tools & Equip
M&R System Maintenance
OT Travel & Training

20-	57030	CLPHNS100	23 00
20-	53240	EQMNTS100	23 00
20-	53200	EQPRNS100	23 00
20-	53450	GASOLS100	23 00
20-	57021	ITU5KS100	23 00
20-	54501	INVTRS100	23 00
20-	57040	MEMBRS100	23 00
20-	57020	OFCSPS100	23 00
20-	52090	OTRPS100	23 00
20-	57045	PMTFES100	23 00
20-	57015	PRINTS100	23 00
20-	53320	SFTEQS100	23 00
20-	53350	SMTEQS100	23 00
20-	54250	SYSMTS100	23 00
20-	50700	TRAINS100	23 00

\$	25,455
\$	18,000
\$	9,000
\$	103,250
\$	3,500
\$	201,060
\$	5,427
\$	500
\$	28,019
\$	7,994
\$	7,030
\$	4,743
\$	26,770
\$	291,000
\$	13,069

	\$	25,455	
	\$	18,000	
	\$	9,000	
	\$	103,250	
	\$	3,500	
	\$	201,060	
	\$	5,427	
	\$	500	
	\$	28,019	
	\$	7,994	
	\$	7,030	
	\$	4,743	
	\$	26,770	
	\$	291,000	
	\$	13,069	

\$	744,817
Total All	

\$	-	\$	744,817	\$	-
Water		Sewer		Solid Waste	

Total By Category

Personnel
Personnel-Overtime
CS Contractual Services
M&R Maintenance & Repairs
OE Office Expenses
OT Other Expenses
U Utilities

\$	2,453,693
\$	75,000
\$	-
\$	452,763
\$	250,966
\$	41,088
\$	-
\$	3,273,510

TOTAL O&M \$ 744,817
TOTAL PERS \$ 2,528,693

TOTAL ALL

WWC - Div 23	
Cell Phone	
Actual FY15-16	0
Actual FY16-17	18,000
Original Budget FY17-18	18,000
Amended Budget FY17-18	18,000
YTD Expense Feb FY17-18	10,960
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	25,455
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	25,455

	Cell Phone Supplies (Chargers, new phones, etc...	Estimated Expense	# of items	Total Est. Expense for Cell Supplies
1	Phone Accessories	50	10	500
2	Replacement Phones	95	5	475
3				-
4				-
5				-
Total Estimated Cell Phone Supply Expense				975

	Monthly Cell Phone Charges List Employee Name	Estimated Monthly Cell Phone Charges	Total Est. Expense for Cell Supplies
1	WW Collections Dept. Phones for Tech's (24)	2,040	24,480
2			-
3			-
4			-
5			-
6			-
7			-
8			-
9			-
10			-
11			-
12			-
13			-
14			-
15			-
16			-
17			-
18			-
19]	-
20			-
21			-
22			-
23			-
Total Estimated Monthly Cell Phone Expense		2,040	24,480
		Per Month	

Additional Information / Notes:

WWC - Div 23	
<u>Equipment Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	19,200
Original Budget FY17-18	18,000
Amended Budget FY17-18	18,000
YTD Expense Feb FY17-18	5,290
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	18,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	18,000

	Describe Equipment Maintenance Needed	Est. Expense
1	TV Inspection Cameras (3 Push & 2 Main)	14,500
2	Repair/Replace Flow Meters	3,500
3		
4		
5		
6		
7		
8		
9		
10		
	Total Equipment Maintenance Needed	18,000

WWC - Div 23**Equipment Rental**

Actual FY15-16	0
Actual FY16-17	12,000
Original Budget FY17-18	9,000
Amended Budget FY17-18	9,000
YTD Expense Feb FY17-18	1,740
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	9,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	9,000

	Describe Equipment Rental Needed	Est. Expense
1	Pumps for Emergency Purposes	2,000
2	Misc Equipment Rental	7,000
3		-
4		-
5		-
6		-
7		
8		
9		-
10		-
Total for Equipment Rental		9,000

Additional Information / Notes:

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WWC - Div 23	
Gas & Oil	
Actual FY15-16	0
Actual FY16-17	87,000
Original Budget FY17-18	103,250
Amended Budget FY17-18	103,250
YTD Expense Feb FY17-18	57,350
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	103,250
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	103,250

Regular Gas	Gallons Needed	Est. Cost per Gallon	Cost for Regular Gas
Various Trucks	23,000	2.75	63,250

Off-Road Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Off-Road Diesel
		2.50	

Diesel	Gallons Needed	Est. Cost per Gallon	Cost for Diesel
Various Pieces of Equipment & Trucks	16,000	2.50	40,000

Enter Description of Oil Use	Gallons Needed	Est. Cost per Gallon	Cost of Oil
		10.00	

Total for Gas & Oil **103,250**

Additional Information / Notes:

WWC - Div 23	
IT Equip - UNDER \$5,000	
Actual FY15-16	0
Actual FY16-17	9,000
Original Budget FY17-18	3,500
Amended Budget FY17-18	3,500
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	3,500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	3,500

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of IT Equipment UNDER \$5,000
1	Toughbook Laptop - Replacement	1	3000	3,000
2	IT Equipment Accessories	1	500	500
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for IT Equip UNDER \$5,000				3,500

Additional Information / Notes:

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WWC - Div 23	
<u>Inventory Expense</u>	
Actual FY15-16	0
Actual FY16-17	0
Original Budget FY17-18	0
Amended Budget FY17-18	0
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	201,060
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	201,060

	Enter an Item Description	Enter # of Items Needed	Enter Cost per Item / Unit	Est. Cost of Inventory Expense
1	Pipe Repair Items (Misc Fittings, Pipe Concrete C/O Rings & Safety Cones Consumable Items (gloves, rubber boots, white suits hand sanitizer etc...))	1	140,000.00	140,000
2	Locking Manhole Rings & Covers	20	300	6,000
3	Regular Manhole Rings and Covers	23	220	5,060
4	Air Release Valves	50	1000	50,000
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
	Total for Inventory Expense			201,060

Additional Information / Notes:

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WWC - Div 23	
<u>Memberships & Dues</u>	
Actual FY15-16	0
Actual FY16-17	6,060
Original Budget FY17-18	6,042
Amended Budget FY17-18	6,042
YTD Expense Feb FY17-18	320
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	5,427
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	5,427

<u>MEMBERSHIPS</u>		# of Memberships Needed	Cost per Member	Est. TOTAL Cost
1	WEFTEC Renewal	1	\$ 125.00	125
2	WEASC Renewal	1	\$ 107.00	107
3	Water Distribution Exams	6	\$ 95.00	570
4	Dept. of Labor, Licensing and Regulation (LLR)	1	\$ 30.00	30
5	Water Distribution License Renewal	13	\$ 55.00	715
6	Wastewater Collection License Renewal	34	\$ 55.00	1,870
7	Wastewater Collection Exams	20	\$ 95.00	1,900
8	Biological License Renewal	2	\$ 55.00	110
9				-
10				-
TOTAL MEMBERSHIP DUES				5,427

<u>SUBSCRIPTIONS</u> (MAGAZINES, TRAINING MATERIALS ETC...)		# of Subscriptions Needed	Cost per Subscription	Est. TOTAL Cost
1				-
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
TOTAL SUBSCRIPTION COSTS				-

Additional Information / Notes:

WWC - Div 23	
Office Supplies	
Actual FY15-16	0
Actual FY16-17	600
Original Budget FY17-18	600
Amended Budget FY17-18	600
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	500
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	500

	Description of Office Supplies Needed	# of Items Needed	Est. Cost Per Item/Unit	Est. TOTAL Cost
1	Office Supplies	1	500.00	500
2				-
3				-
4				-
5				-
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
21				-
22				-
23				-
24				-
25				-
Total for Office Supplies				500

Additional Information / Notes:

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WWC - Div 23	
<u>Other Prof Services</u>	
Actual FY15-16	0
Actual FY16-17	4,935
Original Budget FY17-18	34,859
Amended Budget FY17-18	34,859
YTD Expense Feb FY17-18	19,490
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	28,019
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	28,019

	Description of Other Prof Services Needed	Est. Expense
1	Palmetto Utility Protection (PUPS)	26,019
2	GraniteNet Updates	2,000
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Other Professional Services		28,019

Additional Information / Notes:

Replacement License for Pipe Logix

WWC - Div 23	
Permits-Assc Fees	
Actual FY15-16	0
Actual FY16-17	6,160
Original Budget FY17-18	6,160
Amended Budget FY17-18	6,160
YTD Expense Feb FY17-18	130
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,994
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,994

	Description of Permit/Assc. Fees	# of Permits/Assc Fees Needed	Cost per Member	Est. TOTAL Cost
1	General Construction Permits	1	650.00	650
2	SCDOT Annual General Permit	1	210.00	210
3	CSX Annual Fee (St. Stephen & Goose Creek) 22 Crossings	1	5,000.00	5,000
4	OS Forestry Service	1	300.00	300
5	Ansi class 2 safety certified Lime T-shirts	200	9.17	1,834
6				-
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Permit/Association Fees				7,994

Additional Information / Notes:

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WWC - Div 23	
<u>Printing & Binding</u>	
Actual FY15-16	0
Actual FY16-17	7,030
Original Budget FY17-18	7,030
Amended Budget FY17-18	7,030
YTD Expense Feb FY17-18	0
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	7,030
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	7,030

	Describe Printing & Binding Services Needed	# of services or items needed	Est. Cost Per Service or item	Est. TOTAL Cost
1	Grease Trap and Grease Interceptor Standards for Customers and Installers Needed for the Year	50	18.00	900
2	Form 0732-A Smoke Test Door Hanger	6000	0.26	1,560
3	Form 0742-Vehicle/Heavy Equipment Inspection	2000	0.16	320
4	Approved Sewer Sticker	3000	0.40	1,200
5	Work Orders	5000	0.03	150
6	Final Inspection	5000	0.58	2,900
7				-
8				-
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Printing & Binding Cost				7,030

Additional Information / Notes:

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WWC - Div 23**Safety Equipment**

Actual FY15-16	0
Actual FY16-17	4,250
Original Budget FY17-18	4,250
Amended Budget FY17-18	4,250
YTD Expense Feb FY17-18	2,210
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	4,743
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	4,743

	Describe Safety Equipment Needed	# of Items/Units Needed	Cost of each Item/Unit	Total Est. Expense
1	Work Boots	36	125.00	4,500
2	New Employee Tshirts	27	9.00	243
3				-
4				-
5				-
6				-
7				-
8			New	
9				-
10				-
11				-
12				-
13				-
14				-
15				-
16				-
17				-
18				-
19				-
20				-
Total Estimated Safety Budget				4,743

Additional Information / Notes:

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WWC - Div 23	
Small Tools & Equip	
Actual FY15-16	0
Actual FY16-17	25,300
Original Budget FY17-18	26,904
Amended Budget FY17-18	26,904
YTD Expense Feb FY17-18	3,480
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	26,770
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	26,770

	Describe Small Tools and Equipment Needed	# of Items/Units Needed	Cost of each Unit / Item	Total Cost
1	Misc Hand Tools (Saws, drills, shovel, etc...)	1	9,900.00	9,900
2	Misc Nozzles for Rodder Truck	1	2,500.00	2,500
3	Sewer Flow Meters	6	2,000.00	12,000
4				-
5	Small 2" Trash Pump For Repair Crews	3	790.00	2,370
6				-
7				-
8	Examples of small tools and equipment also			-
9	manhole hooks, sledgehammers, gas monitors,			-
10	rope, digging bar, shovel, probing rods, flashlights			-
11	small tool kits for cameras, impact guns, air hose			-
12	ratches, sockets, tamping rods, lofting straps,			-
13	smoke machines, measuring wheels, ladders,			-
14	hydraulic drill, tripods (confined space), small			-
15	trash pumps, grab sticks, line locators, pipe saws,			-
16	hand saws, brick hammers, trowels, jet truck			-
17	nozzles (root cutters and jet nozzles), small			-
18	trailers, traffic and caution signs, barricades,			-
19	bypass pumping hoses, discharge hoses and			-
20	small cameras.			-
21				-
22				-
23				-
24				-
25				-
Total for Small Tools & Equipment		11		26,770

Additional Information / Notes:

WWC - Div 23	
<u>System Maintenance</u>	
Actual FY15-16	0
Actual FY16-17	396,000
Original Budget FY17-18	291,000
Amended Budget FY17-18	291,000
YTD Expense Feb FY17-18	181,310
Est FYE June FY17-18	0
Proposed Division Budget FY18-19	291,000
Changes to Proposed Budget (Exe. Director)	
Final Proposed Budget FY18-19	291,000

	Describe System Maintenance Needed	Est. Expense
1	Maintenance throughout the Wastewater Collection System	125,000
2	Various Sewer Tap Installs (Jack & Bores)	36,000
3	Rehab Various Receiving Manholes	85,000
4	Sewer Back Up Claims	15,000
5	Non-destructive Testing of DI Force Mains and Gravity lines	30,000
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total Estimated Cost of System Maintenance		291,000

Additional Information / Notes:

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WWC - Div 23**Travel & Training**

Actual FY15-16	0		
Actual FY16-17	25,248		
Original Budget FY17-18	27,151	Total Registration Fees	7,085
Amended Budget FY17-18	27,151	Total Lodging	3,014
YTD Expense Feb FY17-18	4,330	Total Per Diem	1,899
Est FYE June FY17-18	0	Total Air Travel	850
Proposed Division Budget FY18-19	13,069	Total Taxi/other Travel	137
Changes to Proposed Budget (Exe. Director)			
Final Proposed Budget FY18-19	13,069		

Meal Reimbursement Rates	In State	Out of State
Breakfast	\$ 8.00	\$ 10.00
Lunch	\$ 10.00	\$ 12.00
Dinner	\$ 22.00	\$ 29.00
Breakfast & Lunch	\$ 18.00	\$ 22.00
Lunch & Dinner	\$ 32.00	\$ 41.00
Full Day	\$ 40.00	\$ 51.00

COMPLETE THIS SECTION FOR ANY DAY TRIPS, MEETINGS ETC...REQUIRING MILEAGE REIMBURSEMENT

**Total Misc.
Mileage
Reim.**

	Misc. Mileage - Purpose of Trip	Round Trip Miles	Mileage Rate
1			0.56
2			0.56
3			0.56
4			0.56
5			0.56
6			0.56
7			0.56
8			0.56
9			0.56
10			0.56
Total Mileage ----->>			

	Misc. Per Diem for Day Trips, Meetings etc...	Breakfast, Lunch or Dinner	# of Meals	Per Diem	Total Est. Per Diem
1			0	\$0.00	\$ -
2			0	\$0.00	\$ -
3			0	\$0.00	\$ -
4			0	\$0.00	\$ -
5			0	\$0.00	\$ -
6			0	\$0.00	\$ -
7			0	\$0.00	\$ -
8			0	\$0.00	\$ -
9			0	\$0.00	\$ -
10			0	\$0.00	\$ -
Total Estimated Misc. Per Diem for Day Trips ----->>					\$ -

COMPLETE THIS SECTION FOR FULL TRIPS REQUIRING TRAVEL, LODGING, MEALS etc...

Trip #1	Title of Course, Seminar, Conference etc...	WWETT (Water & Wastewater Equipment, Treatment &		
	Location of Course, Seminar, Conf. etc...	Indianapolis, Indiana		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	200	200
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 195
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	5	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 300	300
	Taking County or Personal Vehicle?	No		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		0	0.56	-
	Other (Taxi, Parking, etc...) ----->>>>	62		
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	WW Collection, Water Distribution and WW Biological		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				1,597

Trip #2	Title of Course, Seminar, Conference etc...	TBD		
	Location of Course, Seminar, Conf. etc...	This is for various training classes and seminars		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		35	150	5,250
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		0		-
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		27	1	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel				
	Taking County or Personal Vehicle?	Yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
	Other (Taxi, Parking, etc...) ----->>>>			
	Is attendance required to obtain or maintain professional certification? (yes / no)	Yes		
	List Certification Required:	CEU's for Water Distribution and Wastewater Collection Operators		
	Is attendance required as board member of professional organization? (yes/no)	No		
TOTAL COSTS:				6,330

Trip #3	Title of Course, Seminar, Conference etc...	South Carolina Environmental Conference		
	Location of Course, Seminar, Conf. etc...			
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		2	330	660
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		3	2	\$ 179
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		3	3	\$ 40
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		0		
Taking County or Personal Vehicle?		Yes		
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage		150	0.56	84
Other (Taxi, Parking, etc...) ----->>>>				
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		WW Collection, Water Distribution and WW Biological		
Is attendance required as board member of professional organization? (yes/no)		No		
TOTAL COSTS:		2,178		

Trip #4	Title of Course, Seminar, Conference etc...	WEFTEC		
	Location of Course, Seminar, Conf. etc...	New Orleans		
		<i>Number Attending</i>	<i>Cost per Person</i>	TOTALS
Registration Fees		1	975	975
		<i>Number of Rooms</i>	<i>Number of Nights</i>	<i>Cost per Night</i>
Lodging		1	4	\$ 290
		<i>Number Attending</i>	<i>Number of Days</i>	<i>Per Diem per Day</i>
Per Diem		1	4	\$ 51
		<i>Number of Tickets</i>	<i>Cost per Flight</i>	
Air Travel		1	\$ 550	550
Taking County or Personal Vehicle?				
		<i>Round Trip Miles</i>	<i>Mileage Rate</i>	
If Personal Vehicle, enter mileage			0.56	
Other (Taxi, Parking, etc...) ----->>>>		75		
Is attendance required to obtain or maintain professional certification? (yes / no)		Yes		
List Certification Required:		WW Collection and Water Dist		
Is attendance required as board member of professional organization? (yes/no)		CEU's and PDH's		
TOTAL COSTS:		2,964		