

**FY 2020-2021 Budget Prep Worksheet
Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	GENERAL FUND - REVENUE									
10-3210-075	Transp Network Coll (TNC)	100	340	300	536	375	857	600		paid quarterly
10-3210-070	Ins Tax Coll Pgm & Brokers Tax Coll Pgm (ITCP & BTCP)	385,000	489,128	425,000	507,520	460,415	398,953	508,000		receive May & June, avg inc \$400K/yr
10-3210-071	Telecom Tax Coll Pgm (TTCP)	25,000	16,664	20,000	15,320	18,340	18,260	23,505		paid quarterly
10-3210-072	Local Opt Sales Tax (LOST)	400,000	401,110	336,552	425,453	403,315	486,639	425,000		monthly
10-3210-073	Sunday Liquor Licenses (LOP)	7,500	6,300	7,500	3,000	9,666	3,000	3,000		Annually
10-3210-074	Aid to Subdivisions	40,000	45,954	45,000	46,520	46,020	48,224	48,224		paid quarterly
10-3210-076	Merchants Inventory		7		13	13		13		
10-3110-060	Building Permits & Fees	185,000	200,432	202,111	162,181	180,679	161,413	200,000		
10-3110-061	Re-inspection fees		7,470		5,310		3,825			
10-3110-062	Business Licenses - Inside BW	94,871	116,847	113,351	106,656	123,293	103,095	91,525		
10-3110-063	Business Licenses - Outside BW	80,188	95,005	92,491	94,281	104,148	112,318	110,000		
10-3810-099	Park & Amphitheater Rentals		8,458	8,000	8,890	5,500	6,195	3,000		to help offset Park & Recs expense
10-3110-064	Franchise Fees	225,000	283,576	250,000	348,403	273,457	511,481	357,000		due June 30
10-3910-069	Misc Revenues (Other Fees/Taxes)	10,000	14,381		6,828	15,060	10,691	6,000		commemorative trees, license plates, etc
10-3910-095	Interest Income	1,854	1,691	1,384	2,332	2,536	1,516	1,750		
10-8980-098	State Accommodations Tax to GF	28,847		27,905	29,111	28,058	29,469	29,150		by statute
10-8980-099	Manor Op'g Fund to GF									for Manor portion of salaries & benefits
10-8980-100	GF CIP to GF			27,520	22,563			13,000		
	TOTAL - GEN FUND REVENUE	1,533,360	1,687,363	1,565,114	1,784,917	1,670,875	1,895,936	1,819,767	-	

Final - 06/22/2020

ACTUAL

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	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	GENERAL FUND EXPENDITURES									
	Governing Body									
10-4110-180	Mayor Salary	9,000	9,000	9,000	8,999	10,050		10,800		
10-4110-180	Council Salaries	21,500	24,115	24,000	24,635	26,800	35,007	28,800		
10-4110-181	FICA - Mayor	689	689	689	689	769		826		
10-4110-181	FICA - Council	1,645	1,465	1,836	1,485	2,052	2,512	2,204		
10-4110-182	Retirement	2,034	1,764	3,058	2,982	3,650	2,998	2,980		16.56% for FY21 (BF & DB)
10-4110-183	Health Insurance	11,569	8,823	11,397	11,693	12,636	4,994			Mayor nor council have health insurance through the Town
10-4110-310	Other Expenses	4,000	1,671	4,000	1,372	4,000	5,177	5,000		travel, training, meetings (TC, PC, BAR, BZA)
10-4110-290	Misc	462	216	500	-	1,000	969	16,500		AV Upgrade for TC meetings
10-4110-491	Municipal Memberships	2,175	3,175	3,500	3,053	3,500	3,120	3,500		CMCOG (2310), Midlands Mayors Forum, MASC dues
10-4110-499	Election expenses (Nov 2019)	1,342	2,143	-		3,000	460			
	TOTAL Governing Body	54,416	53,061	57,980	54,908	67,457	55,237	70,610	-	
	Administration									
10-4120-180	Salaries - incl 1.6% COLA for FY21	233,032	223,421	217,504	219,357	254,503	256,824	263,668		KBC, MC, JE, SY, HK (100%)
	Salaries - 3% merit increase	6,802		6,525		7,640		7,910		
10-4210-181	FICA (based on 1.6% COLA)	17,827	17,091	17,055	14,836	19,471	19,127	20,171		
	FICA on 3% merit increase	520		499		584		605		7.65% of \$7,910 merit pot above
10-4120-182	Retirement (based on 1.6% COLA)	31,600	32,530	32,460	30,105	33,150	39,962	43,663		
	Retirement on 3% merit inc	922		950		5,560		1,310		16.56% of \$7,910 merit pot above
10-4120-183	Health Insurance	9,274	9,860	13,829	12,681	20,518	19,237	20,386		SH & JS insurance included in Manor budget
10-4120-310	Travel & Training	4,000	4,778	6,000	2,854	6,000	2,529	5,000		
10-4120-189	Tuition Reimbursement/Other	2,500	1,776	2,500	-					set aside for EAP, but used for misc HR expense
10-4120-190	HR Administration		318	500	4,175	4,055	4,411	5,800		Performance-\$4400, background checks, MASK-\$900
10-4120-186	Workers Comp	12,864	9,532	9,000	7,230	7,360	6,220	6,000		based on 2019 premiums & audit adjustment
10-4120-451	Gen Insurance	11,000	10,180	11,000	10,642	11,000	11,249	13,500		GL, E&O, Auto (incr due to property sched adds)
10-4120-260	Office Supplies	7,000	6,519	7,500	6,096	7,500	5,742	7,500		
10-4120-510	Office Furniture	625	472	1,000	1,402	5,000	5,175	1,500		
10-4120-321	Telephone Services	12,500	12,610	11,000	10,980	11,040	11,085	5,000		VC3 phone
10-4120-440	Internet Services	5,000	4,284	2,520	2,534	2,520	3,173	4,020		TWC (dedicated VOA) + Broadsky
10-4120-430	IT Support Services	4,200	4,750	4,200	3,850	-				
10-4120-340	Copier	7,740	5,246	6,000	4,723	5,000	3,625	3,660		Presidio \$3480 & Carolina Office Systems \$180
10-4120-325	Postage	1,500	1,203	1,300	1,002	1,080	1,140	2,000		
10-4120-370	Advertising - Plng & Zoning	2,500	2,589	3,500	2,708	3,500	2,890	4,000		
10-4120-491	Dues/Subscriptions	1,500	2,019	2,500	420	2,500	1,229	2,500		
10-4120-425	Offsite Storage - files	1,600	1,674	1,704	1,609	2,000	1,821	2,100		Storage Express
10-4120-200	Bank charges	8,020	7,793	8,000	8,142	9,295	6,406	9,250		payment card processing, ACH/NSF fees
10-4120-311	Safety training (AED/CPR)	2,500	-	2,500	-	2,500		2,500		**Need to renew 09/2020
10-4120-445	Acctg software maint	13,000	9,175	10,100	5,148	480	1,043	1,980		annual services-QB \$1800 & Guru \$180
10-4120-375	Community Promotions	15,000	4,781	7,500	8,330	12,500	35,311	18,000		
	Utilities									
10-4120-331	Electric	5,500	4,021	5,000	3,219	3,230	3,278	3,700		

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10-4120-334	Water	600	512	600	618	635	608	1,000		
10-4120-335	Sewer	500	468	650	657	657	656	1,000		
10-4120-446	Website Maintenance	2,300	2,700	2,700	2,700	2,700	2,300	2,300		annual maintenance fee (Revize)
10-4120-499	Miscellaneous			-				500		
	TOTAL - Administration	421,926	380,301	396,096	366,018	441,978	445,041	460,523	-	

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	Legal & Professional									
10-4150-180	Legal - Staff Salaries	35,622	35,623	35,622	34,937	35,622	35,622	35,622		JSM
10-4150-181	FICA/Medicare	2,725	2,725	2,725	2,793	2,725	2,605	2,725		
10-4150-182	Retirement	4,937	5,187	5,187	5,001	5,543	5,543	5,543		16.56% for FY21
10-4150-183	Health Insurance	4,766	4,693	4,693	4,787	5,196	4,832	5,162		
10-4150-191	Accounting Services	1,000	13,423	25,000	19,871	25,000	5,096	20,000		
10-4150-194	Audit Services - Contract	8,250	8,250	8,250	8,250	8,250	8,250	8,250		Love Bailey
10-4150-199	Legal - Outside Counsel	10,000	4,880	10,000	9,257	12,500	23,172	25,000		
10-4150-196	Planning & Develop Svcs	40,000	39,600	40,000	7,060	10,000	58	10,000		
10-4150-440	IT Support	55,000	52,126	46,350	49,995	58,320	54,853	50,000		VC3 \$42,000 & Pitbull \$7,200
10-4150-193	Econ Development	10,000	9,916	10,800	9,900	10,800	10,800	10,800		E Parler
10-4150-195	Engineering/Landscaping	10,000	1,683	5,000	940	10,000	1,125	10,000		Site plan
10-4150-280	Ordinance Codification	3,000	3,072	3,000	1,666	3,000	2,066	3,000		
10-4150-310	Travel/Training	1,000		1,000	50					
10-4150-441	CMCOG Contracted Services	50,000	30,000	20,000	-	35,000		45,000		TIS for Blythewood/Langford Road realignment & Update Comprehensive plan
	TOTAL - Legal & Professional	236,800	211,177	218,127	154,507	221,956	154,022	231,102	-	

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	Public Works									
10-4410-180	Salaries - incl 1.6% COLA for FY21	108,620	104,573	106,225	118,302	119,766	122,182	125,664		CM, JM, LR
	Salaries - 3% merit increase	3259		3,187		3,594		3,771		
10-4410-181	FICA - on salaries with 1.6% COLA	8310	8,000	8,264	8,723	9,162	9,011	9,613		
	FICA on 3% merit increase	249		244		275		288		
10-4410-182	Retirement	14730	15,226	15,729	16,336	18,635	19,012	20,809		16.56% for FY21
	Retirement on 3% merit increase	442		464		560		625		
10-4410-183	Health Insurance	21264	24,924	21,227	21,434	23,227	21,821	23,057		
10-4410-212	Safety Shoe-Clothing	900	750	900	934	900	540	900		public works employees (CM, JM & LR)
10-4410-290	Supplies	3000	2,327	2,500	1,708	2,500	893	2,500		cones, lights, weed killer, hardware
10-4410-440	Contracted Services	45000	34,912	27,500	32,188	34,000	40,465	46,660		Schultz \$10800; Klein \$5000; I-77 4 corners\$18600, mulch Germinator
10-4410-447	Landscape Materials	3000	1,494	500	562	3,500	1,033	3,500		pinestraw, mulch, fill sand, new plants HH
10-4410-550	Vehicles & Equipment	0	0	23,400	19,518	-		23,000		new vehicle
10-4410-351	Maint & Repair - Town Hall	5000	2,171	3,000	2,764	4,000	4,613	5,800		Broom\$350, Terminix \$675, Cola Fire \$250, Bug mast \$600+ repairs
10-4410-354	Maint & Repair - Streets	1000	2,750	3,000	191	1,000	262	500		pothole/sidewalk repairs
10-4410-356	Beautification Projects			7,500	8,013	8,500	8,302	10,000		Christmas Committee's proposal, Phase 2 only
10-4410-490	Signage	2500	1,642	2,500	(1,561)	3,500	3,261	5,000		damage allowance; new directional signs
	Utilities			-						all electricity costs, prior years
10-4410-331	Electricity (streetlights)	28,000	26,690	28,000	26,047	25,000	26,166	26,250		streets; charging stations
10-4410-251	Gas & Oil	2,000	1,623	2,200	1,944	2,500	2,577	3,200		all vehicles (1 gas, 1 hybrid, 1 new)
10-4410-337	Waste Container Service	2,700	2,823	2,800	2,736	2,500	2,953	3,200		dumpster behind Town Hall
10-4410-253	Vehicle Maintenance	1,200	2,039	1,500	1,757	3,000	2,725	3,000		oil changes, repairs
10-4410-252	Vehicle tires	200	204	855	566	1,500	469	1,000		2 for SUV, 4 for Chevy pickup
10-4410-499	RR ROW Lease	313	320	325	568	325	333	325		annually to Norfolk-Southern
10-4410-499	Miscellaneous	2,800	498	-	-	500		-		
	TOTAL - Public Works	255,687	232,966	261,820	262,730	268,444	266,618	318,662	-	

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	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	Inspections & Code Enforcemt									
10-4310-180	Salaries (with 1.6% COLA)	33,630	33,741	34,716	35,820	36,365	37,036	38,055		KW
	Salaries - 3% merit increase	1,009		1,041		1,091		1,142		
10-4310-181	FICA	2,573	2,581	2,656	2,719	2,782	2,751	2,911		
	FICA on 3% merit increase	77		80		83		87		
10-4310-182	Retirement	4,560	4,913	5,055	4,929	5,658	5,763	6,302		16.56% for FY21
	Retirement on 3% merit increase	137		152		170		189		
10-4310-183	Health Insurance	4,766	6,860	4,693	5,649	7,904	7,417	7,833		
10-4310-212	Clothing Allowance			150	-	125		150		
10-4310-440	Contracted Services	170,000	136,411	160,000	117,029	165,000	120,067	165,000		RCI Building & fire Inspections
10-4310-260	Supplies	300		300	-	-				
10-4310-310	Travel & Training	500	20	500	-	500		350		
	TOTAL - Insp & Code Enf	217,552	184,526	209,343	166,146	219,678	173,034	222,019	-	

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Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	Parks & Recreation & Amphitheater									
10-4510-180	Salaries		2,987	5,000	5,132	5,000	4,841	5,000		
10-4510-210	Cleaning Supplies	8000	1,319	1,580	372	1,000	386	1,000		restroom supplies
10-4510-240	Building/Park Supplies	4000	1,379	17,000	7,173	10,000	6,868	11,000		unrelated to cleaning & landscaping + Amph
10-4510-351	Repair - Project - Park	7000	11,243	10,000	8,609	12,500	6,644	13,000		irrig repairs, tree maintenance
	Utilities			-						
10-4510-331	Electricity (path, RR, FM)	43000	46,799	46,725	42,253	41,070	48,387	55,389		trail lighting & park streets + Amphitheater
10-4510-334	Water (restrooms)	600	561	650	582	585	645	850		
10-4510-335	Sewer (restrooms)	1150	1,171	1,563	1,643	1,650	1,641	1,850		
10-4510-290	Miscellaneous	7000	18,600	-	(202)	500	54	475		ASCAP
10-4510-430	Playground Equip/Maintenance	1000	1,071	1,000	-	2,500		2,500		
10-4510-352	Equipment Repairs/Maint	500	1,386	4,500	1,882	4,500	2,138	4,500		
	Maintenance Services			-						
10-4510-440	Service/Maint	2700	2,425	4,855	1,105	1,200	795	3,400		Tree Maintenance & Germinator
10-4510-441	Lake Management	4200	4,472	4,200	3,578	4,200	4,550	4,200		Aquatic Mgmt Services
10-4510-442	Landscape	26000	18,765	29,820	14,193	10,000	4,694	22,500		fertilizer/weed control-\$5100 & Lawn service
10-4510-443	Irrigation	3500	2,126	3,500	1,214	3,500	8,430	5,000		Klein
10-4510-444	Video security sys - Contract	1500	900	900	675	900	900	900		
10-4510-447	Landscape Materials			7,000	5,151	7,000	1,681	5,000		plants, fill sand, mulch, pinestraw
10-4510-550	Park & Playground Improvements	10000	8,968	9,250	3,629	12,000		12,000		
10-9100-750	Base Pymt to BFC Trustee	98707	101,395	98,838	90,510	89,549	90,709	89,959		GF portion of FY20 base payment
	TOTAL - Parks & Recreation	227,197	225,993	247,592	187,459	208,037	183,363	238,523	-	

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	Amphitheater									
10-4710-180	Salaries - park attendants	4,608		-	-					Labor expense is in Parks & Rec dept budget
10-4710-180	Salaries - AV tech	4,800		-	-					
10-4710-181	FICA	720		-	-					
	Utilities			-						
10-4710-331	Electric	1,200	1,363	2,750	1,490	1,500	1,682			4 Fairfield Electric metered accounts
10-4710-290	Supplies	750	2,216	3,500	213	1,000	31			
10-4710-290	Event Equipment	300		-	-					cones, flashlights, radios, etc.
10-4710-290	Power & mike cords	250		-	-					
10-4710-351	Maintenance		1,134	2,000	1,250	1,000	560			
10-4710-440	Facility/Event Management		348	350	357	375	363			annual ASCAP license
	TOTAL - Amphitheater		5,061	9,600	3,310	3,875	2,636	-	-	<u>MOVED TO PARK 10-4510</u>

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	Outside Agency Requests									
10-4810-499	Transitions	5,000	5,000	5,000	5,000	5,000	5,000	5,000		annual sponsorship
10-4810-499	Christian Assistance Bridge	5,000	5,000	5,000	5,000	5,000	5,000	6,500		annual sponsorship
10-4810-499	YMCA	1,000	1,000	1,000	1,000	1,000	1,000	1,000		annual sponsorship
10-4810-499	GBCC	15,000	15,000	17,500	17,500	3,500	3,500	5,000		annual sponsorship
10-4810-499	Meals on Wheels/Senior Res.	5,000	5,000	5,000	5,000	5,000	5,000	6,500		annual sponsorship
10-4810-499	Big Red Barn	1,000	1,000	1,000	1,000	1,000	1,000	1,000		annual sponsorship
10-4810-499	Camp Discovery					1,000	1,000	1,500		annual sponsorship
10-4810-499	Community Keys							3,000		annual sponsorship
10-4810-499	Stone House Ministries					1,000	1,000	1,000		annual sponsorship
	TOTAL - Outside Agency Reqts	32,000	32,000	34,500	34,500	22,500	22,500	30,500	-	
10-9200-981	Transfer to Manor	29,768	-	29,797	29,727	26,800	26,800	27,442		\$12K tc mtg usage & 25% SH comp for GF activities \$15442
10-9200-980	Transfer - Other	-	79,376	-	250					
10-9200-983	Transfer to Municipal Court	1,500	1,310	1,400	1,400	1,400	1,400	1,800		magistrate court judge & clerk
10-9200-982	Transfer to Capital Impr Fund	35,500	-	4,500	4,500	13,000	13,000	33,000		for capital acquisitions, projects
10-9200-991	Contingency	21,014	-	94,359	-	175,750		187,086		use must be approved by Council
	TOTAL - GF EXPENDITURES	1,533,360	1,405,772	1,565,114	1,265,455	1,670,875	1,343,651	1,821,267	0	

rev	1,821,267
exp (without contingency)	1,634,181
diff	187,086

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	CAPITAL IMPROVEMENT FUND									
	CAPITAL IMPR - Revenues									
39-8980-096	General Fund Transfer	35,500	-	4,500	4,500	13,000	13,000	33,000		see 10-9200-982
30-3910-033	DMPF Funding				70,000					
39-3910-095	Interest Earned		317		658		322	365		
	TOTAL - CAPITAL IMP REVENUES	35,500	317	4,500	75,158	13,000	13,322	33,365	-	
	CAPITAL IMPR - EXPENDITURES									
30-4150-031	Legal & Professional Services	0	0	-	39,867	2,500	3,200	2,500		
39-9110-355	Sidewalks	-	-	-	-	-				
39-9110-540	Vehicle Replacement	6,000	-	18,000	-	6,000		6,000		annual x 5 = 30,000
39-9110-581	Roofs & Porch (Hoffman House)	4,000	-	-	-	4,000		24,000		
39-9110-582	HVAC Hoffman House (2 units)	500	-	-	-	500		500		500 x 10
	TOTAL - CAPITAL IMPROVEMENT	35,500	-	27,520	39,867	13,000	3,200	33,000	-	

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	STATE ACCOMM TAX - REVENUE									
21-3210-078	State A-Tax	101,940	86,371	83,103	107,013	94,421	144,609	108,000		
21-3210-078	State A-Tax 65% carried over							57,596		
	TOTAL - SAT REVENUE	101,940	86,371	83,103	107,013	94,421	144,609	165,596	-	
	STATE ACCOMM TAX - EXPENDITURES									
21-9200-981	GF Allocation	28,847	-	27,905	29,111	28,471	29,469	29,150		statutory (\$25K plus 5% SAT)
21-5110-370	Advertising & Promotion (A&P)*	23,082	27,778	17,431	2,000	20,826	17,800	24,900		statutory 30% SAT (Immediate Expenditure)
21-5110-375	Tourism Related	50,011	52,156	37,767	31,710	45,124	40,000	111,546		statutory 65% SAT (spend within 2 years)
	TOTAL - SAT EXPENDITURES	101,940	79,934	83,103	62,821	94,421	87,269	165,596	-	

SAT ALLOCATIONS	
108,000	FY21 projected revenue
(25,000)	first \$25K goes to GF
83,000	balance to allocate by 5%, 30%, 65%
4,150	5% to GF
24,900	30% to Advertising & Promotion - Allocation to be determined
53,950	65% to Tourism Related
83,000	
57,596	65% carried over
111,546	

AVAILABLE FOR A-TAX COMMITTEE ALLOCATION	
SAT - 65% Tourism Related funds	53950
SAT - 65% carried over	57596
AVAILABLE FUNDING	111546
Proposed Allocation of 65% Tourism Related Funds	
SC Diamond Invitational	20000
Doko Rodeo	25000
Doko Film Fest	15000
Queens of the Castle Basketball Showcase-WHS	20000
BYBSL Allstar Tournament & Dixie Youth	6500
WSCGA 3rd SC Open Championship	20000
TOTAL PROPOSED	106500
Remaining for Allocation	5046

**FY 2019-2020 Budget Prep Worksheet
Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	LOCAL ACCOMM TAX - REVENUE									
22-3110-068	Local A-Tax	125,355	143,639	140,784	142,555	137,617	112,011	110,000		
22-3910-095	Interest Income	1,784	184	65	118	130	76	83		
22-3910-098	Approp from Fund Balance									
	TOTAL - LAT REVENUE	\$ 127,139	\$ 143,823	\$ 140,849	\$ 142,673	\$ 137,747	\$ 112,087	\$ 110,083	\$ -	
	LOCAL ACCOMM TAX - EXPENDITURES									
22-5110-375	Promo/Tourism	53,009	52,050	66,620	54,622	70,595	56,209	43,177		
22-9100-750	Transfer to BFC (base payment)	74,030	74,030	74,129	66,906	67,152	66,906	66,906		21% of base payment from LAT
	TOTAL - LAT EXPENDITURES	127,139	126,080	140,849	121,528	137,747	123,115	110,083	-	

AVAILABLE FOR LOCAL ACCOMMODATIONS TAX ALLOCATION	
LAT Promo/Tourism	43,177
AVAILABLE FUNDING	43,177
Proposed Allocation of FY21 LAT Funds	
BHS Tournament of Bands	10,000
Historical Museum	21,500
WHS Tournament of Bands	10,000
Total Proposed	41,500
Remaining for Allocation	1,677

**FY 2020-2021 Budget Prep Worksheet
Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	HOSPITALITY TAX - REVENUE									
23-3110-068	H-Tax Revenue	357,927	388,892	380,855	395,966	387,385	381,254	328,500		
23-3910-095	Interest Income	2,262	819	559	976	1,064	613	708		
23-3910-098	Approp from Fund Balance	71,846	-	-	-	80,000		137,954		Fence on I-77 bridge/Appropriations
	TOTAL - H-TAX REVENUE	432,035	389,711	381,414	396,942	468,449	381,867	467,162	-	
	HOSP TAX - EXPENDITURES									
23-5110-374	Farmers Market	10,720	10,720	10,000	7,000	10,000	7,000	7,000		
23-5110-373	Town Events	34,000	35,468	16,500	16,917	16,500	14,308	23,500		Christmas Tree Lighting & Parade & RRWB
23-5110-375	Tourism Related	59,837	55,765	88,565	96,813	133,697	106,048	127,200		diff between rev & all other expends
23-5110-499	Fund Balance Expense				21,580	80,000		40,000		Fence on I-77 bridge
23-9110-750	Transfer to BFC (base payment)	179,788	179,788	180,027	162,559	163,107	162,487	162,487		51% of base payment
23-9200-980	Transfer to Manor Operating Fd	78,044	-	67,522	50,000	46,445		88,275		To balance Manor expenditures
23-9200-981	Transfer to Manor CIP fund	18,700	-	18,700	18,700	18,700		18,700		Carpet, HVAC, roof for Manor
23-9200-982	Transfer to PCA CIP fund	50,846	-							
	TOTAL - H-TAX EXPENDITURES	432,035	281,891	381,414	373,569	468,449	308,543	467,162	-	

467,162
(339,962)
127,200

known expenses/liabilities
available for Tourism Related events

**FY 2020-2021 Budget Prep Worksheet
Expenditures and Revenues**

*****TABLE FOR ILLUSTRATIVE PURPOSES ONLY. TBD UPON REQUEST SUBMITTAL & REVIEW BY COUNCIL*****

AVAILABLE FOR HOSPITALITY TAX ALLOCATION	
POTENTIAL FUNDING	127,200
Proposed Allocation of FY21 Hospitality Funds	
Big Red Barn Summer Jam	25,000
RibFest	16,700
Holiday Market	5,000
Black History Month	5,000
Spring Market	4,000
Bikes & Beers	5,500
Bravo BW Concert Series	15,000
Bengal Boys Golf	4,500
Big Grab	5,000
Oktoberfest	16,500
Miss SC Blythewood Pageant	4,000
Camp Discovery Bathrooms	15,000
Bethel Hanberry Athletic Association	6,000
HH- Repair Front porch & Steps	-
Park/Hoffman House-Landscaping Project	-
Park/Hoffman House - Speed bumps	-
Park Shed Exterior & HH Security Camera	-
Total Proposed	127,200
Remaining for Allocation	-

*****TABLE FOR ILLUSTRATIVE PURPOSES ONLY. TBD UPON REQUEST SUBMITTAL & REVIEW BY COUNCIL*****

**FY 2020-2021 Budget Prep Worksheet
Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	DOKO MANOR - REVENUE									
51-7110-100	Facility Rentals	205,000	217,527	217,633	228,039	200,000	131,195	126,000		
51-8980-098	Transfers from GF	29,768	-	29,727	29,727	26,799	26,800	27,442		for town usage & 25% SH comp
51-8980-099	Transfer from H-Tax	78,044	-	67,522	50,000	28,999		88,275		to balance Manor expenditures
51-8980-100	Transfer from Manor CIP Fund	7,500	-	27,500	24,000	18,700		18,700		carpet, roofs and HVAC
	TOTAL - DOKO MANOR REVENUE	320,312	217,527	342,882	331,766	274,498	157,995	260,417	-	
	DOKO MANOR ADMIN - EXPENDITURES									
51-7120-180	Salaries (with 1.6% COLA)	83,121	85,933	86,181	104,543	93,084	94,802	97,410		SH & JS
	Salaries - 3% merit pot	2,494		2,585		2,792		2,922		
51-7120-181	FICA (on COLA adjusted salaries)	6,359	6,574	6,758	3,483	7,120	7,028	7,452		7.65%
	FICA on 3% merit pot	191		198		214		223		
51-7120-182	Retirement (on COLA adj salaries)	11,271	12,512	12,862	12,712	14,484	14,874	16,131		16.56% for FY21
	Retirement on 3% merit pot	338		376		434		484		
51-7120-183	Health Insurance	14,040	9,655	9,386	11,819	10,392	14,404	15,224		SH & JS
51-7120-230	Educational Materials	-	-	-	-					
51-7120-260	Office Supplies	3,000	874	1,500	1,705	2,500	1,066	1,000		
51-7120-310	Prof Develop & Training	2,000	127	2,000	-	1,000		-		conferences & training
51-7120-370	Advertising	22,000	19,329	23,000	22,787	23,000	21,356	18,000		Advertising
51-7120-491	Dues & Subscriptions	-	-	-	-					no longer using
	TOTAL - DOKO MANOR ADMIN	148,464	136,500	147,996	157,049	155,020	153,530	158,846	-	

**FY 2020-2021 Budget Prep Worksheet
Expenditures and Revenues**

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
51-7130-180	Wages - Manor Event Staff		55,394	43,739	49,788	40,000	44,218	36,761		25% of Facility Rentals + .1675 raises
51-7130-181	FICA on PT staff wages	5,332	4,238	5,153	4,079	3,060	3,753	2,812		7.65% of wages
51-7130-182	Retirement		519	400	855	500	389	609		16.56% of wages
51-7130-210	Cleaning Supplies	3,000	3,530	3,500	3,097	3,500	4,276	6,000		
51-7130-212	Uniforms	250	106	250	226	500		500		
51-7130-240	Building Supplies	2,000	450	2,000	1,015	2,000	916	1,500		batteries, bulbs, etc
51-7130-351	Maint & Repair	15,000	4,921	11,000	1,675	5,000	1,458	3,000		routine repairs, French drain
51-7130-440	Contracted Services	10,000	8,398	8,500	6,336	8,500	5,569	11,123		Carpets, linens, HVAC, fire alarm monitoring, pest control, Pitbull-\$1200, Germinator annual inspections
51-7130-442	Grounds & Landscaping	2,500	2,655	5,000	888	2,500	784	800		flowers, plants, gravel, cedar screen
51-7130-331	Electric	15,000	21,622	22,500	15,774	16,450	14,982	17,392		
51-7130-334	Water	750	702	750	1,045	1,041	909	970		
51-7130-335	Sewer	1,500	1,463	2,500	2,057	2,060	2,055	2,055		
51-7130-337	Waste Container Service	2,500	3,047	3,000	2,577	2,600	2,496	2,496		
51-7130-321	Phone service	900	-	-	1,330	1,600	1,247	1,243		separate from Town Hall
51-7130-352	Equipment Repairs/Maintenance	2,000	5,204	7,500	4,518	7,500	2,959	3,550		restroom, kitchen, AV repairs
51-7130-550	Manor equipment	32,500	8,956	46,600	3,379	15,000	3,170	6,000		porch fans, Rm A screen, disenfectant equip
51-7130-271	Internet	1,100	1,330	1,500	2,122	2,167	1,978	2,000		for client use (AT&T U-verse)
51-7130-200	Bank Charges	3,216	3,817	4,374	2,451	4,000	1,854	2,260		cust cc xaction fees (2% of Facility Rent)
51-7130-499	Miscellaneous	3,000	3,004	1,500	212	1,500	2,406	500		bid ads, staff meetings
	TOTAL - DOKO MANOR OPERATIONS	131,748	129,693	194,886	103,424	119,478	95,419	101,571	-	
	TOTAL EXPENDITURES (ADM & OPS)	280,212	266,193	342,882	260,473	274,498	248,949	260,417	-	total admin & operations expenditures

172142
260417
-88275

Manor revenue (without Htax xfer)
Manor expenses
difference

FY 2019-2020 Budget Prep Worksheet
Expenditures and Revenues

	Item	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD Actual	FY21 Budget	FY21 Actual	Notes
	MANOR CAPITAL IMPROVEMENT FUND									
	MANOR CIP - Revenues									
30-8980-096	H-Tax fund balance appropriation	18,700	-	18,700	18,700	18,700	18,700	18,700		
	TOTAL MANOR CIP REVENUES	18,700	39	18,700	18,700	18,700	18,700	18,700	-	
	MANOR CIP - EXPENDITURES									
30-9110-511	Carpet replacement	10,000	-	10,000	-	10,000		10,000		10,000 x 3 years (6,000 SF flooring area)
30-9110-581	Roofs	3,700	-	3,700	-	3,700		3,700		shingle 20 year; membrane 20 year, metal 50 year
30-9110-582	HVAC (8 units)	5,000	-	5,000	-	5,000		5,000		annual x 5 = 20,000
30-9110-575	Porch fans	-	-	-	-	-		-		
	TOTAL - CAPITAL IMPROVEMENT	18,700	-	18,700	0	18,700	0	18,700	0	

Roofing Estimates	
Shingle	21,000
Membrane	3,000
Metal	126,000
TOTAL	150,000

Roofing	
Shingles	1200 x 20 = 24,000
Metal	2500 x 50 = 126,000
3,700 x 20 years = 74,000 - 24,000 = 50,000	
2,500 x 30 years = 75,000 + 50,000 = 125,000	