

MONTHLY REPORT
FINANCE DEPARTMENT

March 2020

FINANCE DIRECTOR

Most of the month has been spent dealing with the affects of the Coronavirus on the various funds of the City. The economic shutdown will have varying affects on City funds, but all will deal with reduced cash flows. The Finance Department is very much working on maintaining cash and controlling spending in every way possible.

The Department continues to function very well even with the various issues we've been facing. Cash flow at this time is our priority.

Cash Flow Projections for Next Month

<u>Fund</u>	<u>Beginning Balance</u>	<u>Collections</u>	<u>Expenditures</u>	<u>Ending Balance</u>	<u>Yield Spread</u>
General Fund	\$ 13,577,321	\$ 1,500,000	\$ 3,000,000	\$ 12,077,321	.75 to 2.6%
Water/Sewer	\$ 4,079,649	1,500,000	1,800,000	\$ 3,779,649	.75 to 2.6%

ACCOUNTING

In March, 674 Accounts Payable and 1,030 Payroll checks were issued by the Accounting Division. The total dollar amount of all Accounts Payable checks was \$5,208,545.78.

GENERAL FUND
Monthly Report
July 1, 2019 to March 31, 2020

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<u>REVENUES</u>					
Current Taxes	\$ 14,300,000	\$ 14,403,038	\$ 15,400,004	\$ 16,175,576	105%
Delinquent Taxes	375,000	307,361	410,000	271,344	66%
Hospitality Fees	5,181,433	3,033,892	5,238,153	3,028,132	58%
Licenses & Permits	10,321,500	2,622,829	11,031,500	3,023,634	27%
Intergovernmental	1,555,810	616,713	1,398,560	503,544	36%
Fines/Forfeitures	351,000	321,186	346,000	219,347	63%
Use of Money/Property	222,000	140,438	272,000	190,657	70%
Sales/Service Charges	460,000	407,434	512,252	702,552	137%
Miscellaneous/Grants	65,000	99,906	80,000	119,827	150%
Interfund Transfers	1,075,245	545,497	1,159,766	472,508	41%
TOTAL	<u>\$ 33,906,988</u>	<u>\$ 22,498,293</u>	<u>\$ 35,848,235</u>	<u>\$ 24,707,122</u>	<u>69%</u>
<u>EXPENDITURES</u>					
General Government	\$ 2,625,560	\$ 1,821,579	\$ 2,742,124	\$ 2,299,307	84%
Information Services	526,091	464,193	552,726	653,774	118%
Finance	1,096,974	709,849	1,168,246	1,004,105	86%
Public Safety	15,838,283	12,035,150	16,318,871	12,140,840	74%
Community Services	1,882,564	1,298,794	1,982,839	1,401,216	71%
Public Works	2,347,094	1,824,539	2,595,138	2,192,161	84%
Parks & Recreation	4,491,119	3,216,534	4,812,901	2,996,717	62%
Support Services	749,370	631,365	740,388	655,244	89%
Debt Service	777,565	56	-	1,250	0%
Other Financing Uses	3,525,000	-	4,935,000	-	0%
TOTAL	<u>\$ 33,859,620</u>	<u>\$ 22,002,059</u>	<u>\$ 35,848,233</u>	<u>\$ 23,344,615</u>	<u>65%</u>

WATER & SEWER FUND

Monthly Report

July 1, 2019 to March 31, 2020

	<u>FY2019 Annual Budget</u>	<u>FY2019 YTD Actual</u>	<u>FY2020 Annual Budget</u>	<u>FY2020 YTD Actual</u>	<u>% of Budget</u>
REVENUES					
Water Usage	\$ 8,110,000	\$ 5,042,549	\$ 8,300,000	\$ 5,416,409	65%
Sewer Usage	6,150,000	3,853,080	6,250,000	3,981,160	64%
Water Taps	50,000	55,500	75,000	59,600	79%
Sewer Taps	20,000	23,700	30,000	12,050	40%
Interest on Investments	125,000	39,744	125,000	(36)	0%
Service Charges	75,000	51,090	75,000	48,350	64%
Late Payment Penalties	80,000	52,146	80,000	40,982	51%
Grants	-	-	-	-	0%
Miscellaneous	<u>237,500</u>	<u>190,605</u>	<u>237,500</u>	<u>337,255</u>	<u>142%</u>
TOTAL	<u>\$ 14,847,500</u>	<u>\$ 9,308,413</u>	<u>\$ 15,172,500</u>	<u>\$ 9,895,770</u>	<u>65%</u>
EXPENSES					
Water Billing	\$ 676,479	\$ 496,309	\$ 702,741	\$ 484,985	69%
Public Works Admin.	821,329	565,800	864,611	596,005	69%
Wastewater Treatment	2,281,486	1,457,346	2,290,799	1,291,716	56%
Wells/Lift Maintenance	1,975,562	1,334,200	2,180,094	1,405,463	64%
Construction/Maintenance	4,313,947	3,345,703	4,856,184	3,203,887	66%
Overhead Allocation	2,825,404	2,119,095	2,961,283	2,220,957	75%
Depreciation	3,236,537	2,427,403	3,202,500	2,441,986	76%
Debt Interest	<u>108,888</u>	<u>86,450</u>	<u>46,275</u>	<u>44,275</u>	<u>96%</u>
TOTAL	<u>\$ 16,239,632</u>	<u>\$ 11,832,306</u>	<u>\$ 17,104,487</u>	<u>\$ 11,689,274</u>	<u>68%</u>

SOLID WASTE
Monthly Report
July 1, 2019 to March 31, 2020

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<u>REVENUES</u>					
Miscellaneous Revenue	\$ -	\$ 100	\$ -	\$ 19,580	-
Fees Billed	5,150,000	3,843,141	5,200,000	3,888,249	75%
Late Payment Penalties	27,500	19,965	27,500	18,691	68%
Interest on Investments	-	3,145	-	2,092	-
Grants	-	-	40,000	-	-
Interfund Transfer - A-Tax	178,959	116,878	193,833	117,114	60%
TOTAL	<u>\$ 5,356,459</u>	<u>\$ 3,983,228</u>	<u>\$ 5,461,333</u>	<u>\$ 4,045,726</u>	<u>74%</u>
<u>EXPENDITURES</u>					
Commercial Collection	\$ 484,816	\$ 315,606	\$ 497,226	\$ 317,074	64%
Transfer Station	1,054,648	685,028	1,071,175	605,933	57%
Residential Collection	1,083,746	743,636	1,109,473	752,721	68%
Trash/Litter Collection	338,529	227,897	359,848	236,095	66%
Beach Cleaning	254,657	149,403	257,323	126,325	49%
Recycling	374,714	304,120	417,839	304,951	73%
Depreciation Expense	550,000	412,500	550,000	412,500	75%
Overhead Allocations	806,556	603,000	806,556	621,072	77%
TOTAL	<u>\$ 4,947,666</u>	<u>\$ 3,441,189</u>	<u>\$ 5,069,440</u>	<u>\$ 3,376,671</u>	<u>67%</u>

BEACH SERVICES
Monthly Report
July 1, 2019 to March 31, 2020

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
REVENUES					
Miscellaneous Revenue	\$ 20,000	\$ 11,382	\$ 20,000	\$ 12,489	62%
NMB Merchandise Sales	-	30	-	-	-
Beach Obstruction Removal Fee	-	-	-	-	-
Rentals	2,250,000	1,258,675	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	103,062	107,567	64,992	60%
Interfund Transfer- Local A-Tax	363,862	-	363,862	-	0%
Transfer from General Fund	-	-	-	-	0%
Less Sales Tax	(185,000)	(117,082)	(185,000)	(113,491)	61%
TOTAL	\$ 2,991,667	\$ 1,518,394	\$ 3,341,429	\$ 1,496,131	45%
EXPENSES					
Personnel - Concessions	\$ 603,452	\$ 368,191	\$ 748,779	\$ 477,120	64%
Oper.& Maint.- Concessions	269,299	153,951	281,137	149,931	53%
Personnel - Lifeguards	683,337	417,933	683,337	489,827	72%
Oper.& Maint.- Lifeguards	52,730	62,863	68,730	76,156	111%
Depreciation	150,000	112,500	150,000	112,500	75%
Overhead Allocations	626,520	469,872	614,189	460,647	75%
Transfer Out NMB Enterprise Fund	200,000	-	300,000	-	0%
TOTAL	\$ 2,585,338	\$ 1,585,310	\$ 2,846,172	\$ 1,766,181	62%

AQUATICS & FITNESS CENTER

Monthly Report

July 1, 2019 to March 31, 2020

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<u>REVENUES</u>					
Membership Fees	\$ 1,659,000	\$ 1,341,915	\$ 1,759,000	\$ 1,348,434	77%
Enrollment Fees	55,000	51,118	60,000	47,162	79%
Grants	-	-	-	-	0%
Programs - Operating	240,000	221,223	297,500	217,373	73%
Programs - Nonoperating	10,000	(9,326)	15,000	7,950	53%
Local Accommodations	823,205	675,884	823,205	670,960	82%
A-Tax Transfer In	-	-	-	-	0%
Less Sales Tax	-	(4,081)	-	(3,576)	0%
Miscellaneous	1,000.00	307	2,000.00	292	0%
TOTAL	<u>\$ 2,788,205</u>	<u>\$ 2,277,040</u>	<u>\$ 2,956,705</u>	<u>\$ 2,288,595</u>	<u>77%</u>
Administration	\$ 863,630	\$ 670,096	\$ 936,601	\$ 697,645	74%
Aquatics	289,558	199,130	315,158	214,792	68%
Activity Specialist	209,858	128,027	194,466	135,204	70%
Fitness	278,268	190,127	279,826	188,150	67%
Custodians	152,888	104,516	158,228	102,203	65%
Depreciation	275,000	206,250	295,000	207,917	70%
Interest	114,658	47,199	107,522	40,063	37%
Overhead Allocations	238,448	178,821	237,996	178,497	75%
TOTAL	<u>\$ 2,422,308</u>	<u>\$ 1,724,167</u>	<u>\$ 2,524,797</u>	<u>\$ 1,764,471</u>	<u>70%</u>

NMB ENTERPRISE
Monthly Report
July 1, 2019 to March 31, 2020

	FY2019 Annual Budget	FY2019 YTD Actual	FY2020 Annual Budget	FY2020 YTD Actual	% of Budget
<u>REVENUES</u>					
NMB Park Sponsorships	\$ 130,000	\$ 65,171	\$ 130,000	\$ 58,555	45%
NMB Field/Tourn Rentals	105,000	80,294	105,000	69,529	66%
NMB Park Rentals	30,000	9,262	30,000	15,380	51%
NMB Park Admissions	45,000	37,011	45,000	46,025	102%
NMB Park Concessions	330,000	265,155	330,000	281,858	85%
NMB Park Vending	500	2,757	500	2,687	537%
NMB Merchandise Sales	15,000	-	15,000	-	0%
Revenue Share Activities	75,000	71,643	75,000	57,616	77%
Christmas Light Show	500,000	392,515	450,000	431,503	96%
Private Donations	-	-	-	-	0%
Sales Tax	(30,000)	(35,318)	(30,000)	(48,702)	162%
Miscellaneous	-	1,424	-	1,265	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	84,811	84,500	51,055	60%
TOTAL	<u>\$ 1,680,359</u>	<u>\$ 974,724</u>	<u>\$ 2,000,000</u>	<u>\$ 966,772</u>	<u>48%</u>
<u>EXPENSES</u>					
Concessions	\$ 357,580	\$ 264,847	\$ 389,786	\$ 320,492	82%
Christmas Light Show	138,000	206,540	212,600	241,178	113%
Amusements	-	-	67,155	270	0%
Depreciation	985,033	210,000	280,000	210,000	75%
Overhead Allocations	539,605	493,740	657,129	574,632	87%
Transfer - General Fund	-	-	75,000	-	0%
TOTAL	<u>\$ 2,020,218</u>	<u>\$ 1,175,127</u>	<u>\$ 1,681,670</u>	<u>\$ 1,346,572</u>	<u>80%</u>

Utility Billing / Meter Reading

Monthly Report

4/8/2020

Reading Dates:

	Previous Month:	Present Month:
O.D.	01/15 to 01/16	02/19 to 02/20
W.H.	01/21 to 01/22	02/25 to 02/26
C.B.	01/28 to 01/28	03/03 to 03/03
C.G.	02/03 to 02/10	03/04 to 03/10

Customer Service:

	O.D.		W.H.		C.B.		C.G.	
	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD
H2O ON	39	97	24	76	16	43	45	140
H2O OFF	11	32	12	24	7	15	10	28
NEW INSTALLS	15	19	17	48	4	8	25	43
HIGH RDG. CHECKS	5	43	5	65	16	32	22	74

Maintenance Program

	Current Period	Year to Date
3/4" Meters Replaced	13	79
3/4" Meters Raised	1	1
Meter Boxes Replaced	15	18
Meter Boxes Raised	17	32
Meter Lids Replaced	1	6

	O.D.		W.H.		C.B.		C.G.	
	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD
Flow Tests	1	1	0	0	0	0	0	0

Zero Consumption Replacements

	MTD	YTD
Ocean Drive	0	4
Windy Hill	0	1
Crescent Beach	1	5
Cherry Grove	11	15

MONTHLY REPORT - FINANCE
March 2020
REVENUES

REVENUES	March 2020	FY2020 Actual	FY2020 Budget	% of Budget
Property Taxes	\$274,245.90	\$16,918,351.50	\$15,400,000	110%
Business Licenses	\$492,957.35	\$1,035,515.86	\$7,600,000	14%
Business License Penalties	\$4,633.31	\$48,131.42	\$50,000	96%
Hospitality & Local Accom. Taxes	\$411,361.76	\$8,178,891.51	\$6,416,220	127%
Hospitality & Local Accom. Penalties	\$649.46	\$25,587.46	\$9,000	284%
Santee Cooper Franchise	\$0.00	\$1,388,540.94	\$1,600,000	87%
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	110	965
Total Businesses Contacted	155	1275
New Businesses Licensed	18	107
License Fees Collected	\$21,633.78	\$359,428.00

MISCELLANEOUS REVENUES

Horry County \$30 Road Tax (Motor Carrier)	\$0.00	\$589,157.00
State Aid to Subdividers	\$0.00	\$244,539.24
Merchant's Inventory Reimbursement Tax	\$0.00	\$18,307.88
Spectrum Franchise Fee	\$0.00	\$461,537.18
HTC Cable Franchise Fee	\$0.00	\$55,781.23
Frontier Cable Franchise Fee	\$0.00	\$11,458.01
Horry Electric Franchise Fee	\$0.00	\$218,635.64
SCANA (SCE&G) Gas Franchise Fee	\$0.00	\$98,372.81
Santee Cooper Franchise Fee	\$0.00	\$1,388,540.94
Telcom - Windstream Franchise Fee	\$750.00	\$750.00
ABC Temporary Permits	\$0.00	\$241,000.00
Homestead Exemption Tax	\$0.00	\$0.00

INVESTMENT RETURNS

Repurchase Agreements	1.12%
CD's	2-3%

UTILITY BILLING MARCH 2020

Mar-20	<u>WATER</u>	<u>SEWER</u>	<u>GARBAGE</u>	<u>CAPITAL FEES</u>	<u>STORM WATER</u>
TOTALS	\$501,124	\$418,357	\$429,431	\$29	\$246,218

USAGE TOTALS					
	<u>H2O USAGE</u>	<u>SEWER USAGE</u>	<u>H2O SERVICES</u>	<u>SEWER SERVICES</u>	<u>BANK DRAFTS</u>
TOTALS	91,724	80,879	14,271	14,152	4,508

BILLING TOTALS				
	<u>DATE</u>	<u>WATER</u>	<u>SEWER</u>	<u>GARBAGE</u>
	3/19/2020	501,124	418,357	429,431

PURCHASING

MONTHLY REPORT

March 2020

BID REQUIREMENTS:

Bid Number	Description	Dept.	Update
2020-006JK	Dehumidifier Units AFC	AFC	PO 73732, Piedmont Service Group
2020-007JK	Fun Zone	Parks Rec	Nittany Valley, contract in process
2020-008JK	Tennis Court Resurfacing	Parks Rec	Signature Tennis Courts, pending
2020-009JK	Tennis Court & PW Fencing	Parks Rec/PW	Due April 23, 2020
2020-010JK	Fitness Equipment – AFC	AFC	PO 73747, Gym Source
2020-011JK	Spring Flowers	Park Rec	PO 73733, Kings Greenhouse
2020-012JK	Street End Maintenance	Parks Grounds	Bid Open: March 26: Award pending review
2020-014JK	Tennis Court Shelter	Parks Grounds	Bid Open: March 25: Award pending review
2020-015JK	Survey Sports Park	Parks Grounds	Bid Open April 2, 2020
2020-016JK	Median Landscape – Hwy 17 & Coastal N	Parks Grounds	Bid Open April 7, 2020
2020-017JK	Media Sand Replacement Ocean Dr. WWT	Public Works	Bid Open: April 22, 2020
2020-018JK	Parking Lot Resurfacing	Parks Grounds	Bid Open: April 14, 2020
2020-019JK	Batting Cage Turf Replacement	Parks Rec	Bid Open: April 23, 2020

PURCHASING:

Number of Purchase Orders	109
Purchase Order Dollars	\$704,039.29

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>
FY 2019 Bulletproof Vest Partnership	Bulletproof Vests (35)	Public Safety	\$11,890	50% (\$11,890.38)	May 28, 2019	Unknown
SCEMD - Hazard Mitigation Grant Program	Repair erosion at Heritage Shores Nature Preserve due to Hurricane Dorian	Parks & Recreation	\$56,250	25% (\$18,750)	Pre-application due February 28, 2020	Full application due May 28, 2020
2020 South Carolina Forestry Commission - Urban & Community Forestry Program	Training for 3 staff members	Parks & Recreation	\$1,031	100% (\$1,031.85)	February 28, 2020	Spring 2020
Arbor Day Foundation - Community Tree Recovery	Trees and shrubs	Parks & Recreation	Application in progress	None	Open	Unknown
COPS Hiring Grant	Hire five (5) officers	Public Safety	\$625,000	25% (\$472,674.10)	March 11, 2020	Unknown
FY 2019 Assistance to Firefighters Grant	Respirators	Public Safety	\$4,938	5% (\$235.14)	March 13, 2020	Unknown
FY 2019 Assistance to Firefighters Grant	Rescue truck	Public Safety	\$1,000,000	5% (\$47,619.05)	March 13, 2020	Unknown
FY 2020 SCDPS Justice Assistance Grant	Application in progress	Public Safety	Application in progress	10%	April 3, 2020	Unknown
FY 2021 SCDHEC Solid Waste Reduction & Recycling Grant	Application in progress	Public Works	Application in progress	100%	July 1, 2020	Unknown
Other Activities						
<i>Grant Administration</i>	Continued grant administration: SCDOT LPA paperwork for East Coast Greenway project; SCDOT LPA paperwork for SOB widening; paperwork for SCEMD HMGP grant; DHEC Recycling grant paperwork; attended meeting with Parks & Rec and SCDNR; read SCEMD PA guidance for COVID-10 reimbursement and created corresponding spreadsheet; prepared quarterly report for Horry County SWA recycling grant; attended meeting with Public Works and residents regarding bike lanes/trails					
<i>Research/Review/Miscellaneous</i>	Conducted research to find potential funding sources for various City projects					