

**MONTHLY REPORT**  
**FINANCE DEPARTMENT**

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**December 2019**

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**FINANCE DIRECTOR**

The audit was finalized during the month and the Comprehensive Financial Report will be available on the City's web page. The City had another good year on a financial basis. Cash flows are doing well and the City's continues to put away the additional Hospitality Tax and Significant time was also spent during the month preparing for the upcoming budget retreat on February 24th and 25th. Significant issues remain outstanding that may have a very large impact on the annual budget.

**Cash Flow Projections for Next Month**

<b><u>Fund</u></b>	<b><u>Beginning Balance</u></b>	<b><u>Collections</u></b>	<b><u>Expenditures</u></b>	<b><u>Ending Balance</u></b>	<b><u>Yield Spread</u></b>
General Fund	\$ 7,487,250	\$ 7,000,000	\$ 3,000,000	\$ 11,487,250	.75 to 2.6%
Water/Sewer	\$ 4,184,017	1,500,000	1,800,000	\$ 3,884,017	.75 to 2.6%

**ACCOUNTING**

In December, 598 Accounts Payable and 1,036 Payroll checks were issued by the Accounting Division. The total dollar amount of all Accounts Payable checks was \$4,649,485.60.

**GENERAL FUND**  
**Monthly Report**  
**July 1, 2019 to December 31, 2019**

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b><u>REVENUES</u></b>					
Current Taxes	\$ 14,300,000	\$ 14,335,002	\$ 15,400,004	\$ 16,239,519	105%
Delinquent Taxes	375,000	256,584	410,000	232,814	57%
Hospitality Fees	5,181,433	2,474,310	5,238,153	2,393,411	46%
Licenses & Permits	10,321,500	1,032,692	11,031,500	1,124,421	10%
Intergovernmental	1,555,810	429,283	1,398,560	327,334	23%
Fines/Forfeitures	351,000	256,513	346,000	157,006	45%
Use of Money/Property	222,000	99,411	272,000	119,868	44%
Sales/Service Charges	460,000	297,939	512,252	554,377	108%
Miscellaneous/Grants	65,000	50,818	80,000	114,179	143%
Interfund Transfers	<u>1,075,245</u>	<u>439,505</u>	<u>1,159,766</u>	<u>423,145</u>	<u>36%</u>
<b>TOTAL</b>	<b><u>\$ 33,906,988</u></b>	<b><u>\$ 19,672,057</u></b>	<b><u>\$ 35,848,235</u></b>	<b><u>\$ 21,686,073</u></b>	<b><u>60%</u></b>
<b><u>EXPENDITURES</u></b>					
General Government	\$ 2,625,560	\$ 1,220,322	\$ 2,742,124	\$ 1,417,277	52%
Information Services	526,091	388,201	552,726	488,796	88%
Finance	1,096,974	464,902	1,168,246	603,549	52%
Public Safety	15,838,283	8,308,284	16,318,871	8,209,636	50%
Community Services	1,882,564	875,102	1,982,839	916,622	46%
Public Works	2,347,094	1,255,170	2,595,138	1,472,405	57%
Parks & Recreation	4,491,119	2,345,689	4,812,901	2,103,725	44%
Support Services	749,370	433,226	740,388	397,429	54%
Debt Service	777,565	56	-	1,250	0%
Other Financing Uses	<u>3,525,000</u>	<u>-</u>	<u>4,935,000</u>	<u>-</u>	<u>0%</u>
<b>TOTAL</b>	<b><u>\$ 33,859,620</u></b>	<b><u>\$ 15,290,951</u></b>	<b><u>\$ 35,848,233</u></b>	<b><u>\$ 15,610,690</u></b>	<b><u>44%</u></b>

**WATER & SEWER FUND**  
**Monthly Report**  
**July 1, 2019 to December 31, 2019**

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b>REVENUES</b>					
Water Usage	\$ 8,110,000	\$ 3,548,878	\$ 8,300,000	\$ 3,886,579	47%
Sewer Usage	6,150,000	2,641,125	6,250,000	2,745,973	44%
Water Taps	50,000	43,800	75,000	39,000	52%
Sewer Taps	20,000	18,750	30,000	6,950	23%
Interest on Investments	125,000	16,455	125,000	(36)	0%
Service Charges	75,000	34,165	75,000	30,190	40%
Late Payment Penalties	80,000	38,978	80,000	28,481	36%
Grants	-	-	-	-	0%
Miscellaneous	237,500	127,467	237,500	193,676	82%
<b>TOTAL</b>	<b>\$ 14,847,500</b>	<b>\$ 6,469,618</b>	<b>\$ 15,172,500</b>	<b>\$ 6,930,813</b>	<b>46%</b>
<b>EXPENSES</b>					
Water Billing	\$ 676,479	\$ 340,657	\$ 702,741	\$ 331,941	47%
Public Works Admin.	821,329	385,558	864,611	389,596	45%
Wastewater Treatment	2,281,486	1,008,912	2,290,799	930,516	41%
Wells/Lift Maintenance	1,975,562	915,117	2,180,094	936,611	43%
Construction/Maintenance	4,313,947	2,229,924	4,856,184	2,342,572	48%
Overhead Allocation	2,825,404	1,412,730	2,961,283	1,480,638	50%
Depreciation	3,236,537	1,618,269	3,202,500	1,632,852	51%
Debt Interest	108,888	54,031	46,275	33,206	72%
<b>TOTAL</b>	<b>\$ 16,239,632</b>	<b>\$ 7,965,198</b>	<b>\$ 17,104,487</b>	<b>\$ 8,077,932</b>	<b>47%</b>

**SOLID WASTE**  
**Monthly Report**  
**July 1, 2019 to December 31, 2019**

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b><u>REVENUES</u></b>					
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ 19,580	-
Fees Billed	5,150,000	2,566,333	5,200,000	2,600,050	50%
Late Payment Penalties	27,500	13,407	27,500	11,980	44%
Interest on Investments	-	1,766	-	702	-
Grants	-	-	40,000	-	-
Interfund Transfer - A-Tax	178,959	94,168	193,833	94,552	49%
TOTAL	<u>\$ 5,356,459</u>	<u>\$ 2,675,675</u>	<u>\$ 5,461,333</u>	<u>\$ 2,726,864</u>	<u>50%</u>
<b><u>EXPENDITURES</u></b>					
Commercial Collection	\$ 484,816	\$ 213,196	\$ 497,226	\$ 217,223	44%
Transfer Station	1,054,648	511,394	1,071,175	413,559	39%
Residential Collection	1,083,746	516,532	1,109,473	502,676	45%
Trash/Litter Collection	338,529	155,321	359,848	155,333	43%
Beach Cleaning	254,657	107,592	257,323	91,983	36%
Recycling	374,714	227,762	417,839	196,668	47%
Depreciation Expense	550,000	275,000	550,000	275,000	50%
Overhead Allocations	806,556	402,000	806,556	414,048	51%
TOTAL	<u>\$ 4,947,666</u>	<u>\$ 2,408,796</u>	<u>\$ 5,069,440</u>	<u>\$ 2,266,490</u>	<u>45%</u>

**BEACH SERVICES**  
**Monthly Report**  
**July 1, 2019 to December 31, 2019**

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b>REVENUES</b>					
Miscellaneous Revenue	\$ 20,000	\$ 11,433	\$ 20,000	\$ 12,193	61%
NMB Merchandise Sales	-	30	-	-	-
Beach Obstruction Removal Fee	-	-	-	-	-
Rentals	2,250,000	1,239,560	2,650,000	1,333,010	50%
All day Wrist Band Sales \$20	27,500	17,580	27,500	7,680	28%
Single Ride Sales \$3	45,000	14,135	45,000	8,057	18%
Weekly Ride Sales \$60	2,500	1,620	2,500	720	29%
Group HIPPO Rate \$5	-	-	-	-	0%
Season Passes	-	2,125	-	502	0%
Frozen Lemonade Sales	300,000	226,608	300,000	176,637	59%
Other Sales	10,000	258	10,000	-	0%
Sponsorships	-	-	-	5,535	-
Interfund Transfer - A-Tax	157,805	83,037	107,567	52,471	49%
Interfund Transfer- Local A-Tax	363,862	-	363,862	-	0%
Transfer from General Fund	-	-	-	-	0%
Less Sales Tax	(185,000)	(115,666)	(185,000)	(113,491)	61%
<b>TOTAL</b>	<b>\$ 2,991,667</b>	<b>\$ 1,480,721</b>	<b>\$ 3,341,429</b>	<b>\$ 1,483,314</b>	<b>44%</b>
<b>EXPENSES</b>					
Personnel - Concessions	\$ 603,452	\$ 357,594	\$ 748,779	\$ 445,964	60%
Oper.& Maint.- Concessions	269,299	136,214	281,137	132,596	47%
Personnel - Lifeguards	683,337	412,130	683,337	481,612	70%
Oper.& Maint.- Lifeguards	52,730	41,361	68,730	47,660	69%
Depreciation	150,000	75,000	150,000	75,000	50%
Overhead Allocations	626,520	313,248	614,189	307,098	50%
Transfer Out NMB Enterprise Fund	200,000	-	300,000	-	0%
<b>TOTAL</b>	<b>\$ 2,585,338</b>	<b>\$ 1,335,546</b>	<b>\$ 2,846,172</b>	<b>\$ 1,489,930</b>	<b>52%</b>

# AQUATICS & FITNESS CENTER

## Monthly Report

July 1, 2019 to December 31, 2019

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b><u>REVENUES</u></b>					
Membership Fees	\$ 1,659,000	\$ 868,539	\$ 1,759,000	\$ 884,799	50%
Enrollment Fees	55,000	24,379	60,000	23,849	40%
Grants	-	-	-	-	0%
Programs - Operating	240,000	141,617	297,500	142,309	48%
Programs - Nonoperating	10,000	(9,326)	15,000	(11,349)	-76%
Local Accommodations	823,205	610,877	823,205	593,490	72%
A-Tax Transfer In	-	-	-	-	0%
Less Sales Tax	-	(2,623)	-	(2,159)	0%
Miscellaneous	1,000.00	306	2,000.00	196	0%
TOTAL	<u>\$ 2,788,205</u>	<u>\$ 1,633,770</u>	<u>\$ 2,956,705</u>	<u>\$ 1,631,134</u>	<u>55%</u>
Administration	\$ 863,630	\$ 400,805	\$ 936,601	\$ 407,475	44%
Aquatics	289,558	131,647	315,158	162,576	52%
Activity Specialist	209,858	95,252	194,466	95,531	49%
Fitness	278,268	119,539	279,826	123,515	44%
Custodians	152,888	74,440	158,228	66,114	42%
Depreciation	275,000	137,500	295,000	139,167	47%
Interest	114,658	47,199	107,522	40,063	37%
Overhead Allocations	238,448	119,214	237,996	118,998	50%
TOTAL	<u>\$ 2,422,308</u>	<u>\$ 1,125,595</u>	<u>\$ 2,524,797</u>	<u>\$ 1,153,438</u>	<u>46%</u>

**NMB ENTERPRISE**  
**Monthly Report**  
**July 1, 2019 to December 31, 2019**

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<b><u>REVENUES</u></b>					
NMB Park Sponsorships	\$ 130,000	\$ 25,899	\$ 130,000	\$ 44,750	34%
NMB Field/Tourn Rentals	105,000	73,322	105,000	68,428	65%
NMB Park Rentals	30,000	7,076	30,000	13,105	44%
NMB Park Admissions	45,000	37,011	45,000	45,975	102%
NMB Park Concessions	330,000	211,199	330,000	250,451	76%
NMB Park Vending	500	929	500	2,136	427%
NMB Merchandise Sales	15,000	-	15,000	-	0%
Revenue Share Activities	75,000	21,052	75,000	15,810	21%
Christmas Light Show	500,000	385,883	450,000	427,783	95%
Private Donations	-	-	-	-	0%
Sales Tax	(30,000)	(30,043)	(30,000)	(26,149)	87%
Miscellaneous	-	1,384	-	1,607	0%
Carousel	-	-	100,000	-	0%
General Fund Transfer	150,000	-	365,000	-	0%
Beach Services Fund Transfer	200,000	-	300,000	-	0%
Cap Improve Fund Transfer	-	-	-	-	0%
A-Tax Transfer In	129,859	68,332	84,500	41,219	49%
TOTAL	<u>\$ 1,680,359</u>	<u>\$ 802,042</u>	<u>\$ 2,000,000</u>	<u>\$ 885,114</u>	<u>44%</u>
<b><u>EXPENSES</u></b>					
Concessions	\$ 357,580	\$ 171,667	\$ 389,786	\$ 245,485	63%
Christmas Light Show	138,000	154,072	212,600	170,796	80%
Amusements	-	-	67,155	180	0%
Depreciation	985,033	140,000	280,000	140,000	50%
Overhead Allocations	539,605	329,160	657,129	383,088	58%
Transfer - General Fund	-	-	75,000	-	0%
TOTAL	<u>\$ 2,020,218</u>	<u>\$ 794,899</u>	<u>\$ 1,681,670</u>	<u>\$ 939,550</u>	<u>56%</u>

# Utility Billing / Meter Reading

## Monthly Report

1/28/2020

**Reading Dates:**

	Previous Month:	Present Month:
O.D.	10/16 to 10/17	11/13 to 11/14
W.H.	10/22 to 10/23	11/19 to 11/20
C.B.	10/28 to 10/28	11/26 to 11/26
C.G.	10/30 to 11/04	12/02 to 12/09

**Customer Service:**

	O.D.		W.H.		C.B.		C.G.	
	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD
H2O ON	35	385	24	352	19	229	36	500
H2O OFF	6	125	8	165	5	69	5	202
NEW INSTALLS	13	93	1	45	2	23	5	104
HIGH RDG. CHECKS	19	359	16	321	9	189	29	433

**Maintenance Program**

	Current Period	Year to Date
3/4" Meters Replaced	49	571
3/4" Meters Raised	0	13
Meter Boxes Replaced	0	16
Meter Boxes Raised	3	49
Meter Lids Replaced	2	54

	O.D.		W.H.		C.B.		C.G.	
	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD
<b>Flow Tests</b>	0	1	0	4	0	0	0	1

**Zero Consumption Replacements**

	MTD	YTD
Ocean Drive	2	31
Windy Hill	4	122
Crescent Beach	10	51
Cherry Grove	19	96



**MONTHLY REPORT - FINANCE**  
**December 2019**  
**REVENUES**

<b>REVENUES</b>	December 2019	FY2020 Actual	FY2020 Budget	% of Budget
Property Taxes	\$1,942,740.88	\$4,418,093.16	\$15,400,000	29%
Business Licenses	\$25,537.70	\$484,092.54	\$7,600,000	6%
Business License Penalties	\$2,358.84	\$40,354.41	\$50,000	81%
Hospitality & Local Accom. Taxes	\$509,290.85	\$7,400,616.97	\$6,416,220	115%
Hospitality & Local Accom. Penalties	\$961.42	\$22,989.67	\$9,000	255%
Santee Cooper Franchise	\$0.00	\$616,723.89	\$1,600,000	39%
Local Government Taxes	\$0.00	\$0.00	\$315,000	0%

<i>This Month</i>	<i>Fiscal YTD</i>
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**BUSINESS LICENSE INSPECTIONS REPORT**

Hours Spent in Field Enforcement	113	605
Total Businesses Contacted	118	716
New Businesses Licensed	18	67
License Fees Collected	\$20,861.68	\$306,658.80

**MISCELLANEOUS REVENUES**

Horry County \$30 Road Tax (Motor Carrier)	\$0.00	\$403,640.00
State Aid to Subdividers	\$0.00	\$163,026.12
Merchant's Inventory Reimbursement Tax	\$0.00	\$9,153.94
Spectrum Franchise Fee	\$0.00	\$306,410.17
HTC Cable Franchise Fee	\$0.00	\$27,649.67
Frontier Cable Franchise Fee	\$0.00	\$8,107.05
Horry Electric Franchise Fee	\$0.00	\$27,667.71
SCANA (SCE&G) Gas Franchise Fee	\$0.00	\$98,372.81
Santee Cooper Franchise Fee	\$0.00	\$616,723.89
Telcom - Windstream Franchise Fee	\$0.00	\$0.00
ABC Temporary Permits	\$0.00	\$190,455.00
Homestead Exemption Tax	\$0.00	\$0.00

**INVESTMENT RETURNS**

Repurchase Agreements	1.12%
CD's	2-3%

# UTILITY BILLING DECEMBER 2019

Dec-19	<u>WATER</u>	<u>SEWER</u>	<u>GARBAGE</u>	<u>CAPITAL FEES</u>	<u>STORM WATER</u>
TOTALS	\$560,027	\$420,953	\$428,363	\$179	\$245,723

<b>USAGE TOTALS</b>					
	<u>H2O USAGE</u>	<u>SEWER USAGE</u>	<u>H2O SERVICES</u>	<u>SEWER SERVICES</u>	<u>BANK DRAFTS</u>
TOTALS	112,538	81,683	14,259	14,139	4,454

<b>BILLING TOTALS</b>				
	<u>DATE</u>	<u>WATER</u>	<u>SEWER</u>	<u>GARBAGE</u>
	12/19/2019	560,027	420,953	428,363

PURCHASING  
MONTHLY REPORT  
December 2019

## BID REQUIREMENTS:

<b>Bid Number</b>	<b>Description</b>	<b>Dept.</b>	<b>Update</b>
2019-018JK	Bicycle Tours	Parks/Recreation	<b>Under Evaluation</b>
2019-029JK	Drink Provider, Sports Park	Parks/Rec	<b>Under Evaluation</b>
2019-034JK	Hazard Mitigation Plan	Planning	<b>ESP Associates : Award</b>
2019-038JK	Resurface Improvements – Fall 2019	Public Works	<b>PO 73656: Southern Asphalt</b>
2019-039JK	Recreation Athletic Shirts	Parks/Recreation	<b>PO 73652: Ad Wear</b>
2019-042JK	Yow Park Restroom	Parks/Recreation	<b>Edge Construction: Contract in Process</b>
2019-043JK	Support Services Building	Finance	<b>PO 73680: Baldwin Construction</b>

## PURCHASING:

Number of Purchase Orders 79  
Purchase Order Dollars \$1,621,448.56

## Grants Update

<i>New Grant Proposal</i>	<i>Request</i>	<i>Department</i>	<i>Amount to be Requested/ Requested</i>	<i>% Match</i>	<i>Proposal Due Date</i>	<i>Expected Notification Date</i>
FEMA Hazard Mitigation Grant Program due to Hurricane Florence	Funding to update City's Hazard Mitigation Plan	Public Works	\$71,250	25% (\$23,750)	31-May-19	Unknown
FY 2019 Bulletproof Vest Partnership	Bulletproof Vests (35)	Public Safety	\$11,890	50% (\$11,890.38)	28-May-19	Unknown
2020 SCPRT Recreational Trails Program	Robert Edge Parkway Multipurpose Trail	Public Works	Application in progress	20%	31-Jan-20	Spring 2020
USDA or SCEMD	Repair erosion at Heritage Shores Nature Preserve due to Hurricane Dorian	Parks & Recreation	Application in progress	25%	28-Feb-19	Unknown

### Other Activities

<i>Grant Administration</i>	Continued grant administration: SCDOT LPA paperwork for East Coast Greenway project; worked with Public Works on third phase of oceanfront recycling program; SCDOT LPA paperwork for South Ocean Boulevard widening; USDA Emergency Watershed Protection grant information for potential erosion repair project at Heritage Shores Nature Preserve; 2020 SCPRT Recreational Trails Program - participated in conference call with PRT; researched various housing information at PIO's request; Horry County SWA paperwork for recycling igloos; prepared for SCPRT on-site park improvement inspections; met with SCPRT staff while conducting on-site park improvement inspections; organized paperwork and prepared maps pertaining to federally-funded park improvements from the 1960s through the early 1990s
<i>Research/Review/Miscellaneous</i>	Conducted research to find potential funding sources for various City projects