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2021



Annual Budget
Adopted June 16, 2020

www.sumtersc.gov



Annual Adopted Budget Fiscal Year 2020-2021

Prepared by:

The City of Sumter Finance Department

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Recent Awards

2020

- Sumter Named All-America City Finalist
- Sumter Receives Top Tourism Award from Governor

2019

- City Human Resources Director Receives Patriot Award
- Sumter Fire Chief Receives Fire Chief of the Year from SEAFC
- American Association of Retirement Communities 2019 Seal of Approval
- eSTEAM Receives Excellence in Economic Development Award
- Downtown Sumter Wins Inspiration Award by Main Street South Carolina
- Palmetto Tennis Center Named Top Innovation Center
- The Sumter Item Awards City 2019 Best Community Event: Iris Festival
- The Sumter Item Awards City 2019 Best Park: Swan Lake Iris Gardens
- The Sumter Item Awards City 2019 Best Family Entertainment: Sumter Opera House
- City of Sumter Named All-America City Finalist
- TripAdvisor 2019 Certificate of Excellence for Swan Lake Iris Gardens

City of Sumter, South Carolina

List of Principal Officials & Management Team

For Fiscal Year 2020-2021

MAYOR
Joseph T. McElveen, Jr.

MAYOR PRO TEM, WARD 1
Thomas J. Lowery

COUNCIL MEMBER WARD 2
Ione J. Dwyer

COUNCIL MEMBER WARD 3
Calvin K. Hastie, Sr.

COUNCIL MEMBER WARD 4
Steven H. Corley

COUNCIL MEMBER WARD 5
Colin C. Davis

COUNCIL MEMBER WARD 6
David P. Merchant

CITY MANAGER
Deron L. McCormick

ASSISTANT CITY MANAGER
E. Al Harris

ASSISTANT CITY MANAGER
Howard (Howie) J. Owens

HUMAN RESOURCES DIRECTOR
Audrey M. Shirley

FINANCE DIRECTOR
Mary E. (Beth) Reames

ASSISTANT FINANCE DIRECTOR
Jonathan E. Flinchum

BUILDING DIRECTOR
Charles W. (Steve) Campbell

FIRE CHIEF
C. Karl Ford

UTILITIES DIRECTOR
Walter T. Beard

PUBLIC SERVICES DIRECTOR
Michael E. Geddings

SUPPORT SERVICES DIRECTOR
Lefford L. Fate

PLANNING DIRECTOR
Helen M. Roodman (Acting)

POLICE CHIEF
Russell F. Roark

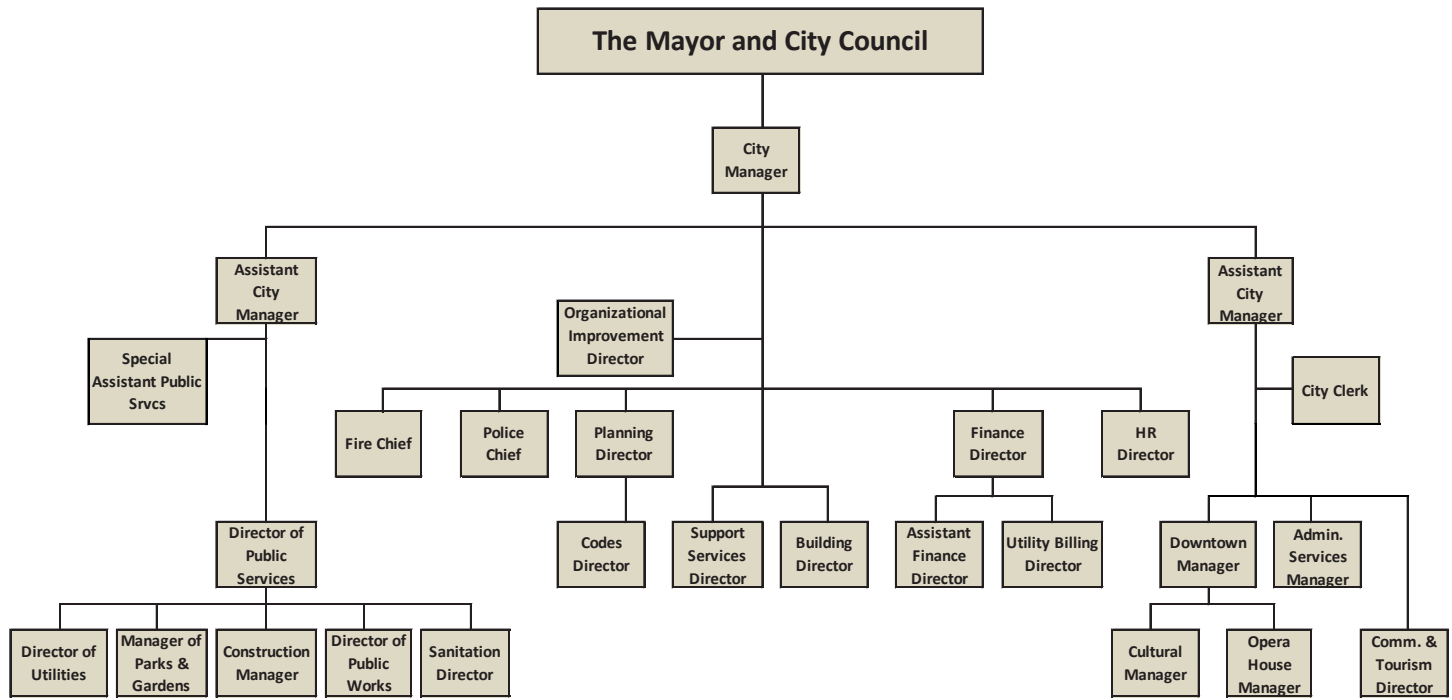
ORGANIZATION IMPROVEMENT DIRECTOR
Mark W. Partin

UTILITY BUSINESS DIRECTOR
Candi D. Quiroz

CODES DIRECTOR
John F. Macloskie

ADMINISTRATIVE SERVICES DIRECTOR
Staci L. Johnson

Organizational Chart



Budget User's Guide

This budget document describes the City of Sumter's ("the City") budget process and has been designed to meet the highest standards of performance in municipal budgeting. It will serve as a clear picture of the services the City provides. Thank you for taking interest in the City of Sumter.

Instructions for navigating through the budget report:

The table of contents is equipped with hyperlinks to each section. Simply click the name or page number on the table of contents and you will be directed to that section. To return to the table of contents click the City logo icon (shown below) which is located at the top right corner of each page.



Also, fun facts about the City and the State of South Carolina like the one shown below have been placed throughout the document for your enjoyment.

Fun Fact

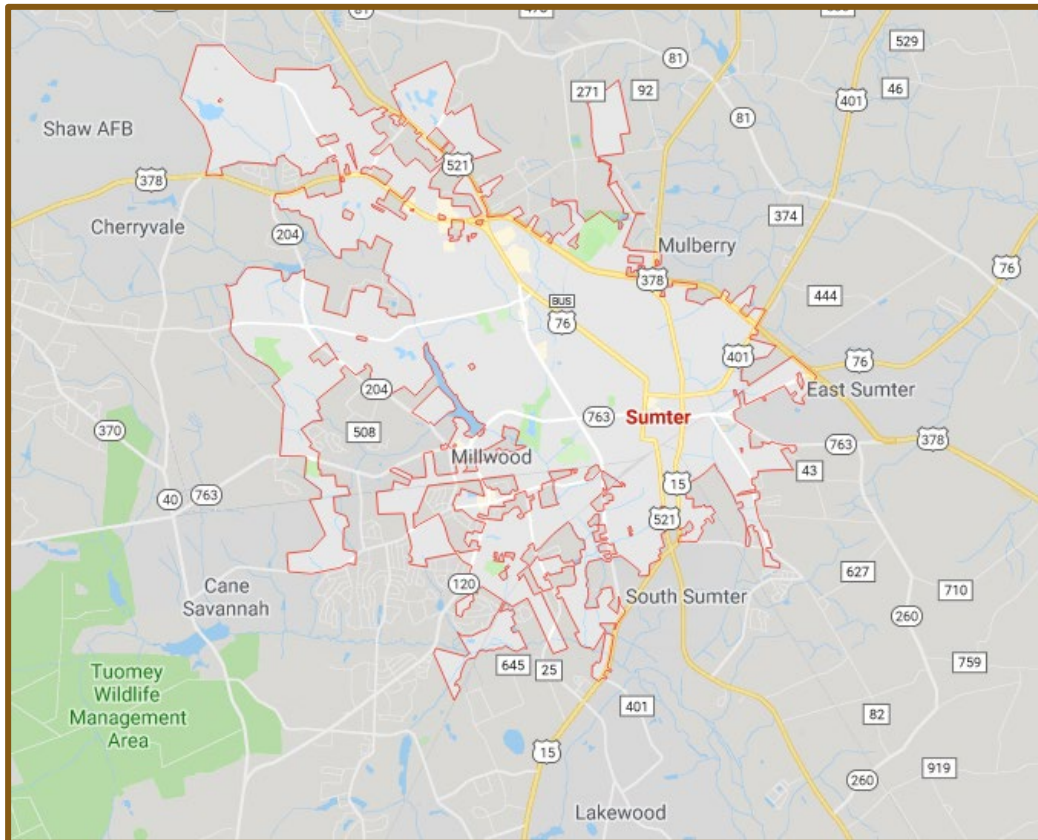
The Sumter Historic District is a national historic district that encompasses 62 contributing buildings that primarily date from 1880 to 1912.

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The Sumter Opera House celebrates 125 years of cultural forethought and shared experiences. It is an iconic venue with a rich past imploring visitors to discover old memories and new music. Today it is the home to City Hall, City Council chambers and a 550 seat theatre.

2021 Budget Report

City of Sumter, South Carolina

Executive Summary

The City of Sumter exists to provide our citizens an environment of opportunity and excellent public services.

We do this by:

- Investing in our people and infrastructure through professional employee development, workforce training, economic development, community infrastructure and community-wide public events.
- Inviting and fostering relationships with visitors, active duty military and their families, industrial clientele and young professionals.
- Serving our citizenry by providing connections and care whenever possible through proactive public safety programs, quality and reliable utilities, sanitation, planning, building and inspection services, public health initiatives and additional recreational venues and programs.

City residents are invited to attend all City Council Meetings to voice their concerns or issues.

Budget Message

July 1, 2020

To the Mayor, Members of Council, and Citizens of Sumter:

I am pleased to present to you the Annual Budget of the City of Sumter (“the City”) for fiscal year 2020-2021. The budget is the Mayor and City Council’s financial plan for the fiscal year. As such, under the guidance of Council, our team has worked diligently to build a balanced and fiscally prudent budget that is reflective of the Mayor and Council’s goals, priorities, and values. The fiscal year 2020-2021 budget was adopted by City Council on June 16, 2020.

Each year presents new challenges and circumstances to address during the budget process. Listed below are some of the factors discussed which helped guide the development of the budget for the upcoming fiscal year.

- ***Navigating uncharted waters of a pandemic*** – The City has benefited from a good economy in recent years; however, the potential negative impacts of a global health crisis demand our attention and recognition of any uncertainty in the projection of future revenues and available resources for the upcoming year.
- ***Increased employer contribution rates to state retirement systems*** – Increases in employer contribution rates to the state’s retirement systems presents a challenge that demands a proactive approach to building each year’s budget. The upcoming fiscal year’s budget fully funds the City’s retirement contribution obligation, however, with employer contribution rates set to increase each year through fiscal year 2023, this will continue to be a challenge. Meeting this obligation will continue to be a priority as we move forward.
- ***No increase in taxes*** – For the 14th year in a row, there is no increase in the City’s tax millage rate for the upcoming fiscal year. This speaks to the guidance of Council in encouraging responsible budget practices, and to the diligence of our team in preparing a plan with the goal of using the available resources to provide the best service possible to the citizens of Sumter.

Budget Message – Continued

- **Investing in our most valuable asset** – Included in this year’s budget is a 3% across-the-board raise for City employees. The council approved raise will continue to foster an environment of creativity and innovation from within our organization and promote a vested interest in the community.
- **Budgeting for the use of fund balance** – While resources are always limited, ideas are not. In recognition of the need to keep encouraging the flow of ideas, budgeting for the use of fund balance can be a healthy supplement, especially when budget priorities are in line with strong, stabilizing, long-term goals, and objectives. We recognize the good fortune in having the option of appropriating fund balance as a projected resource and do not take it for granted. As such, proposals to appropriate fund balance from any of the City’s funds are often accompanied by in-depth discussions with Council during special budget meetings.

In closing, I would like to thank our staff for their time and dedication in preparing this report. This was truly a collaborative effort, across all departments of the City. In addition, I would like to thank City Council for their guidance and support throughout this process.

Finally, I would also like to thank our Mayor, Joe McElveen, Jr., for his leadership, vision, and service to our community for 20 years as Sumter’s Mayor.

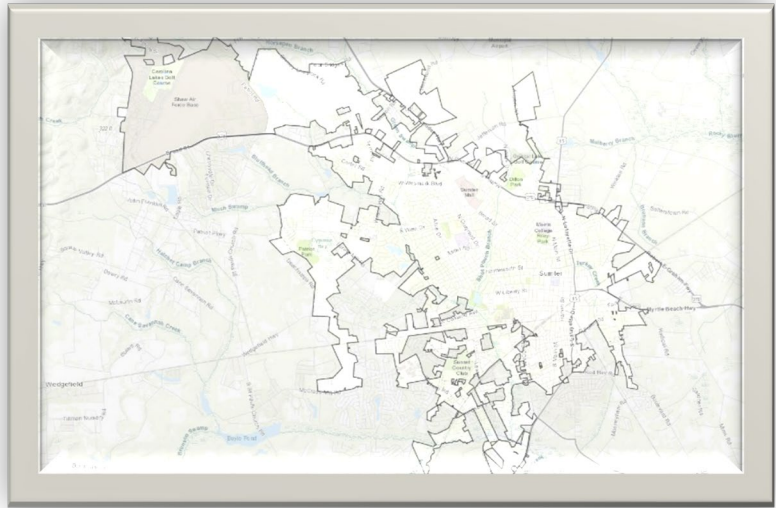
Sincerely,



Deron L. McCormick
City Manager

Community Profile – The Government

The City of Sumter (“The City”), chartered in 1845, is located near the geographic center of the state, approximately 100 miles west of the Atlantic Ocean and approximately 175 miles east of the Blue Ridge Mountains. The City currently serves a population in excess of 40,000 and encompasses a land mass of approximately 27 square miles. The government is empowered to levy a property tax on both real and personal property located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the governing council.



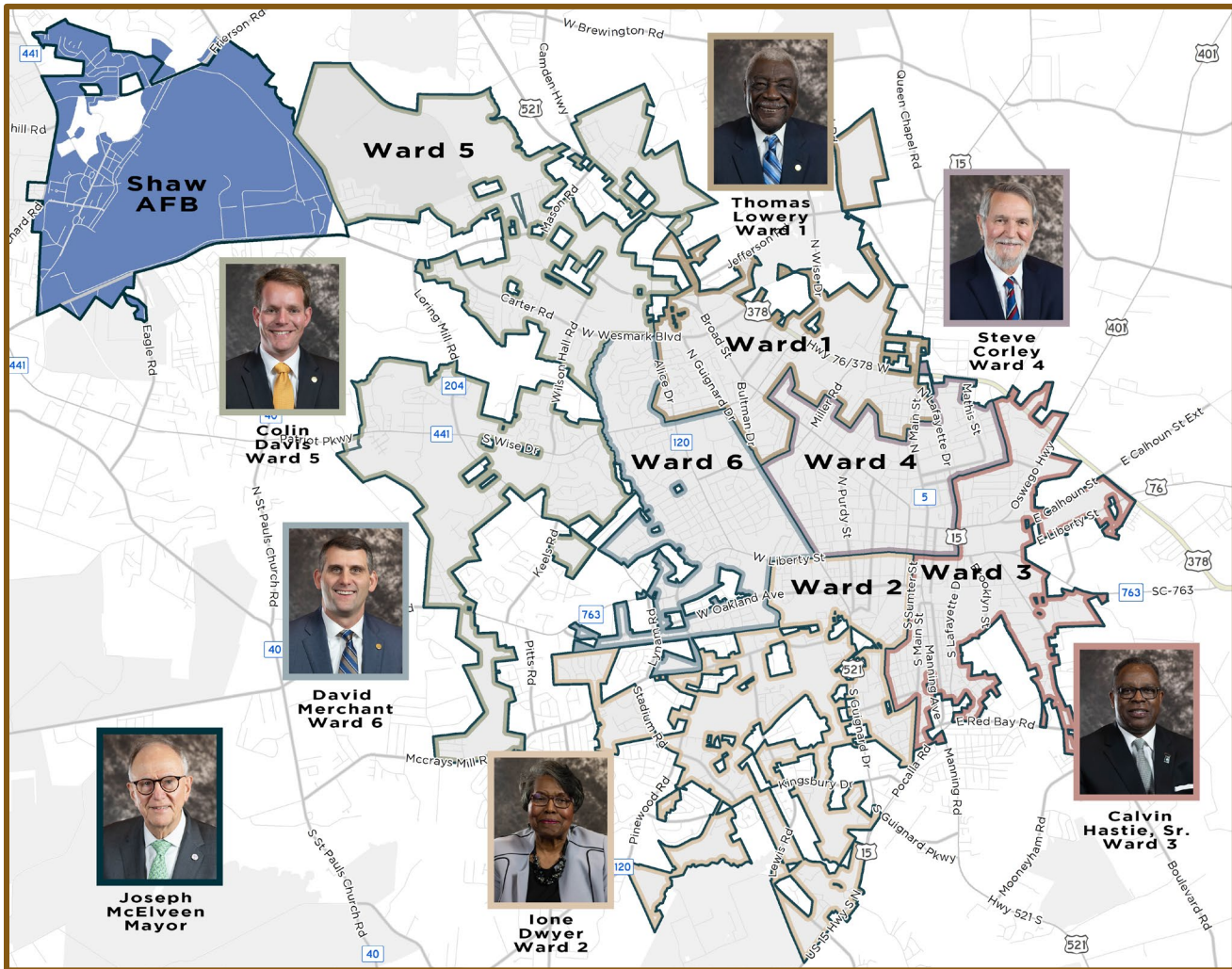
The City holds the distinction of being the first to adopt the council - manager form of government in 1912 and still operates under this form of government today. Policy-making and legislative authority are vested in a governing council consisting of the mayor and six other members. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring the City Manager. The City Manager is responsible for carrying out policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the directors of various departments. The Council is elected through a non-partisan election process. Council members and the mayor are elected to four-year terms in staggered elections. The mayor is elected at large, and council members are elected by ward. A council and ward map can be found on page 6.

The City provides a full range of services, including:

- police and fire protection
- construction and maintenance of streets and other infrastructure
- parks, recreational/cultural activities and events
- sanitation services
- water and sewer services
- storm water services

The annual budget serves as the foundation for the City's financial planning and control. All departments of the City are required to submit requests for appropriations to the City Manager in the spring of each year. The City Manager uses these requests as a starting point for developing a proposed budget. The City Manager then presents this proposed budget to the council for review. The council is required to hold a public hearing on the proposed budget and to adopt a final budget no later than June 30, the close of the City's fiscal year. The appropriated budget is prepared by fund and department. The budget can be amended throughout the year with the approval of council. Budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is maintained by the City Manager, who may make transfers of appropriations within and among functions and funds as necessary during the fiscal year.

Community Profile – Council & Ward Map



Community Profile - History & Heritage

The city and county of Sumter have a colorful history stretching back more than 300 years. In the 1740's, the first English-speaking settlers arrived to establish roots along the banks of the Wateree River. The "Carolina Backcountry," as it was then known, became a predominantly agricultural area called Craven County, later Claremont County. Present-day Sumter County (then known as Sumter District) was established on January 1, 1800. When the state capital was moved from Charleston in 1789, Stateburg, located on US 76/378, missed being elected the new capital by one vote.

The City of Sumter is the largest city and the seat of Sumter County. The City is also the eighth largest metropolitan area in the state of South Carolina. Incorporated as Sumterville in 1845, the city has grown and prospered from its early beginnings as a plantation settlement.

General Thomas Sumter

The city and county of Sumter bear the name of General Thomas Sumter, the "Fighting Gamecock" of the American Revolutionary War. His place in U.S. history is secure as a patriot and military genius. General Sumter was one of the models for Mel Gibson's character in the 2000 movie, "The Patriot" (along with Francis Marion and Andrew Pickens, also from South Carolina), and his service to his country continued for the duration of his long life.



During the Revolution, Sumter fought in numerous skirmishes and battles, including the Battle of Sullivan's Island, the Georgia Campaign, Turnbull's camp, Hanging Rock and Fish Darn Ford. His fierce revolutionary zeal had its origins in an incident involving a Captain Campbell, whose men plundered his home, placed his invalid wife in her wheelchair on the lawn and then set fire to the house. This event so enraged Sumter that he formed and led a band of guerillas in victorious combat against the British, helping to turn the tide in the war for independence. Following the war, General Sumter continued in the service of the young nation, ultimately as a member of the United States Congress. He retired at age 76 to his beloved "Home

House" in the High Hills of the Santee, where he continued to actively manage his business affairs and remained a respected figure in the Stateburg community until his death in 1832 at age 98, the last surviving general of the Revolutionary War. General Sumter is buried in Stateburg, the adoptive hometown to which he gave so much.

Community Profile – Swan Lake Iris Gardens



The beautiful black waters of Swan Lake form the setting for the spectacular Iris Gardens. The lake is dotted with colorful islands, and wildlife is abundant. The only public park in the United States to feature all eight swan species, Swan Lake Iris Gardens is also home to some of the nation's most intensive plantings of Japanese iris, which bloom yearly in mid to late May and last until the beginning of June. The garden also boasts many other floral attractions, including colorful camellias, azaleas, daylilies, and Japanese magnolias. A Braille Trail enables the sight-impaired to enjoy the scents and sensations of the gardens, and a Butterfly Garden and Chocolate Garden both delight the senses.

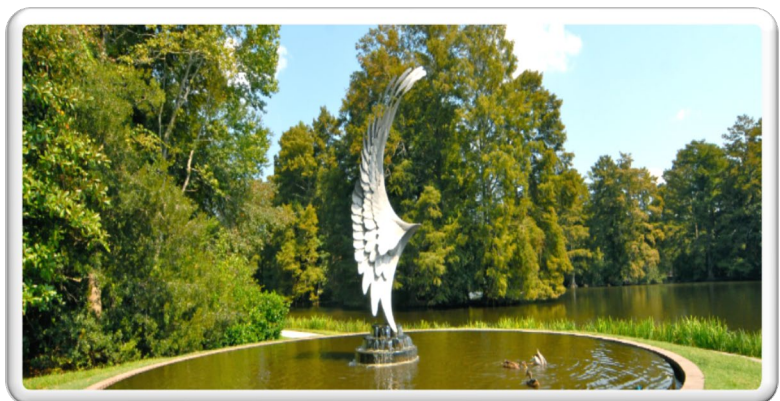
Swan Lake Iris Gardens began in 1927 as a private fishing retreat for Hamilton Carr Bland, a local businessman. At the same time he was developing the 30 acres of swamp on what is now the north side of West Liberty Street, he was landscaping the grounds of his home with Japanese iris. They failed miserably, and after consulting expert horticulturists from as far away as New York, he ordered his gardener to dig up the bulbs and dump them at the swamp. The following spring, they burst into bloom. The accidental garden, referred to by *Southern Living* magazine as a "lovely mistake," has since been developed into one of the finest botanical gardens in the United States.

Grainger McCoy's Recovery Wing

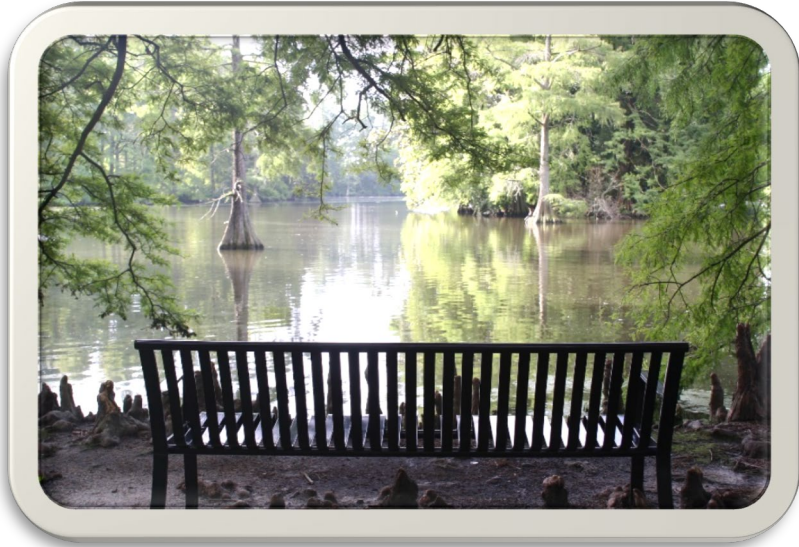
Since 1927, Swan Lake Iris Gardens has represented the best of Sumter's beauty and tranquility. It's hard to find anyone who grew up in the community who doesn't have fond memories of the city's largest and most beautiful public park. Inspired by these memories, renowned sculptor Grainger McKoy created "Recovery," a dramatic eighteen-foot sculpture that was unveiled to the public on May 1, 2010.

The magnificent stainless steel statue represents the wing of a pintail duck in flight. As the artist describes it, "(this is the) wing position that is considered the weakest in bird flight, yet in the artist's eye is the position with the most beauty and grace. All of us are in recovery somewhere in our lives, as is our environment, of which Swan Lake is a unique part."

The wing itself measures 14 feet in height and weighs approximately 1,500 pounds. Working from Mr. McKoy's design, Paul and Robert Beaty completed the rough wooden model. It was then hand-carved and detailed by Mr. McKoy, and finally cast at a Pennsylvania foundry. Set in a disappearing fountain in the midst of a sidewalk and decorative wrought-iron fencing surrounded by Japanese iris beds, the statue commands a panoramic view of Swan Lake's Heath Gardens. The sculpture was made possible through the generosity of the Williams-Brice-Edwards Charitable Trust, the Friends of Swan Lake and the City of Sumter.



Community Profile – Swan Lake Iris Gardens - Continued



Community Profile – Other Parks & Recreation



Palmetto Tennis Center

Sumter Aquatics Center



Poinsett State Park



Bobby Richardson
Baseball Complex

Community Profile - Pictures



1. *Patriot Hall – 980 seat auditorium with additional meeting rooms.*
2. *Centennial Plaza – Downtown Sumter – Home to Sumter’s Downtown Market & Fourth Friday Concerts.*
3. *Millford Plantation – A National Historic Landmark and one of the finest examples of Greek revival residential architecture in America.*
4. *Sumter County Museum – non-profit institution whose mission is to promote the history of the old Sumter District through preservation of objects, manuscripts & documents.*



Community Profile – Business & Industry

Military

Shaw Air Force Base (“Shaw AFB”), located within City limits, is home to the Air Force's largest combat F-16 wing -- the 20th Fighter Wing -- whose mission is to provide, project and sustain combat-ready air forces. Shaw also serves as home to Headquarters Ninth Air Force, U.S. Air Forces Central Command (USAFCENT), and U.S. Army Central Command (USARCENT).

We work very closely with Shaw on a daily basis with a team of current and former elected officials, city personnel, and military retirees in support of Shaw’s airmen, soldiers and their families. We continuously strive to keep Sumter and Shaw’s reputation at the forefront of the DOD base preference in order to help keep Shaw's name off any Base Realignment and Closure (BRAC) listings.

Sumter has an active land protection program around Shaw AFB. To date we have secured over 3000 acres of land surrounding the base to keep development from encroaching. Land use near military installations is always a concern. New residential and commercial development along with increasing competition for land, airspace and water access can constrain training, testing and other military base activities.

We also partner with Shaw through the following programs:

- South Carolina Military Base Task Force
- Support of Shaw Committee 501(c)(3)
- Shaw-Sumter Community Council
- Honorary Commanders Program
- Weasel Welcome Program
- ARCENT Newcomers Briefing
- Taste of Sumter Community Bus Tours
- Shaw Spouses Club
- Chamber of Commerce Military Affairs Committee
- Joint public safety training and support programs through our Fire and Police Departments
- and many events on and off base to support active duty, retirees, personnel and their families.



Out of the eight (8) major military installations in the state, Sumter has the third largest military presence by total volume of military related activity (behind Charleston and Columbia).

- Shaw’s overall Annual Impact on Sumter region: \$2.5B
- Labor Income generated for Sumter region: \$1.2B
- Number of active duty and reserves: over 7,400
- Number of veterans in Sumter: 16,381
- Number of active duty, military family and retirees: 31,000
- Number of military retirees in Sumter: over 4,400
- Number of Civilian jobs on Base: over 1,000

Community Profile – Business & Industry - Continued

Manufacturing

According to the Sumter Economic Development Board, more than 75 manufacturing and industrial facilities call Sumter home. The manufacturing industry employs a significant percentage of the overall workforce in both the City and County. The top 15 employers are listed below.

Company	Product	# of Employees
Continental Tire	Passenger & light duty truck tires	1,320
Pilgrim's Pride	Fresh and frozen poultry	1,025
BD Diagnostics	Disposable blood collection devices	1,000
Thompson Industrial	Industrial cleaning services provider	900
Eaton Electrical	Electrical distribution equipment	836
Santee Print Works	Fabric engraving, printing, dying, finishing & testing services	420
Caterpillar Hydraulics	Hydraulic cylinders for heavy equip	400
Kaydon/SKF	Precision bearings	335
Color-Fi Inc.	Solution-dyed polyester staple fiber manufacturer	247
American Materials Company	Sand, gravel, ready-mix concrete	205
Sumter Metal Products, Inc.	Fabricated metal products manufacturer	150
Sumter Packaging Corp.	Corrugated shipping containers & specialties/packaging	146
Caterpillar Precision Pins	Linkage pins and planet shafts for heavy equipment	123
International Paper	Fiber-based packaging, pulp and paper manufacturer	115
EMS-Chemie, Inc.	Thermoplastics adhesive, engineering polymers, technical fibers	108

Fun Fact

Sumter native Bobby Richardson is the only hitter in baseball history to win the World Series MVP as a member of the losing team.

Community Profile – Business & Industry - Continued

Utilities

Water

The City's Water department maintains all potable and non-potable water lines which includes flow testing, servicing and replacement of fire hydrants; installation of residential, commercial and industrial water taps and water metering systems; location, mapping and maintenance of water valves; 24 hour response to customer problems and emergency repairs; managing public and private backflow devices which prevent cross connections and protect the potable water systems. All operations of water system maintenance are strictly regulated by the SC Department of Health and Environmental Control (DHEC), which inspects our records annually.

The Water Plants Division of the Utilities Department has the overall responsibility of treating and supplying potable water for residential, industrial, and commercial use. Sufficient water must also be available for firefighting. The Water Plants operation team consists of 15 members: a superintendent, an assistant superintendent, a facilities manager, 7 operators, a lab technician, and 4 laborers. The team pumps water from the ground, using 23 deep wells, to 6 major water plants for processing before it is pumped to the distribution system and eight 500,000-gallon elevated water tanks for consumption.

The Water Plants team also operates and maintains 4 smaller systems that provide water to its respective community. We own and operate the Mayesville Water System, and the Wessex Water System. We operate and maintain the Dalzell Water System and the Oswego Rural Water Company. The City of Sumter supplies water to the Oswego Rural Water Company.

The department pumps, treats, and distributes more than 5 billion gallons of potable water each year with an average daily consumption of 12 million gallons. Water Plant staff operated and ensured maintenance of the major plants for the City's water system and all the numerous associated wells and elevated tanks, meeting federal and state water quality standards throughout the year.



*Sumter Utility
Billing Department*

Community Profile – Business & Industry - Continued

Wastewater

The Wastewater Division of the Utilities Department is responsible for the operation and maintenance of the Pocotaligo Wastewater Treatment Plant. This plant receives the wastewater from residential, commercial, and industrial users. The wastewater plant is operated to reduce the pollutants in the water before it is discharged to the Pocotaligo River. The plant also converts sludge, a byproduct of the treatment process, into a low-grade marketable fertilizer and soil conditioner. The Wastewater operation team consists of 24 members; a superintendent, an assistant superintendent, a pretreatment manager, a chemist, a lab technician, 2 lead operators, 4 biosolids operators, 8 shift operators, and 5 laborers.

The Wastewater team is also responsible for the operation and maintenance of a small community sewage plant (Mayesville Sewage Plant). The department collected, treated, and discharged 3,356,300,000 gallons of wastewater during the year. The average amount treated and discharged daily was 9,195,000 gallons, and the highest amount, 16,340,000 gallons, was discharged on March 8, 2014. Pocotaligo Wastewater Treatment Facility produced and sold 1,095 tons of PocoNite for use as a low-grade fertilizer, and received 2,480,000 gallons of hauled waste from septic tanks and sludge from smaller sewage treatment plants in Sumter County during the year of 2014. The City has 24 permitted industries in its EPA mandated Industrial Pretreatment Program. Eleven of the industries are required to operate their own wastewater pretreatment system before discharging to the City.

Sewer

The sewer division maintains the sanitary sewer distribution systems which handle wastewater from residents, apartment complexes, commercial businesses, hospitals and industries. This includes 24 hour response to customer problems and emergency repairs. Work includes installation and repair of residential, commercial and industrial taps, mainlines, trunk lines and force mains; installation and repair of manholes, cleanouts, etc. Our camera crew works full time to visually inspect, record and map our existing system and new systems prior to our taking them into perpetual maintenance; this crew insures we meet the requirements of the SCDHEC for reporting of overflows and the Infiltration and Inspection Program.

Fun Fact



The Sumter Theatre (now Sumter Opera House) opened on August 31, 1936. Actress Shirley Temple sent a telegraph to theatre manager Kermit Ward wishing the opening well.

Community Profile – Business & Industry - Continued

Restaurants

You will never go hungry in Sumter! We have fast food, family, casual and fine dining to satisfy anyone's taste buds. Sumter has over 100 national and international chain restaurants to choose from, such as Burger King, McDonalds, Arby's, Moe's Southwestern Grill, Buffalo Wild Wings, McAllister's Deli, Dominoes, Chick-fil-a, Subway and more. Family and casual dining is also abundant in Sumter, with choices ranging from American, Thai, Mexican, Caribbean, Italian, Greek, Japanese, Filipino, Cajun, Chinese and of course, Southern food. Try a few of our most popular local restaurants — the Thai House's exquisite sushi, the Palmetto Oyster House's alligator cheesecake, J. O'Grady's famous potato salad, Willie Sue's candied bacon and Simply Southern Bistro's fried green tomatoes. To celebrate the special occasion in your life, we recommend our fine dining specialties at Hamptons, Lifreds and The Mill Pond Steakhouse — each location is designed for a memorable experience.

Hotels

If you are looking for a place to get away, look no further than Sumter. We have the Hyatt Place, Springhill Suites by Marriott, Hampton Inn, Country Inn & Suites, SureStay Hotel by Best Western, Holiday Inn Express as well as many others. Whether you are planning to stay for a night or for a week, the Sumter area has accommodations to fit every need.

Located in Downtown Sumter
Across from the Historic Opera House

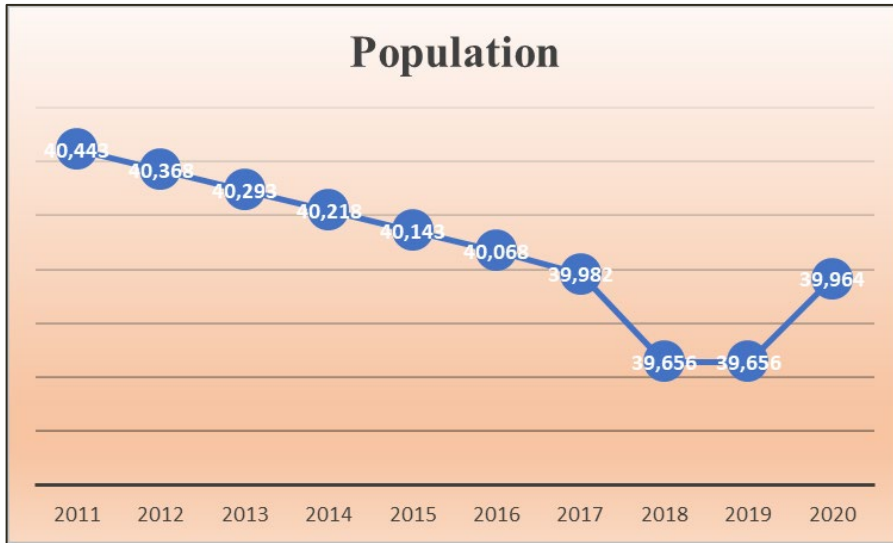


Tourism

In Sumter, you'd be hard pressed not to find an event or festival taking place. Sumter has festivals for every season. The Festival on the Avenue in April, Bethune Legacy Festival in May, Iris Festival Memorial Day Weekend, OktoberFest on Main in September, Porches of Sumter in October and the Fantasy of Lights in December. Sumter also has 4 State Parks. Poinsett State Park, Woods Bay State Park, Thomas Sumter Memorial Park and ManchesterState Forest have trails and activities for everyone.

Bultman Avenue offers a wide variety of boutique shopping, with unique gifts at places such as the Olive Tree and Doolallies, Elephant Ear, Silverpaper, One Accord and even a speciality farm store. You can shop at the Sumter Mall for all your staple stores like Belk, Bath & Body Works, Books-a-Million, Jc Penney, Kay Jewelers and more.

Community Profile - Statistics



Miscellaneous Statistics

Date of Municipal Charter	December 15, 1845
Date of Incorporation	February 20, 1976
Form of Government	Council/Manager
# of employees (excluding fire & police)	362
Miles of Streets Maintained by City	95
Number of Street Lights	2,410

Fire Protection	
Number of Stations	5
Number of fire personnel & officers	101

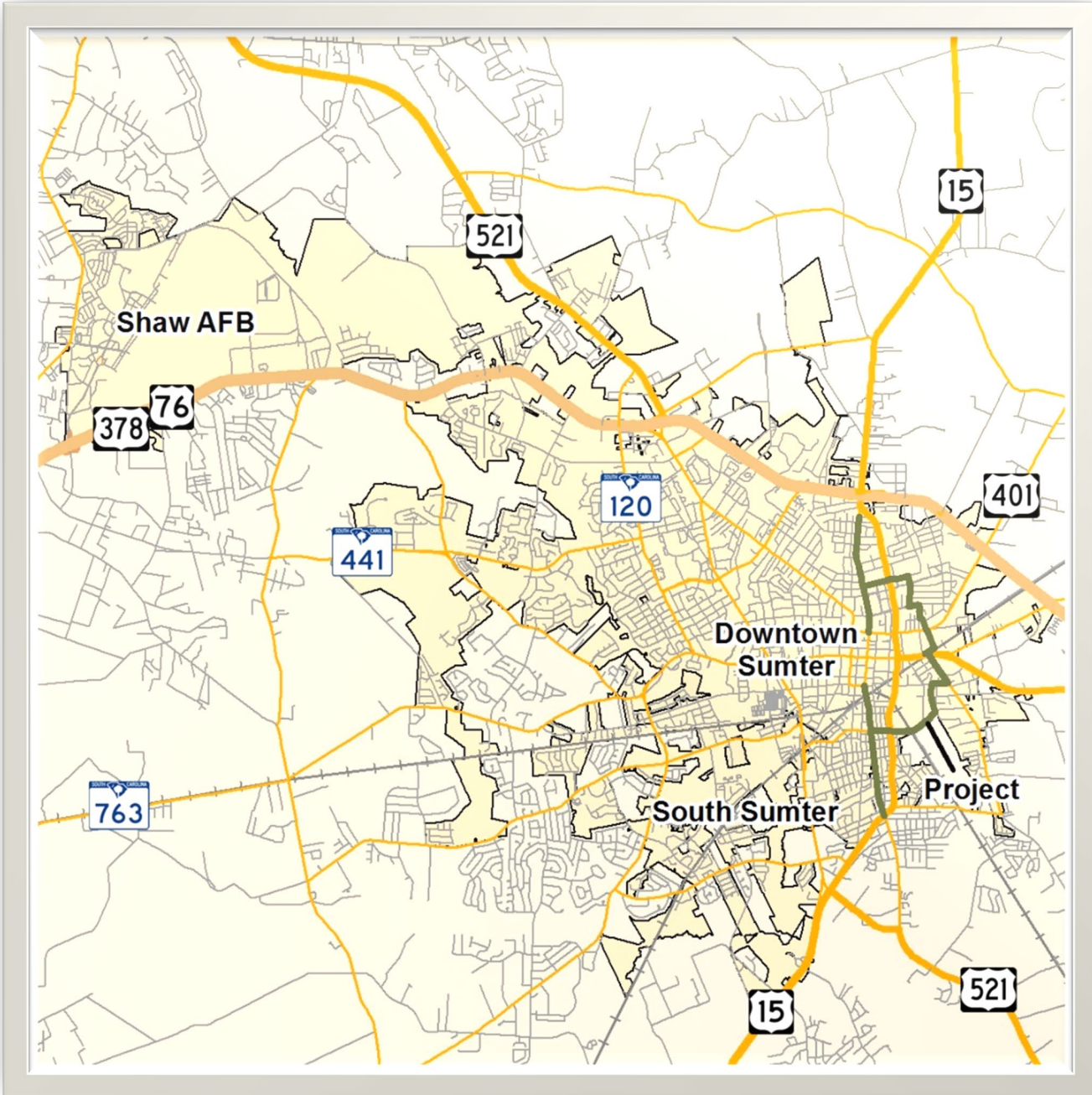
Police Protection	
Number of stations and annexes	3
Number of police personnel & officers	176

Wastewater System	
Number of treatment plants	2
Miles of sanitary sewer	344
Number of service connections	17,783
Daily average treatment in gallons	11.9
Maximum daily capacity in gallons	18

Water System	
Number of plants	6
Miles of water mains	473
Number of fire hydrants	1,659
Number of service connections	23,673
Daily average consumption in gallons	12,234,000
Maximum daily capacity in gallons	27,320,000

Culture & Recreation	
Community centers	3
Tennis courts	24
Aquatic center	1
Parks	26
Water play parks	5
Park acreage	270

Community Profile – Map



Financial Policies

The City of Sumter's financial policies are the framework for the financial management of the City. These policies were developed on a basis consistent with the Code of Laws of the State of South Carolina and the generally accepted accounting principles as established by the Governmental Accounting Standards Board (GASB). They can be modified, as necessary.

Budget Policies

Annual appropriated budgets are adopted for the General Fund (including tax increment financing activities), Accommodations Fees, Hospitality Fees, Victim's Assistance, Water & Sewer (including Mayesville system), and Stormwater Funds. SC State law requires municipalities to adopt a balanced budget. A balanced budget is one in which the budgeted revenues equal the budgeted expenditures. The budget must be adopted no later than June 30, the close of the fiscal year.

Audit Policies

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. State law requires that all general-purpose local governments annually publish a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, the City issues a complete set of audited financial statements on an annual basis.

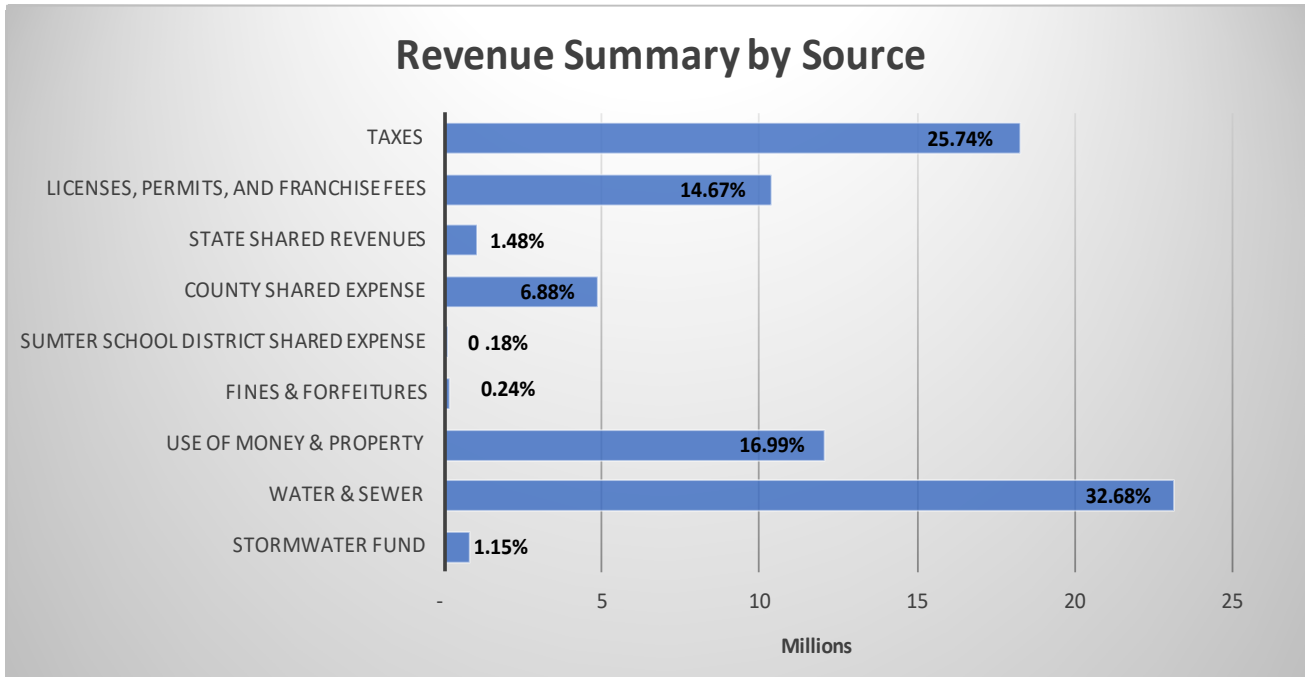
Long Term Financial Policies

Each year the City's planning and needs evaluation process involves an assessment of ongoing projects and initiatives as well as the identification of new projects and initiatives to be implemented in an effort to maximize the value of services and support provided by the City. It is a collaborative process whereby City leadership engages with the City's management team and the City's management team with departmental staff to develop methods and actions to take in advancing priorities of the City in a strategic and comprehensive manner. The goals developed during this process may require many different methods and actions, but they all involve the planned expenditure of budgeted funds. While many goals may progress substantially throughout a single year, some of them require more time, collaboration, and planning. It is through this process, however, that the City has been able to create a comprehensive approach to meeting challenges, achieving goals, and effecting change.

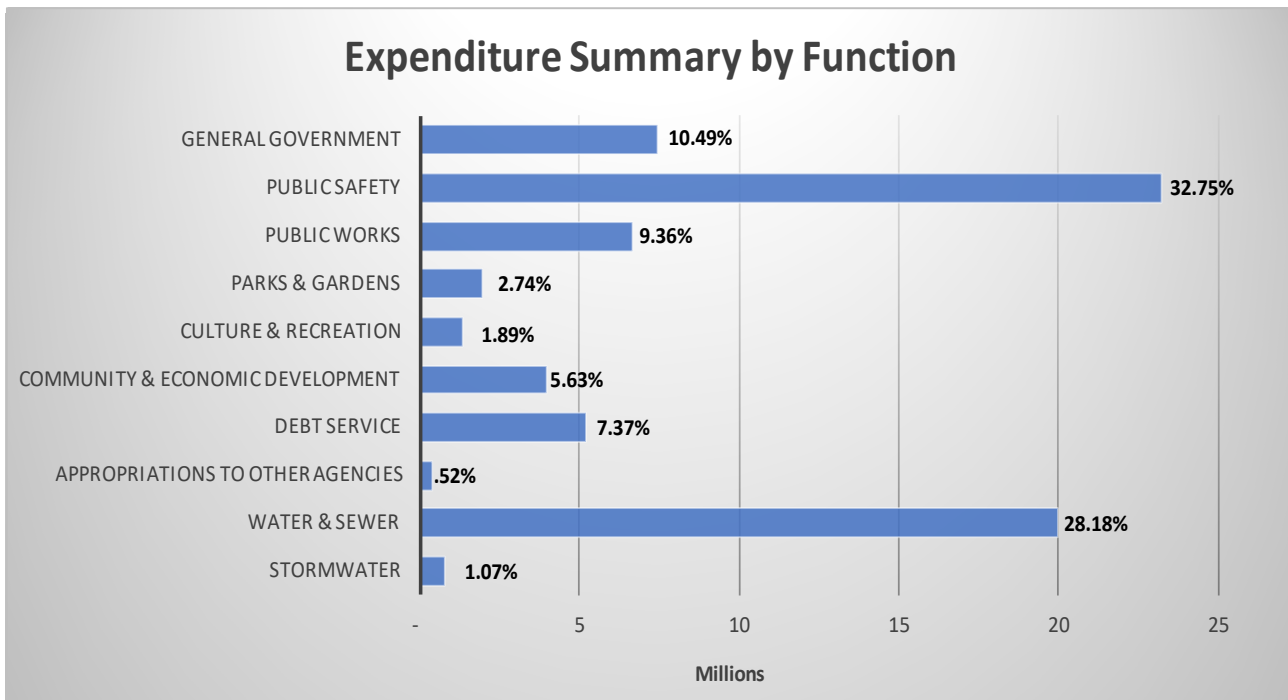
Initiatives include neighborhood and downtown redevelopment, various quality of life projects, and continued investment in water & sewer infrastructure, and other public infrastructure. In addition, the City will continue to support efforts to keep Shaw Air Force Base open as it remains to be a key factor in the overall progress of the local economy. Funding for these projects will come from a variety of sources including Community Development Block Grants, Hospitality Fee revenues, Accommodations Fee revenues, charges for services, General Fund revenues, and other various grants. While most all of these projects will require continued long-term planning and fiscal projections it is the City's overall objective that they also provide long term benefits to the community.

Financial Policies - Continued

Fiscal Year 2021 City-Wide Revenues \$70,907,273



Fiscal Year City-Wide Expenditures \$70,907,273



Debt Service

Debt service is the cash that is required to cover the repayment of interest and principal on a debt for a particular period. The City's fiscal year 2021 budget includes appropriations for debt service expenditures related to the following types of debt:

- General Obligation Bonds
- Hospitality Fee Revenue Bonds
- Tax Increment Financing Bonds
- Notes Payable HUD
- Water & Sewer System Revenue Bonds
- Capital Leases

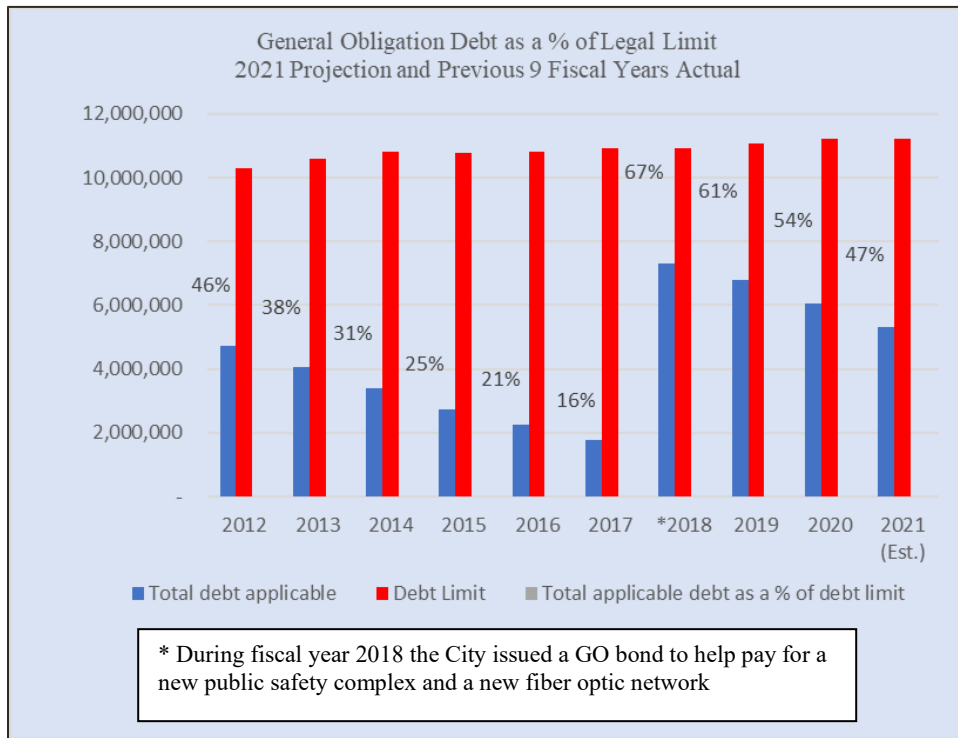
As of June 30, 2020, the City estimates its total debt outstanding to be \$63,807,424. Of this amount, \$6,068,199 is backed by the full faith and credit of the Government (general obligation debt). The remainder of the City's long-term obligations comprises revenue bonds, capital leases, and notes payable.

<u>Outstanding Debt</u>	2021 Projection	2020 Estimate	2019 Actual
<i>Governmental Activities</i>			
General Obligation Bonds	\$ 5,319,333	\$ 6,068,199	\$ 6,797,426
TIF Bonds	3,400,000	3,750,000	4,095,000
Revenue Bonds	1,737,000	2,000,000	2,000,000
Notes Payable	368,000	419,000	467,000
Capital Lease Obligations	5,197,794	4,809,514	4,918,671
<i>Total Governmental Activities</i>	\$ 16,022,127	\$ 17,046,713	\$ 18,278,097
<i>Business Type Activities</i>			
Capital Lease Obligations	\$ 44,711	\$ 110,711	\$ 239,620
Revenue Bonds	44,460,000	46,650,000	48,847,455
<i>Total Business Type Activities</i>	\$ 44,504,711	\$ 46,760,711	\$ 49,087,075
<u>Total - All Activities</u>	\$ 60,526,838	\$ 63,807,424	\$ 67,365,172

The City's total debt is projected to decrease by \$3,280,586 (5.14 %) during fiscal year 2021. During fiscal year 2021 the City will pay off one capital lease that was issued in fiscal year 2016 (originally for \$1,450,000) while entering into a new capital lease agreement in the amount of \$1,650,000 to purchase certain capital equipment during the year. The City regularly uses lease purchase financing to update its fleet of major capital equipment and vehicles. Generally, capital items that are considered 'major' for this purpose have costs in excess of \$50k and have a useful life greater than 5 years (the term of the lease).

The current debt limitation for the City is \$11,226,822 which is in excess of the City's outstanding general obligation ("GO") debt. The following chart shows the City's GO debt as a percentage of the total legal debt limit as prescribed by South Carolina state code.

Debt Service - Continued



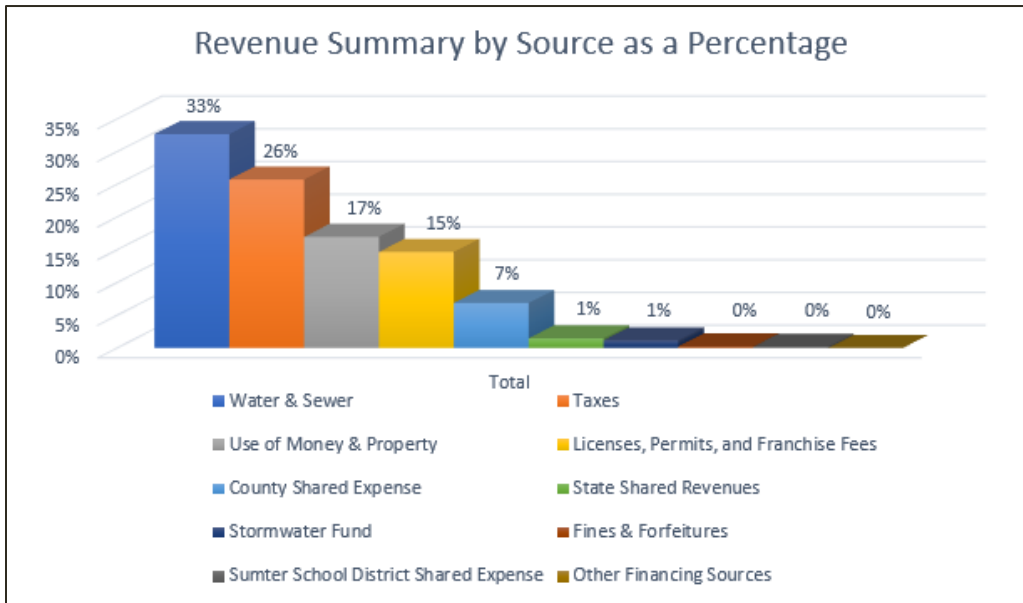
The following table lists the City's general obligation debt payments (by issuance) that are included in the adopted fiscal year 2020-2021 budget.

2021 General Obligation Debt Payments - General Fund			
Debt Issue	Principal	Interest	Total
Series 2011	107,485	5,016	\$ 112,501
Series 2012	158,381	6,625	165,006
Series 2018	483,000	164,824	647,824
Total GO Debt Payments	\$ 748,865	\$ 176,465	\$ 925,331

The table below lists the City's fiscal year 2020-2021 revenue bond debt service payments. Each of the City's revenue bonds are backed by specific revenue sources. As such, the revenue bond balances are not considered in the calculation of the City's debt limit.

2021 Revenue Bond Payments			
Debt Issue	Principal	Interest	Total
Tax-Increment, Series 2016	\$ 350,000	\$ 76,500	\$ 426,500
Hospitality Fee, Series 2019	263,000	50,636	313,636
Water & Sewer, Series 2015	2,190,000	1,687,025	3,877,025
Total Revenue Bond Debt Service	\$ 2,803,000	\$ 1,814,161	\$ 4,617,161

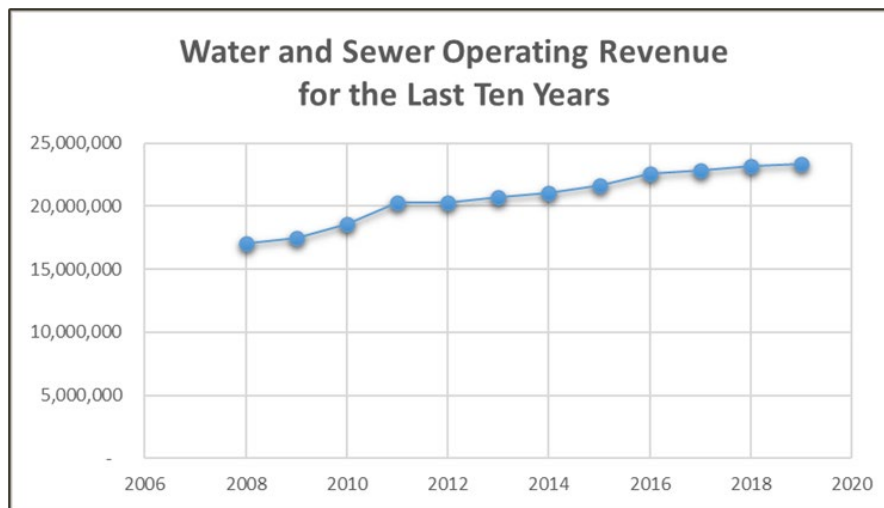
Revenue



The revenue sources that represent at least 75% of the total revenues include Water and Sewer, Taxes, and Use of Money and Property. Each of these three sources are discussed in the following section.

Water and Sewer

The City of Sumter charges utility fees for the water and sewer system. All water usage is monitored using an Automatic Meter Reading (AMR) process. This process was implemented in 2017 and provides the utility department with real-time meter readings without the need of an employee to be out in the field obtaining the information. The water fees are calculated based on a set Water Rate Schedule. This schedule uses the meter size and the amount of water used to calculate the bill for each customer. The sewer portion of a customer's bill is based on the amount of water consumption. The sewer charges are based on a set Sewer Rate Schedule. Annual revenue projections for water and sewer are based on historical trends and charges. When projecting revenues, any planned rate increases are also taken into consideration.



Revenue - Continued

Taxes

Property tax is collected to provide funding for many services such as police, fire protection, parks, gardens, and recreation. All citizens are asked to pay their fair share of these costs by paying tax based on the market value of property. For accounting purposes, property taxes are recognized as revenues in the year for which they are levied. Taxes on real property are assessed as of January 1 and levied the following September. Taxes are due on January 15 and are considered delinquent on March 15. Liens are attached to the property at the time that taxes are levied. The levy date for motor vehicles is the first day of the month in which the vehicle license expires. These taxes are due by the last day of the same month.

When it comes to projecting property tax revenues, the property tax millage rate can increase at a rate no greater than the increase in the Consumer Price Index (CPI) and population growth of the last year. The only way this can be overridden is by a 2/3 vote of County Council for the following reasons: offset a prior year deficit, recover from a disaster, loss of 10% of property tax base, to comply with a court order, or to comply with a state or federal regulation or order. This limitation does not affect millage that is levied to pay bonded indebtedness, lease purchase agreements, or to maintain a reserve account (*Section 6-1-320*).

The valuation of property is determined by several different factors. Some of these include the price of similar properties, what property would cost today to replace, how much it takes to operate, and the current rate of interest charged for borrowing the money needed to buy or build such property.

How Property Tax is Calculated

Property tax is calculated by multiplying the fair market value by the assessment ratio and then multiplying this assessed value by the millage rate. In some cases, credits can be given.

Example:

Appraised Value of Property	\$ 160,000
Assessment Ratio	6%
Assessed Value	\$ 9,600
Millage Rate	0.102
Gross Taxes	\$ 979
Credits	-
Taxes Due	\$ 979

Use of Money and Property

Use of money and property is comprised of several different sources including but not limited to:

- ❖ Transfers (In) (32.16%)
- ❖ Other Financing Sources (28.42%)
- ❖ Sanitation Fee (13.46%)
- ❖ Container Rental/User Charges (13.21%)
- ❖ Miscellaneous Revenue (5.41%)

Revenue - Continued

- ❖ Sale of Fixed Assets (3.13%)
- ❖ Interest on Investment (2.82%)
- ❖ Rental on Property (1.16%)
- ❖ Planning Fees (0.11%)
- ❖ Charges for Fire/Rescue (0.08%)
- ❖ Recycling Income (0.05%)

Transfers to the general fund from other funds account for 32.16% of the use of money and property category as shown below:

Transfer From:	Transfer To:
	General Fund
Water & Sewer	\$ 1,976,845
Accommodations	323,484
State Accommodations	43,150
Hospitality	1,481,357
EZ	14,000
Total	\$ 3,838,836

Container Rental/User Charges

The City of Sumter has a Sanitation Team that can be seen in both the residential and business sectors of our City collecting residential garbage, residential recycling, residential yard debris, and commercial garbage and recycling. Our Sanitation Team navigates the entire city limits every week collecting and transporting the City's refuse and recycling. The City of Sumter provides the business sector of our city with the option to rent different types of containers for their property. These rental fees are included in our Container Rental/User Charges. Other charges that are included in this category and on the customer's water bill are fuel charges, extra pick-ups, and late fees/penalties. Fuel charges are revenues that are used to provide fuel for our sanitation trucks as they go along their routes collecting waste. Extra pick-ups are available to businesses for a fee, and late fees/penalties are assessed if the water bill is not paid by the due date each month.

Fun Fact

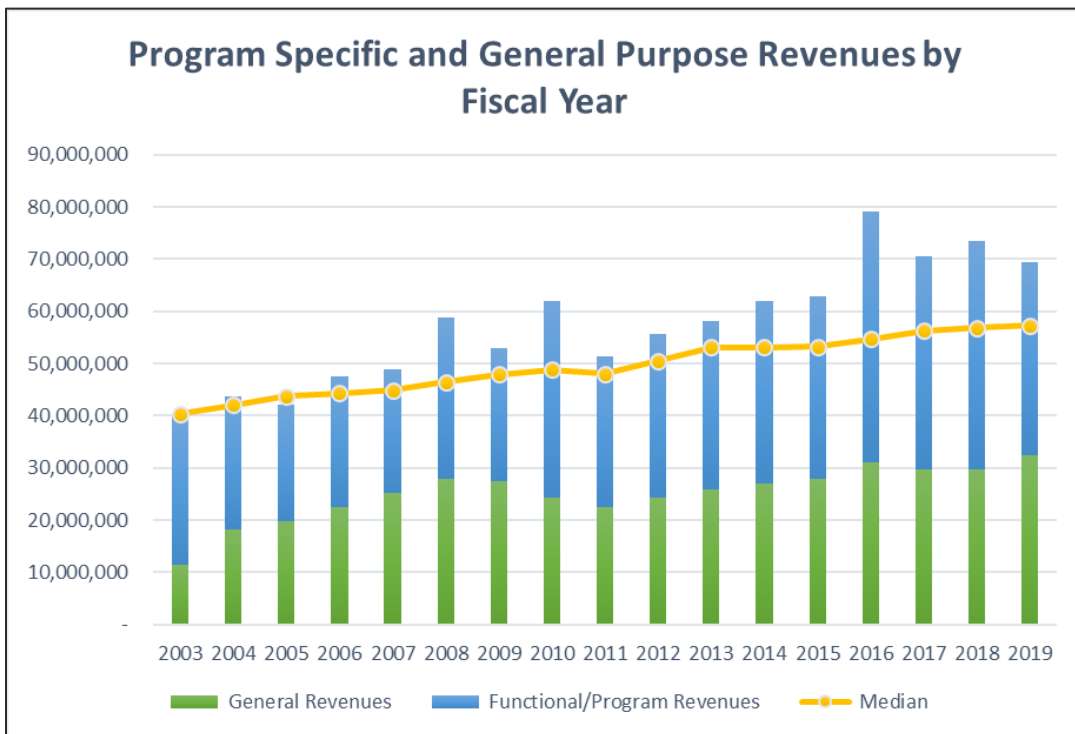
Shaw Airforce Base was named in honor of First Lieutenant Ervin David Shaw, one of the first Americans to fly combat missions in World War I.

Revenue - Continued

GASB 34

In 2003 the City adopted *GASB 34*, which provided for a more comprehensive, entity-wide perspective of the City's revenues, expenses, and net assets for year-end reporting purposes. As a result, the entity-wide statement of activities (an audited financial statement prepared at year-end) reports program specific revenues separate from general revenues. The purpose for this distinction, in part, is to illustrate the extent to which a government unit relies on general revenues, like property taxes, business licenses, and franchise fees, to fully fund its overall net program costs. The following stacked-bar chart reflects the City's entity-wide revenues, broken down by program specific and general purpose, for each fiscal year since the adoption of *GASB 34*.

Please note, while tax revenues are typically classified as 'general revenues' for purposes of the City's Statement of Activities, in the case of capital penny sales tax projects which the City has been a beneficiary to, the associated revenues are included as 'functional/program revenues'. This is because capital penny tax revenues are distributed to each of the state's participating counties, who act as trustee of the funds in disbursing them to pay for the pre-determined capital penny projects. As such, municipalities like the City report the related revenues as program specific contributions from local governments. As a result, the 'functional/program revenues' may fluctuate more dramatically from year to year since a portion is based in part, on the timing of capital penny projects of which the City is a beneficiary. For example, the functional/program revenues reported in fiscal year 2016 appear to be an outlier in comparison to other fiscal years. This is because approximately \$7 million was reported as revenue in relation to the construction of the new public safety campus, a capital penny project and asset of the City. The 'median' line in the chart below was added to offset the impacts of such outliers, in order to show a more consistent trend of the overall revenues reported from year to year on the City's Statement of Activities.



A copy of the City's Summary of Projected Revenues for the upcoming fiscal year can be found on pages 26 – 28.

Revenue - Continued

City of Sumter Summary of Revenues Fiscal Year 2020-2021 Budget

Fund/Classification	FY 18 Actual	FY 19 Actual	FY 20 Amended	FY 21 Adopted
110 - General Fund				
Taxes				
Property Tax Revenue	13,868,218	14,054,322	14,144,441	14,585,275
Payment in Lieu of Taxes	53,102	56,880	56,880	56,880
Taxes Total	13,921,321	14,111,201	14,201,321	14,642,155
Licenses, Permits, and Franchise Fees				
Business License	6,367,497	6,701,023	6,413,041	6,382,041
Franchise Fees	3,219,676	3,618,831	3,219,676	3,619,676
Building Permits	562,314	440,765	380,300	400,000
Licenses, Permits, and Franchise Fees Total	10,149,487	10,760,619	10,013,017	10,401,717
State Shared Revenues				
Local Government Fund	917,924	936,176	920,000	1,008,843
Other State Appropriations	-	-	-	37,429
State Shared Revenues Total	917,924	936,176	920,000	1,046,272
County Shared Expense				
Business License Administration	67,146	70,300	69,000	71,728
Planning & Inspection	980,680	980,680	1,001,634	1,064,970
Law Enforcement Center	997,172	889,661	1,089,456	1,114,406
Fire Service	1,980,739	1,980,739	2,082,960	2,136,047
Shaw Base Defense	34,500	34,500	34,500	34,500
C Funds/City Road Surfacing	300,000	-	300,000	300,000
Road User Fee	150,000	150,000	150,000	150,000
Other	10,660	6,624	-	6,000
County Shared Expense Total	4,520,897	4,112,503	4,727,550	4,877,651
Sumter School District Shared Expense				
School Resource Officers	118,939	122,383	127,351	130,903
Sumter County Career Center	58,635	62,482	64,462	-
Sumter School District Shared Expense Total	177,574	184,866	191,813	130,903
Fines & Forfeitures				
Court Fines	211,781	168,822	220,000	163,000
Parking Penalties	8,145	7,550	8,000	5,000
Fines & Forfeitures Total	219,926	176,372	228,000	168,000
Use of Money & Property				
Charges for Fire/Rescue	18,920	7,400	10,000	10,000
Container Rental/User Charges	2,839,669	2,903,781	1,601,600	1,590,500
Interest on Investment	67,944	144,924	120,000	100,000
Miscellaneous Revenue	562,304	676,870	625,700	651,196
Other Financing Sources	7,483,353	2,769,822	2,646,985	2,750,000
Planning Fees	18,210	20,589	13,000	13,000
Recycling Income	49,986	32,584	25,000	6,000
Rental on Property	50,873	42,156	36,850	29,800
Sale of Fixed Assets	157,770	456,025	280,000	376,500
Sanitation Fee	-	-	1,595,300	1,620,900
Transfers (In)	3,409,278	3,627,558	3,712,031	3,838,836
Use of Money & Property Total	14,658,306	10,681,708	10,666,466	10,986,732
110 - General Fund Total	44,565,434	40,963,445	40,948,167	42,253,430
111 - TIF				
Property Tax Revenue	353,356	360,626	300,000	333,253
Other Financing Sources	21,154	-	128,538	93,247
111 - TIF Total	374,509	360,626	428,538	426,500

Revenue - Continued

City of Sumter Summary of Revenues Fiscal Year 2020-2021 Budget (Continued)

Fund/Classification	FY 18 Actual	FY 19 Actual	FY 20 Amended	FY 21 Adopted
330 - Water & Sewer				
Water Sales	10,031,524	10,288,727	10,434,000	10,434,000
Sewer Sales	10,563,652	10,262,837	10,532,600	10,796,000
Water & Sewer Connections	600,647	598,355	390,000	400,000
Late Charges/Penalties/Reconnect Fees	706,035	737,347	744,600	735,000
Fire Protection Charges	76,370	74,476	74,400	74,100
Bill Collection Fees	36,448	36,884	36,900	37,600
Tipping Fee/Sludge Sales	21,093	23,536	20,300	20,300
Bad Debt Recovery	55,852	140,303	75,000	165,000
Interest Income - Other	16,756	16,756	-	-
Application Fee	103,947	102,486	103,800	108,000
Management Fees	22,917	25,000	25,000	10,000
Debt Set Off	44	-	-	-
Miscellaneous Fees	829	1,129	800	1,000
Miscellaneous/Backflow Testing	-	1,600	2,500	-
Interest on Investment	373,111	406,758	330,000	366,000
Miscellaneous Revenue	63,142	29,695	-	-
Other Financing Sources	447,235	369,843	2,648,945	545,148
Recycling Income	26,393	6,998	-	-
Rental on Property	104,545	107,468	104,000	110,000
Sale of Fixed Assets	(172,877)	(122,922)	-	-
330 - Water & Sewer Total	23,077,663	23,107,275	25,522,845	23,802,148
334 - Mayesville Water System				
Water Sales	105,330	104,882	105,000	109,000
Sewer Sales	138,368	137,243	138,000	141,000
Water & Sewer Connections	-	9,700	-	-
Late Charges/Penalties/Reconnect Fees	12,485	11,672	12,500	11,900
Bad Debt Recovery	963	3,757	500	500
Application Fee	912	808	900	800
Debt Set Off	-	-	1,000	1,000
Interest on Investment	290	585	-	-
Miscellaneous Revenue	210	150	-	-
Other Financing Sources	221,522	-	-	-
334 - Mayesville Water System Total	480,079	268,797	257,900	264,200
333 - Stormwater				
Other State Appropriations	-	250,000	-	-
Stormwater Fees	616,427	766,578	789,184	816,900
Other Financing Sources	123,735	205,877	6,000	4,000
333 - Stormwater Total	740,162	1,222,455	795,184	820,900

Revenue - Continued

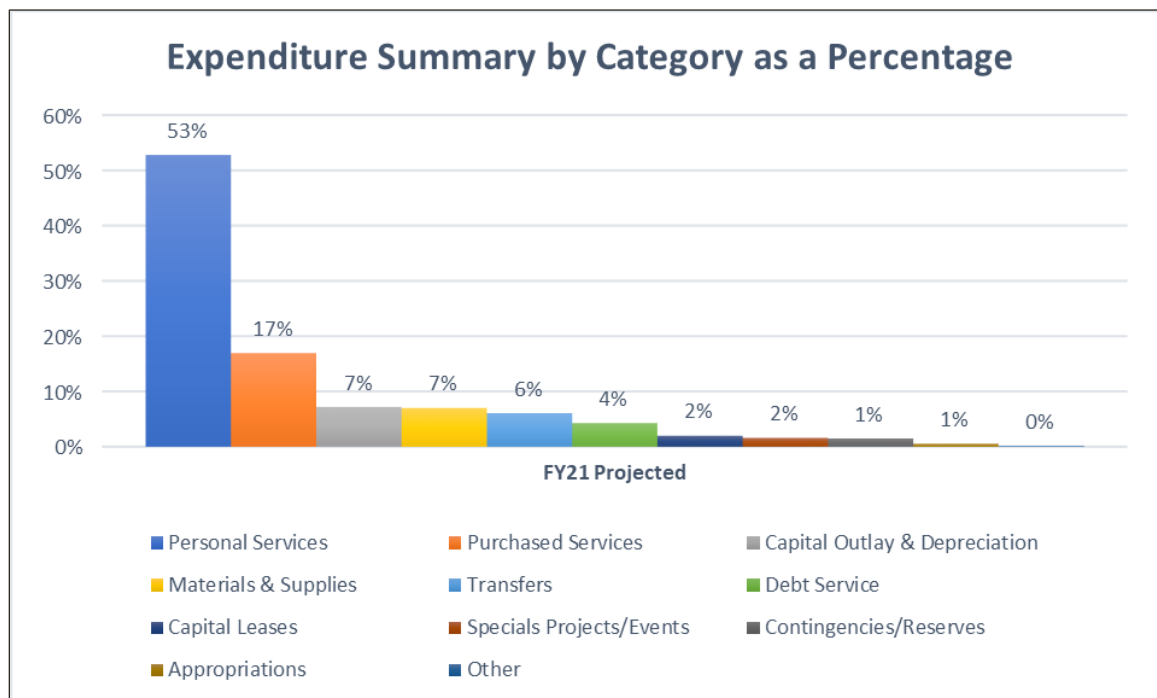
**City of Sumter
Summary of Revenues
FY 2020-2021 Budget (Continued)**

Fund/Classification	FY 18 Actual	FY 19 Actual	FY 20 Amended	FY 21 Adopted
212 - Accommodations				
Accommodations Fees	575,888	646,968	575,000	575,000
Other Financing Sources	-	-	905,000	-
212 - Accommodations Total	575,888	646,968	1,480,000	575,000
219 - Hospitality				
Hospitality Fees	2,839,557	2,962,714	2,700,000	2,700,000
Other Financing Sources	-	-	810,000	-
Sale of Fixed Assets	18,000	-	-	-
Transfers (In)	78,000	470,117	-	-
219 - Hospitality Total	2,935,557	3,432,831	3,510,000	2,700,000
250 - Victim's Assistance				
Other Financing Sources	35,005	28,773	76,027	30,000
Transfers (In)	-	-	-	35,095
250 - Victim's Assistance Total	35,005	28,773	76,027	65,095
Grand Total	72,784,298	70,031,171	73,018,661	70,907,273

Expenditures

Actual fiscal year 2019, budgeted fiscal year 2020, and projected fiscal year 2021 expenditures are listed in the table below. There is a 3.08% increase from fiscal year 2020 to 2021. Budgeted personal service expenditures increased due to a 3% across-the-board cost of living increase for City employees.

Category	FY19 Actual	FY20 Amended	FY21 Projected
Appropriations	582,417	554,552	370,369
Capital Leases	1,536,103	1,302,165	1,407,891
Capital Outlay & Depreciation	13,084,646	8,001,100	5,099,781
Contingencies/Reserves	50,162	1,310,463	1,050,000
Debt Service	2,764,196	3,092,898	3,038,856
Materials & Supplies	4,839,811	4,688,117	4,968,471
Other	28,960	(9,000)	91,000
Personal Services	33,824,484	36,019,898	37,428,127
Purchased Services	11,714,016	11,819,769	12,019,393
Specials Projects/Events	963,151	2,330,614	1,126,563
Transfers	4,093,301	3,908,085	4,306,822
Grand Total	73,481,246	73,018,661	70,907,273



The City's Summary of Projected Expenditures can be found on pages 30 - 32.

Expenditures - Continued

**City of Sumter
Summary of Budget Expenditures
Fiscal Year 2020-2021**

Fund/Department	FY18 Actual	FY19 Actual	FY 20 Amended	FY21 Adopted
110 General Fund				
411 Admin	2,209,384	2,300,132	1,918,291	2,265,042
412 Downtown	525,320	674,036	713,734	665,986
413 City Warehouse	94,564	87,355	97,806	102,810
414 Planning	724,651	827,778	889,343	879,071
415 Growth & Development	6,787	3,593	3,000	3,000
416 Business License	186,819	243,851	369,637	286,670
417 Liberty Center	23,715	44,780	33,000	33,000
421 Police	9,737,876	10,500,459	10,544,988	10,893,084
422 Police Joint Shared	1,939,295	2,059,552	2,214,921	2,271,777
423 Fire	8,649,947	8,651,544	8,219,515	8,295,587
425 Building Inspection	763,893	783,031	969,066	1,072,511
426 Codes Enforcement	423,629	427,243	437,830	467,619
428 Municipal Court	194,470	211,431	207,166	216,619
432 Construction	645,122	679,747	645,363	732,846
433 PW/Maintenance	1,602,244	1,820,997	1,713,769	1,612,093
434 Sanitation	3,941,918	3,618,508	3,599,478	4,181,139
435 Vehicle Maintenance	99,664	109,807	103,909	110,464
441 Parks	1,317,915	1,273,561	1,261,298	1,217,704
442 Gardens	817,415	690,937	795,608	727,954
451 Tennis	575,689	580,880	539,726	633,734
452 Aquatic	328,721	305,299	380,201	434,709
458 Opera House Auditorium/Annex	334,715	371,477	236,900	272,400
466 Hope Centers	622,447	634,069	695,937	718,397
467 Economic Development	-	5,635	-	-
471 General Obligation Bonds	484,306	499,708	729,227	748,866
473 Interest Bond	45,624	44,109	196,079	176,465
481 Appropriations to Other Agencies	318,411	325,007	309,290	95,543
491 Other	4,385,964	4,631,269	2,174,585	2,189,840
492 Other- Financing Uses	-	19,365	-	-
493 Employee Fringe Benefits	858,589	866,814	880,000	880,000
495 Transfers Out	68,500	278,117	68,500	68,500
110 General Fund Total	41,927,596	43,570,089	40,948,167	42,253,430
111 TIF				
411 Admin	340	346	-	-
467 Economic Development	2,001,797	6,706	-	-
471 General Obligation Bonds	205,000	200,000	345,000	350,000
473 Interest Bond	65,790	87,618	83,538	76,500
111 TIF Total	2,272,927	294,670	428,538	426,500

Expenditures - Continued

**City of Sumter
Summary of Budget Expenditures
Fiscal Year 2020-2021 (Continued)**

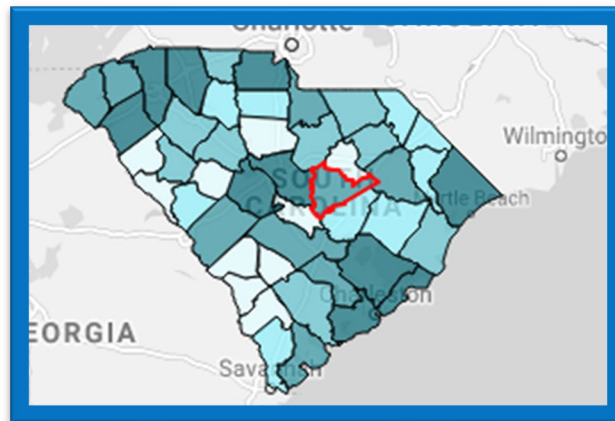
Fund/Department	FY18 Actual	FY19 Actual	FY 20 Amended	FY21 Adopted
330 Water & Sewer				
501 Administrative	3,848,861	4,073,065	5,178,051	4,826,102
502 Utility Billing	2,240,528	2,431,605	2,207,327	2,223,193
503 Water & Sewer Distribution	2,439,140	2,402,850	4,644,267	3,751,381
504 Mechanical Maintenance	636,699	684,467	812,653	819,111
505 Water Plants	2,994,432	2,804,989	3,873,592	3,579,876
506 Sewer Plants	3,227,607	3,368,574	3,879,799	3,682,079
507 Electrical Maintenance	180,936	194,115	246,114	221,136
509 Engineering	394,854	446,268	667,298	830,687
573 Interest Revenue Bonds	2,047,970	1,926,581	1,735,750	1,687,025
575 Agency Fees	10,025	6,565	-	-
581 Revenue Bonds Projects	(52,242)	9,643	-	-
585 Federal/State Grant Projects	85,998	61,708	-	-
591 Water & Sewer, Other	5,690,198	6,494,685	2,057,994	1,961,558
592 Other Financing Uses	114,440	(38,890)	-	-
593 Purchased Services Insurance	216,334	210,998	220,000	220,000
330 Water & Sewer Total	24,075,778	25,077,224	25,522,845	23,802,148
334 Mayesville Water System				
501 Administrative	94,311	102,371	91,338	94,530
502 Utility Billing	3,294	9,371	1,700	2,175
503 Water & Sewer Distribution	-	889	93,243	96,300
505 Water Plants	62,630	39,741	40,950	43,830
506 Sewer Plants	26,889	24,533	27,365	27,365
573 Interest Revenue Bonds	11,925	8,965	3,304	-
591 Water & Sewer, Other	88,268	88,709	-	-
334 Mayesville Water System Total	287,316	274,579	257,900	264,200
333 Stormwater				
502 Utility Billing	-	8,446	-	-
508 Stormwater System	481,623	282,136	783,184	804,900
585 Federal/State Grant Projects	518	698	-	-
591 Water & Sewer, Other	131,656	163,631	12,000	16,000
333 Stormwater Total	613,798	454,911	795,184	820,900
212 Accommodations				
412 Downtown	-	615	-	-
442 Gardens	-	-	905,000	-
452 Aquatic	4,550	1,558	-	-
458 Opera House Auditorium/Annex	52,726	88	-	-
459 Other Culture	-	13,110	-	-
467 Economic Development	56,601	21,014	-	-
491 Other	-	-	146,876	111,516
495 Transfers Out	427,247	417,375	428,124	463,484
212 Accommodations Total	541,125	453,761	1,480,000	575,000

Expenditures - Continued

**City of Sumter
Summary of Budget Expenditures
Fiscal Year 2020-2021 (Continued)**

Fund/Department	FY18 Actual	FY19 Actual	FY 20 Amended	FY21 Adopted
219 Hospitality				
412 Downtown	1,555	-	-	-
441 Parks	481,292	1,023,901	-	-
442 Gardens	306,919	376,766	810,000	-
451 Tennis	8,208	4,942	-	-
452 Aquatic	23,867	215	-	-
458 Opera House Auditorium/Annex	142,823	36,894	-	-
467 Economic Development	636,666	204,732	1,228,517	905,007
495 Transfers Out	1,676,092	1,471,138	1,461,483	1,794,993
219 Hospitality Total	3,483,442	3,280,588	3,510,000	2,700,000
250 Victim's Assistance				
411 Admin	71,911	75,425	76,027	65,095
250 Victim's Assistance Total	71,911	75,425	76,027	65,095
Grand Total	73,273,893	73,481,246	73,018,661	70,907,273

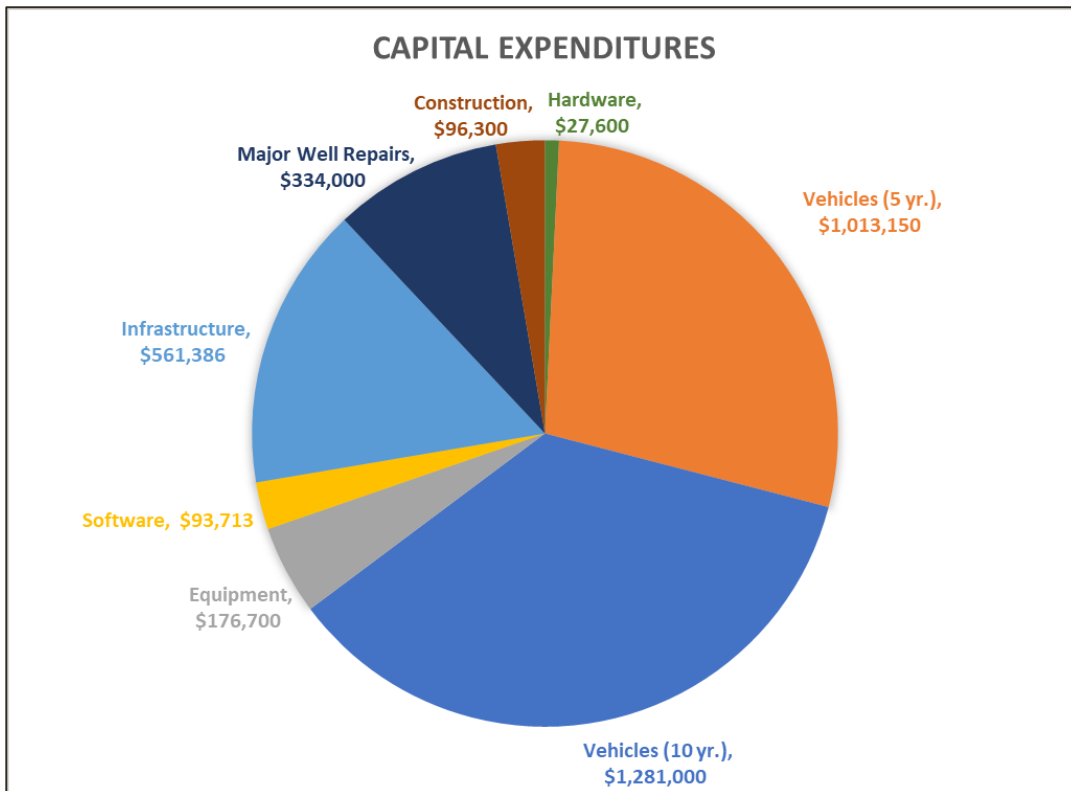
Fun Fact



Median Household Income	\$39,329
Per Capita Income	\$23,316
Median Value of Owner-Occupied Housing	\$140,300
Median Gross Rent	\$805

Capital Expenditures

The City considers capital expenditures to be disbursements made to acquire or improve capital assets, such as property, plant, equipment, vehicles, furniture, and infrastructure. The City defines capital assets as assets with a unit cost in excess of \$5,000 and an estimated useful life of more than 1 year. The City’s total budgeted capital expenditures are \$3,583,849 for fiscal year 2021. The following pie chart provides a breakdown for the upcoming fiscal year.



For purposes of the above chart, a fire truck or sanitation truck (typically in excess of \$100k) is an example of a vehicle with a 10 year useful life. A police car would be an example of a vehicle with a 5 year useful life.

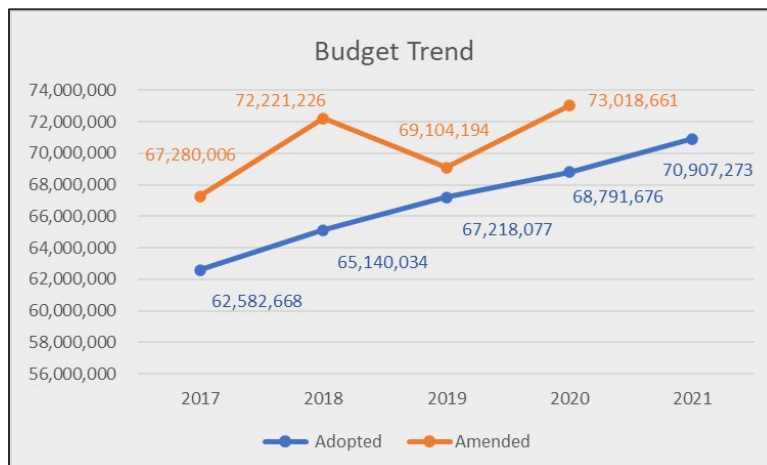
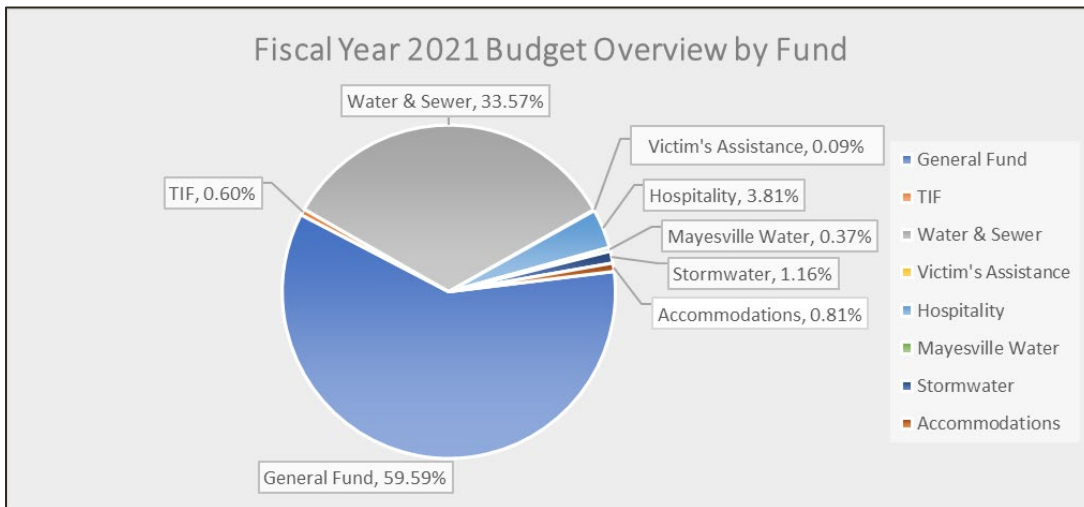
While not included in the operating budget the City does anticipate significant nonrecurring capital expenditures related to its water and sewer activities. These expenditures include various infrastructure removal and replacement projects as well as system expansion and improvement projects estimated to be approximately \$3 million. These projects are considered necessary to meet the current and anticipated future demand of residential, industrial, and commercial customers. These projects will use various funding sources including City’s own fund balance.

Budget Overview

The appropriated budget is prepared by fund, function, department, activity, and object and can be amended throughout the year by City Council approval. The City Manager may make transfers of appropriations within and among functions and funds. The legal level of budgetary control is total expenditures for the four budgeted funds on an individual basis. All annual appropriations lapse at fiscal year-end.

Budget at a Glance

Fund	FY19 Actual	FY20 Amended	FY21 Projected
110 General Fund	43,570,089	40,948,167	42,253,430
111 TIF	294,670	428,538	426,500
330 Water & Sewer	25,077,224	25,522,845	23,802,148
334 Mayesville Water System	274,579	257,900	264,200
333 Stormwater	454,911	795,184	820,900
212 Accommodations	453,761	1,480,000	575,000
219 Hospitality	3,280,588	3,510,000	2,700,000
250 Victim's Assistance	75,425	76,027	65,095
Grand Total	73,481,246	73,018,661	70,907,273



Budget Process

Departmental Requests

The City's fiscal year runs from July 1 to June 30. Budget preparation for the upcoming fiscal year begins in January at the department level. During this first phase department heads and managers begin by working with staff to discuss their goals, needs, and outlook for the new fiscal year. This very important beginning stage forms the basis for the prioritization of resources by department heads who are responsible for submitting their departmental budget requests to the City Manager. In addition to expenditure estimates, the departments who are heavily involved with revenue collection activities (e.g. Utility Finance, Business License, Building Inspection) are asked to provide a revenue projection for the upcoming fiscal year. Generally, all departmental budget requests and revenue projections are required to be submitted to the City Manager by the beginning of March.

City Manager Review and Discussion

During the second phase, the City Manager and Finance Director hold meetings with all department heads to discuss each department's requests and how to best utilize resources to meet the City's immediate needs in a way that also contributes to the City's long-term goals and objectives. Any changes or adjustments that come out of these meetings are communicated to Finance staff who work continuously during the month of March pulling together all departmental requests to produce an initial budget estimate for expenditures. During this stage, the Finance staff is also responsible for preparing a revenue projection.

Council Review and Discussion

During the third phase, the City Manager seeks input from members of Council on the City's fiscal plan. It is their values, priorities, and initiatives that will ultimately drive the direction of the budget. As required by City Code, the City Manager must submit a budget estimate to City Council no less than 40 days prior to the start of the new fiscal year. Accordingly, a budget draft is provided to City Council during the first regular meeting in April. Regular City Council meetings are held on the first and third Tuesday of each month. All meetings are open to members of the public and public comments are allowed during at least 1 meeting per month. After the initial budget draft is provided to Council during the first regular meeting in April, the City Manager provides a status update to Council during each meeting moving forward, until the budget is adopted. Discussions between City Council and the City Manager take place in various forms but tend to be most in depth during the budget workshops, which are special meetings that are held for the specific purpose of discussing items related to the budget for the upcoming fiscal year. Typically, at least 2 budget workshops are held each budget season during the weeks between the regularly scheduled Council meetings, however, it is Council's sole discretion to determine the dates, times, and frequency of these special meetings. While the budget workshops are open to the public, Council does not hear comments from the public during the workshops. As a result of scheduling conflicts and social distancing guidelines related to the COVID 19 pandemic, only 1 budget workshop was held during the fiscal year 2021 budget season.

Public Hearing

Prior to adopting the annual budget, SC State Code requires municipalities to conduct a public hearing giving at least a 15-day public notice of the hearing in a newspaper of general circulation in the municipality. This important stage in the City's budget preparation season encourages and facilitates input from citizens in the budget process.

Budget Adoption

The Fifth and final phase of the City's budget preparation process is the adoption of the budget by City Council. State law requires all municipalities to adopt, by ordinance, a balanced annual budget.

Budget Process - Continued

Fiscal Year 2021 Budget Calendar

Below is a timeline of events which illustrates the previously described budget preparation process, as it occurred during preparation of the City's budget for fiscal year 2021.

<u>Phase</u>	<u>Date</u>	<u>Description of action(s) taken</u>	<u>FY 2021 Budget Surplus/(Deficit)</u>
1-Departmental Requests	January 31, 2020	Memo to department heads setting deadline for departmental budget requests	NA
	February 28, 2020	Departmental budget requests due to City Manager	NA
2-City Manager Review and Discussion	March 1 - April 6, 2020	City Manager meets with department heads to discuss departmental budget requests; Finance staff prepares first expenditure estimate and revenue projection	NA
3-City Council Review and Discussion	April 7, 2020	Regular meeting - City Manager presents initial budget estimate to City Council	(\$1,760,741)
	April 21, 2020	Regular meeting - City Manager provides status update on budget	(\$1,652,869)
	May 1, 2020	Public Notice of Public Hearing on Budget advertised in The Item	(\$1,652,869)
	May 5, 2020	Regular meeting - City Manager provides status update on budget	(\$837,912)
	May 18, 2020	Budget workshop - Council, City Manager & other city officials discuss budget	(\$380,931)
4-Public Hearing	May 19, 2020	Council conducts public hearing on the budget	(\$380,931)
5-Budget Adoption	June 2, 2020	City Council approves 1st reading of budget ordinance	\$0
	June 16, 2020	City Council approves 2nd reading of budget ordinance (Budget Adopted)	\$0

Budget Amendment Process

Budgetary control is maintained by the City Manager, who may make transfers of appropriations within and among functions and funds as necessary during the fiscal year. If the amendment results in a change of the total budgeted amount for any of the appropriated funds it must go before City Council for approval.

Fun Fact



The official nickname for South Carolina is The Palmetto State, referring to the state tree (the sabal palmetto). The tree's engraving in South Carolina's history stems all the way back to the American Revolutionary War, when state militia successfully fended off the British Army from the palmetto-logged Fort Sullivan, helping to prevent British efforts in Charleston.

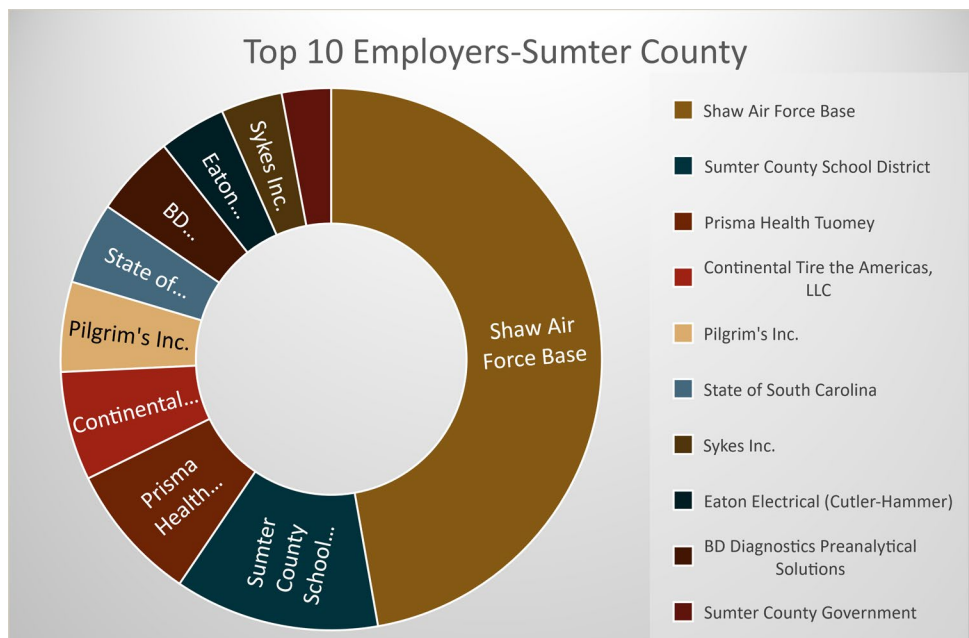
Basis of Budgeting & Accounting

Appropriated Funds

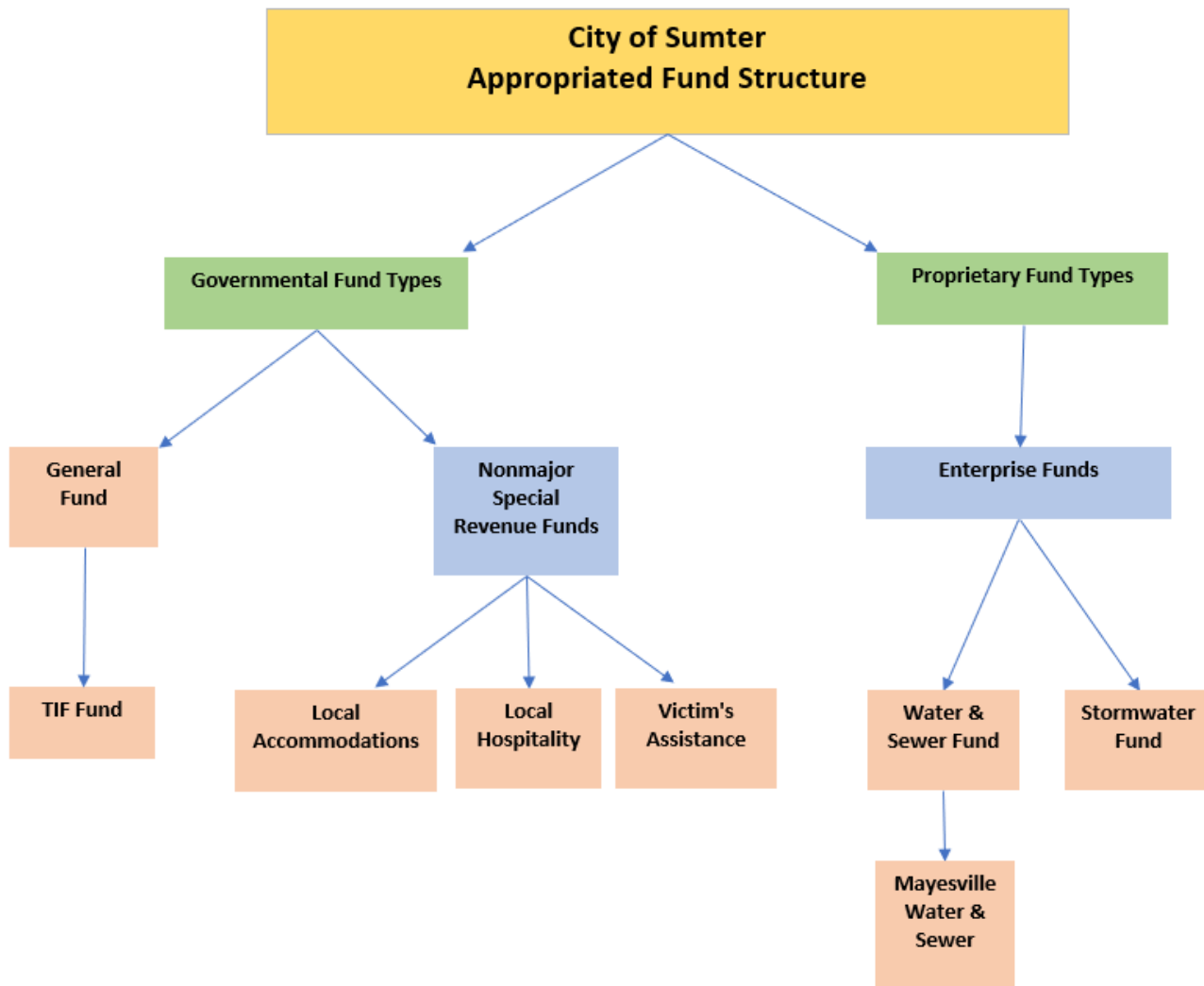
The City adopts annual operating budgets for 5 governmental funds and 3 proprietary funds. The governmental funds budgets are prepared using the modified accrual basis of accounting, which is the same basis of accounting used to report the City’s audited fund financial statements. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be identified, and available means collectible within the current period or soon enough thereafter (not to exceed 60 days) to be used to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. For budgeting purposes the General Fund and the TIF Fund are reported as separate distinguishable funds, however, for year-end reporting purposes both funds are reported together as the “General Fund” in the fund statements. The 3 special revenue funds (Local Hospitality, Local Accommodations, and Victim’s Assistance) are reported as separate, distinguishable funds for budgeting purposes, however, they are all reported together, among other non-appropriated governmental funds, as “Non-Major Governmental Funds” in the audited fund financial statements.

The proprietary funds budgets are prepared using the accrual basis of accounting, which is the same basis of accounting used to report on both the business-type activities in the City’s government-wide audited financial statements and the proprietary funds audited financial statements. Generally, revenues are recognized when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. For budgeting purposes the Water & Sewer Fund and the Mayesville Water & Sewer Fund are reported as separate, distinguishable funds, however, they are both reported together as the “Water and Sewer Fund” in the audited fund financial statements.

Fun Fact



Fund Structure



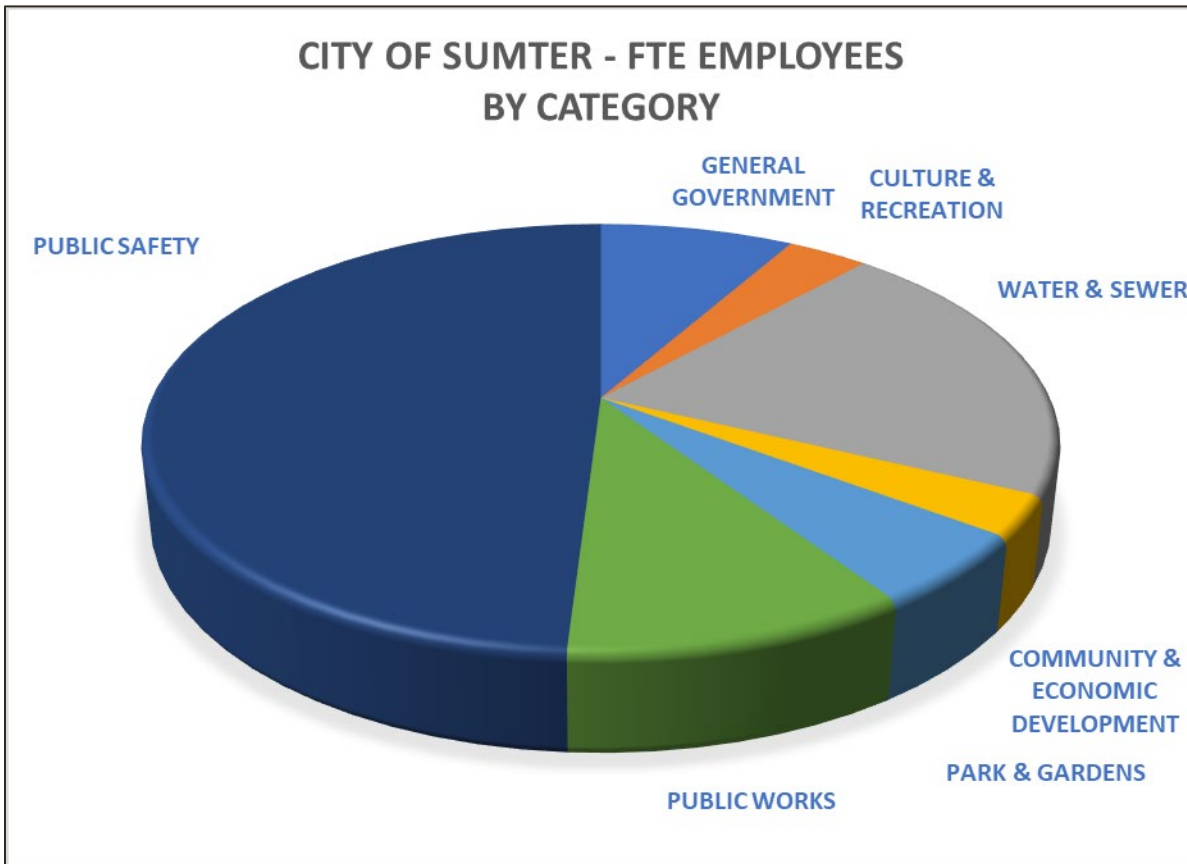
Position Summary

Full Time Equivalent City Employees			
Department	2019	2020	2021
Administrative	31	31.5	31.5
Building Inspections	12	11	11
Business License	4	5	5
City Warehouse	2	2	2
Codes Enforcement	7	7	8
Construction	12	12	12
Downtown	7.5	7.5	7.5
Electrical Maintenance	3	3	3
Engineering	6	6	6
Fire	101.5	101.5	101.5
Gardens	12	12	12
Hope Centers	11	11	11
Mayesville	2	2	2
Mechanical Maintenance	11	11	11
Municipal Court	2	2	2
Parks	21	21	21
Planning	11.5	11.5	11.5
Police	143.5	143	142.5
Police Shared	33.5	33.5	33.5
Pool	13	13	13
Public Works	9	9	9
Sanitation	41	41	41
Sewer Plant	28	29	28
Tennis	8.5	8.5	8
Utility Billing	27.5	28	28
Vehicle Maintenance	1	1	1
Water & Sewer Distribution	33	32	32
Water Plants	15	15	15
Total	609.5	610	609

For the purposes of reading the chart above, full time employees are counted as one equivalent, while part time employees are counted as a half of an equivalent.

Some interdepartmental transfers of employees are projected for fiscal year 2021, however, no new positions are expected to be created. The City of Sumter has maintained the same staffing level for the past few years. This is due to optimal performance by staff and being able to qualify for the COLA each year.

Position Summary - Continued



Department Detail

Administration

The Administration department consists of City Management, the City's Safety and Risk Management, Legal Counsel, Finance, Purchasing and Human Resources. They are responsible for the overall day to day management of operations for the City, City Council, Financial administration, from budgeting to auditing, as well as purchasing needs.

2019-2020 Highlights

- Sumter named All-America City Finalist
- Completed new Public Safety Complex
- Completed new Utility Billing Offices
- Replaced paper-based Accounts Payable process with electronic workflow and file storage

2020-2021 Goals

- Implement a new Revenue Collection Process for Recreation Department
- Integrate the Fixed Assets module into the new Accounting Software
- Maintain the Copier Lease Program
- Implement a Purchasing Card Process
- Implement Miscellaneous Billing Process

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient, effective, and consistent Administration Department	Council Meetings Held	19	27	20
	Executive Sessions Held	10	16	15
	Credit Rating	AA-1	AA-1	AA-1
	Number of AP Checks Written	7,853	7,056	7,000
	Number of Purchase Order's Cut	5,681	5,511	5,500
	Number of Employees Managed (by FTE)	639	639.5	639.5

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
Admin. - (including business-type activities)			
Salaries & Wages	1,749,350	1,640,729	1,813,906
Overtime	15,453	-	-
Retirement	217,312	248,166	296,190
Social Security	117,635	119,456	132,981
Health Insurance	192,780	195,403	240,464
Dental Insurance	4,728	4,675	4,969
Life Insurance	103	103	110
Long Term Disability	1,023	1,023	1,093
Workers compensation	13,921	15,689	11,543
Printing	595	1,000	1,000
Postage	7,516	7,000	7,000
Travel, Conferences, Business Exp.	74,472	25,000	25,000
Advertising	11,301	1,000	1,000
Employee Training & Education	15,725	10,000	10,000
Florist Services	167	-	-
Legislative Travel	28,965	19,000	19,000
Professional Services/Consulting	18,274	5,000	5,000
Other Purchased Services	5,214	5,000	5,000
Bank & Agency Fees	34,641	17,000	17,000
Attorney Fees	37,165	15,000	15,000
Audit Fees	33,239	32,000	32,000
Utilities	61,558	60,000	60,000
Telephone	94,656	92,000	92,000
Maintenance, Service Contracts	194,661	191,872	145,477
Cleaning & Sanitation Services	1,435	-	-
Automotive Operation & Repair	965	1,500	1,000
Repair & Maintenance Supplies	8,390	-	5,000
Cleaning & Sanitation Supplies	250	-	-
Computer Supplies	1,005	3,000	3,000
Fuel	40,064	36,000	39,456
Office Supplies	9,237	10,000	10,000
Departmental Supplies	63,667	20,547	25,000
Uniforms & Clothing	1,776	1,000	1,000
Machinery & Equipment (Under \$500)	749	-	-
Expendable Assets (Over \$500)	5,100	13,300	8,000
Memberships & Dues	31,860	30,000	30,000
Grants City Share	128,002	-	-
Equipment	14,078	-	-
Hardware	-	3,400	22,500
Indirect Cost Allocation	(730,580)	(669,082)	(718,117)
Capital Reserve	-	800,000	800,000
Indirect Cost	2,046,257	2,046,257	2,046,257
Reserve for Contingencies	-	211,164	-
Software	-	27,500	-
Transfers	1,923,203	1,946,978	1,976,845
Total Admin	6,475,914	7,187,680	7,185,674

Department Detail

Downtown

The revitalization activities in Downtown Sumter have stimulated a great deal of interest and activity in the Central Business District. The streetscape project, renovation to our parking lots and the numerous buildings that have received a facelift through our Facade Grant Program have all served as a catalyst for development by the Private sector. Because of the revitalization efforts, buildings that have been for sale for an extended period of time are now selling and the new owners are providing the necessary renovations to make the properties an attractive asset to the downtown area.

2019-2020 Highlights

- Won two Main Street Inspiration Awards - one for the Gainz Jontz Rehabilitation Award for 134/136 N. Main Street (former Sumter Printing building) and one for Outstanding Promotion for the eSTEAM Festival
- Sumter Original Brewery opened up Downtown as Sumter’s first brewery

2020-2021 Goals

- Bring residents to Downtown Sumter with the creation of apartments
- Attract people Downtown through events
- Create usable public space
- Help our businesses return to normal operations after the pandemic

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Downtown Dept	Number of Downtown Façade Grants Issued	5	1	3
	Number of Fourth Friday Events	5	3	5
	Number of Other Events and Festivals	8	4	8

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
412 Downtown			
Salaries & Wages	403,700	466,223	434,204
Overtime	3,106	-	-
Retirement	53,125	70,597	69,675
Social Security	30,252	34,341	32,340
Health Insurance	49,077	60,453	63,994
Dental Insurance	1,051	1,297	1,105
Life Insurance	25	31	27
Long Term Disability	252	311	265
Workers compensation	3,057	5,543	3,376
Printing	-	1,000	1,000
Postage	264	500	500
Travel, Conferences, Business Exp.	8,473	3,375	3,375
Advertising	7,667	5,000	-
Memberships & Dues	3,600	1,490	2,550
Professional Services/Consulting	36,439	5,000	4,000
Other Purchased Services	-	25,000	-
Utilities	15,201	-	-
Telephone	2,854	1,500	1,500
Maintenance, Service Contracts	19,640	13,273	30,600
Repair & Maintenance Supplies	15,322	-	-
Cleaning & Sanitation Supplies	941	-	-
Office Supplies	4	-	-
Departmental Supplies	1,128	800	1,500
Downtown Special Events	10,844	10,000	7,975
Fuel	7,200	8,000	8,000
Expendable Assets (Over \$500)	238	-	-
Hamptons Sponsored Events	1,190	-	-
412 Downtown Total	674,651	713,734	665,986

Department Detail

Planning

The Sumter City-County Planning Department provides responsive, efficient, factual, balanced, and transparent land use expertise to the citizens, property owners, businesses and public officials of the entire Sumter Community. In doing so we:

- Ensure that the land use process is fair, open and clear
- Implement land use regulations in a uniform and reliable manner
- Develop Tools and Strategies for the City of Sumter and Sumter County’s future growth and revitalization that are sensible, economically sustainable, and environmentally sensitive
- Know that we work for YOU: neighbors and businesses, citizens and officials, advocates and landowners, equally deserving of respect, prompt attention, and diligence.

2019-2020 Highlights

- Adoption of the 2040 City-County Comprehensive Plan
- Support of Census 2020 Local Initiative
- Completion of HMGP acquisition and demolition of residential property damaged in the 2015 Flood
- Approval and permitting of major private sector commercial revitalization projects including: Gateway Plaza Renovation, Sumter Original Brewery, Safe Med (Colonial) – Liberty St Bldg. renovation, and Retreat at Sumter market-rate multi-family project

2020-2021 Goals

- Adopt 2021-2027 SUATS Transportation Improvement Plan
- Embark on first Neighborhood Planning Process
- Select Zoning Ordinance chapter and topic amendments/updates based on Downtown Master Plan recommendations, the City Affordable Housing Study, and the 2040 Comprehensive Plan
- Continue to support private sector development/redevelopment initiatives in an efficient and professional manner

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Planning department	Planning Commission Case Review			
	Total Applications Submitted	140	125	122
	Total Cases Reviewed	136	119	119
	City Annexation Requests	5	4	4
	Board of Appeals Case Review			
	Total Applications Submitted	26	44	27
	Total Cases Reviewed	20	37	23
	Appeals from Administrative Interpretation	-	-	-
	Historic Preservation Design Review Committee Case Review			
	Downtown & Hampton Park Requests Reviewed by Committee	22	19	17
	Downtown & Hampton Park Requests Reviewed by Planning Staff	8	8	8
	Temporary Use Approvals (City & County)	106	96	109
	Mobile Home Certifications Issued	185	173	160
	Conditional Use Approvals (City & County)	49	46	40
	Plats - Number of Lots Approved	465	444	424
Plats - Number of Surveys Reviewed	246	238	253	

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
414 Planning			
Salaries & Wages	518,014	651,162	630,671
Retirement	67,491	98,949	104,439
Social Security	37,561	48,386	46,157
Health Insurance	57,995	84,316	92,334
Dental Insurance	1,418	1,784	1,779
Life Insurance	31	39	39
Long Term Disability	305	388	387
Workers compensation	2,625	3,529	2,413
Printing	499	400	1,000
Postage	4,655	4,000	5,000
Travel, Conferences, Business Exp.	5,068	7,500	7,000
Advertising	5,408	4,000	4,000
Employee Training & Education	794	2,000	3,500
Professional Services/Consulting	346	2,500	2,500
Utilities	5,499	7,000	7,000
Telephone	3,339	5,000	5,000
Maintenance, Service Contracts	72,293	71,000	85,450
Automotive Operation & Repair	30	500	500
Computer Supplies	60	500	500
Fuel	9,798	10,000	10,000
Office Supplies	(2,545)	1,500	6,500
Departmental Supplies	3,185	1,800	1,800
Uniforms & Clothing	2,171	1,500	1,000
Expendable Assets (Over \$500)	3,341	3,500	3,500
Memberships & Dues	1,276	3,500	3,500
Project Expenses	1,086	-	-
Vehicles	29,862	-	-
Equipment	9,716	-	-
Indirect Cost Allocation	(7,028)	(14,610)	(13,398)
GIS Mapping	41,766	49,200	16,500
Planning/MPO PL Expenses	(48,282)	(160,000)	(150,000)
414 Planning Total	827,778	889,343	879,071

Department Detail

Business License

The Business License Department serves the City and County of Sumter. All operating businesses in the City of Sumter and Sumter County must possess a business license. The City renewals are mailed in January and due by the 15th of February. The County renewals are mailed in February and due by the 15th of March. Applying for a license is completed in the Business License Department at 12 West Liberty Street. If you are an out-of-town contractor doing business in the City or County of Sumter, you may choose to apply for a **“JOB ONLY”** business license which will remain active until the Project of Record is completed.

We strive to maintain our strategy of operating by “THE SUNDOWN RULE”. When a customer or citizen contacts our department with a Business License related question, we provide them with an answer to their question before the sun goes down that same day.

2019-2020 Highlights

- 909 new business licenses issued for the City and County of Sumter
- \$219,865 in revenue collected from new business licenses purchased within the City/County of Sumter
- \$3,550,304 in revenue collected from the renewals of existing business licenses within the City/County
- \$504,949 in revenue collected through local accommodation fees
- \$3,387,457 in revenue received from the South Carolina Municipal Association
- \$7,662,550 in total revenue collected from the Sumter City/County Business License Department

2020-2021 Goals

To be a **“WORLD CLASS”** Business License Department by providing unparalleled, consistent exceptional customer service to all business professionals whom have selected Sumter as the place to conduct their business.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient, effective, and consistent World Class Business License Department	New City Bus. Lic. Issued	525	491	491
	New City Bus. Lic. Revenue	\$ 153,425	\$ 132,538	\$ 132,538
	City Bus. Lic Renewals Revenue	\$ 2,722,096	\$ 2,697,284	\$ 2,697,284
	Total City Bus. Lic Revenue (R+N)	\$ 2,883,358	\$ 2,829,820	\$ 2,829,820
	New County Bus. Lic. Issued	455	418	418
	New County Bus. Lic. Revenue	\$ 116,349	\$ 87,327	\$ 87,327
	County Bus. Lic. Renewals Revenue	\$ 913,688	\$ 853,020	\$ 853,020
	Total County Bus. Lic. Revenue (R+N)	\$ 1,027,771	\$ 935,915	\$ 935,915
	City Accommodation Fees Collected	\$ 585,120	\$ 504,949	\$ 504,949
	MASC Revenue Received	\$ 3,717,191	\$ 3,387,457	\$ 3,387,457
	Total City/County Bus. Lic. Revenue	\$ 8,213,440	\$ 7,662,550	\$ 7,662,550

*Note: City Accommodation fees and MASC fees shown are through May 2020

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
416 Business License			
Salaries & Wages	147,580	190,485	161,436
Overtime	30	-	-
Retirement	19,897	29,640	26,734
Social Security	10,725	14,047	11,670
Health Insurance	16,587	17,128	22,683
Dental Insurance	485	486	485
Life Insurance	12	12	12
Long Term Disability	116	117	116
Workers compensation	373	572	484
Printing	-	500	500
Postage	3,062	2,800	2,800
Travel, Conferences, Business Exp.	-	2,000	2,000
Advertising	567	1,000	1,000
Employee Training & Education	325	2,000	2,000
Professional Services/Consulting	-	2,500	2,500
Utilities	1,240	1,500	1,500
Telephone	904	1,500	1,500
Maintenance, Service Contracts	34,576	3,000	38,000
Automotive Operation & Repair	20	500	500
Computer Supplies	-	500	-
Fuel	251	1,500	1,500
Office Supplies	2,105	2,500	2,500
Departmental Supplies	4,851	5,000	5,000
Uniforms & Clothing	56	750	1,000
Expendable Assets (Over \$500)	-	14,000	-
Memberships & Dues	90	600	750
Software	-	75,000	-
416 Business License Total	243,851	369,637	286,670

Department Detail

Building Inspection

The Building Department serves to protect the health, safety and welfare of the citizens of Sumter by creating safer and more accessible buildings and services, and to provide quality code and ordinance enforcement that are consistent, precise and complete while providing unparalleled customer service for all concerned with the safety and performance of the built environment. We aim to maintain our core values of customer service, integrity, professionalism, understanding and quality in all matters.

We strive to maintain our strategy of operating by “THE SUNDOWN RULE”. When a customer or citizen contacts our department with a Building Code related question, we provide them with an answer to their question before the sun goes down that same day.

2019-2020 Highlights

- \$819,864 in Total Revenue Dollars collected through the sales of Building Permits
- 4,755 Building Permits Issued
- 9,342 Building Inspections completed
- 633 Plan Reviews Completed

2020-2021 Goals

- To be the “BEST IN CLASS” of every Building Inspections Department in the State of South Carolina, and the Nation by providing consistent exceptional Customer Service to all Citizens/Homeowners, Contractors, Design Professionals and all other professionals related to the Construction Industry living and (or) working in our community.
- Maintain no less than an 85% Building Inspector Flexibility Rating by providing quality Training Opportunities and encouraging our Building Inspectors to obtain at least two (2) ICC Certifications each year.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Building Inspection department	City Revenues Collected	\$ 445,822	\$ 465,004	\$ 465,004
	County Revenues Collected	\$ 386,864	\$ 354,824	\$ 354,824
	Total Revenues Collected	\$ 832,686	\$ 819,864	\$ 819,864
	City Building Permits Issued	2,296	2,318	2,318
	County Building Permits Issued	2,438	2,437	2,437
	Total Building Permits Issued	4,737	4,755	4,755
	Total Inspections Completed	9,182	9,342	9,342
	Total Plans Reviewed	595	633	633

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
425 Building Inspection			
Salaries & Wages	507,163	565,166	611,103
Retirement	67,980	88,127	101,397
Social Security	37,106	41,435	44,946
Health Insurance	68,208	96,679	100,223
Dental Insurance	1,455	1,784	1,779
Life Insurance	35	43	43
Long Term Disability	349	427	426
Workers compensation	5,119	7,424	7,681
Printing	147	1,000	1,000
Postage	1,905	2,250	2,250
Travel, Conferences, Business Exp.	860	5,000	5,000
Advertising	-	350	350
Employee Training & Education	6,442	7,500	7,500
Professional Services/Consulting	25	5,000	5,000
Utilities	5,499	7,000	7,000
Telephone	3,641	6,000	6,000
Maintenance, Service Contracts	44,825	50,061	50,000
Automotive Operation & Repair	1,625	1,000	1,000
Computer Supplies	-	1,000	1,000
Fuel	15,366	7,220	7,500
Office Supplies	-	1,500	1,500
Departmental Supplies	11,316	8,700	8,700
Uniforms & Clothing	2,932	5,000	5,000
Expendable Assets (Over \$500)	-	14,600	14,600
Memberships & Dues	1,030	2,800	2,800
Cleaning & Sanitation Services	-	2,000	2,000
Software	-	40,000	76,713
425 Building Inspection Total	783,031	969,066	1,072,511

Department Detail

Municipal Court

The mission of Sumter Municipal Court is to provide a court agency for the citizens to have misdemeanor cases heard in a fair, efficient and timely manner in accordance with South Carolina State Law. We are resolute in our commitment to the health and safety of our employees, customers and Sumter community. Sumter Municipal Court Municipal Court staff will provide the public and other agencies served a convenient, courteous and respectful environment. Sumter Municipal court staff will provide the public and other agencies served a convenient, courteous, and respectful environment.

2019-2020 Highlights

- Provide online services for customers to view cases, dockets and pay fines in full
- Checks and balance system for financial transactions includes: daily/monthly financial report distribution to the Accountant, bank deposit monitoring/balancing and annual audits
- Collect unpaid fines through State Setoff Debt Tax Collection annually
- Use of alternative sentencing for those who cannot afford a fine to include: litter pick up and non-profit organizations community service

2020-2021 Goals

- Continue to submit ideas to Court Administration on helping to improve the use of CMS (Case Management System)
- Continue in Setoff Debt State Collection for uncollectible fines and follow up with MASC on possibly obtaining tax collection at the Federal Level for unpaid fines
- Implement safe ways to conduct court when reopening to the public. Continuing to take all precautionary measurements to ensure the safety of the staff and the public during this unpredictable time (COVID-19)

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Municipal Court	Traffic Violations	4,400	5,000	5,500
	Criminal Cases	1,200	1,500	1,900
	Parking Violations	306	500	500
	Total Processed	5,906	7,000	7,900
	Court FTE	3	3*	3.50
	Violations Processed by Each Clerk	2,953	3,500	3,950
	Operating Expenses	\$ 88,000	\$ 88,000	\$ 125,000
	Operating Expense per Processed Violation	\$ 15	\$ 13	\$ 16

*two full time Court Clerks and three part-time Judges to equal three full time employees

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
428 Municipal Court			
Salaries & Wages	71,642	70,738	77,446
Overtime	6,528	-	-
Retirement	10,404	11,007	12,825
Social Security	5,590	5,066	5,525
Health Insurance	11,895	12,283	12,733
Dental Insurance	323	324	323
Life Insurance	8	8	8
Long Term Disability	77	78	77
Workers compensation	190	212	232
Postage	3,007	3,000	3,000
Travel, Conferences, Business Exp.	495	-	-
Advertising	-	-	-
Employee Training & Education	1,588	2,500	2,500
Professional Services/Consulting	135	500	500
Telephone	-	500	500
Maintenance, Service Contracts	11,212	13,200	13,200
Computer Supplies	-	500	500
Office Supplies	-	500	500
Departmental Supplies	1,506	2,500	2,500
Expendable Assets (Over \$500)	-	2,000	2,000
Memberships & Dues	70	250	250
Unemployment Compensation	-	-	-
Bank & Agency Fees	2,818	2,000	2,000
Judge/Municipal Court	54,416	50,000	50,000
Office Equipment	-	-	-
Other Purchased Services	29,528	30,000	30,000
428 Municipal Court Total	211,431	207,166	216,619

Department Detail

Public Works Maintenance

The City of Sumter Public Works Department is made up of a hard-working group of individuals pulling together to maintain and beautify the city’s streets and parking lots. Any given day they can be found repairing potholes, sweeping streets or placing signs to ensure everyone’s safety. No matter where you travel in the city you will easily see their hard work on display everywhere.

2019-2020 Highlights

- 582 Streets swept
- 283 Parking lots swept
- 289 Streets patched
- 245 Utility cuts patched

2020-2021 Goals

- Sweep every street in the city at least twice
- Initiate 100% use of CityWorks by crew chiefs
- Patch all pothole requests within two business days of request
- Maintain an average of fewer than 20 work orders
- Lower average completion time of medium priority work orders to five days

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Public Works department	Number of Streets Swept	511	582	600
	Number of Parking Lots Swept	299	283	300
	Number of Streets Patched	334	289	250
	Number of Utility Cuts Patched	360	245	200

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
433 PW/Maintenance			
Salaries & Wages	381,937	424,538	326,252
Overtime	2,313	-	-
Retirement	48,722	64,139	52,537
Social Security	27,488	31,114	23,358
Health Insurance	60,188	78,439	60,921
Dental Insurance	1,403	1,581	1,253
Life Insurance	34	38	30
Long Term Disability	336	379	300
Workers compensation	10,189	12,268	11,734
Postage	526	500	500
Travel, Conferences, Business Exp.	-	1,400	1,400
Employee Training & Education	-	1,100	1,100
Professional Services/Consulting	137	1,000	1,000
Telephone	8,208	9,000	9,000
Maintenance, Service Contracts	44,149	58,330	71,950
Computer Supplies	-	500	500
Office Supplies	478	2,600	2,600
Departmental Supplies	1,788	3,000	3,000
Expendable Assets (Over \$500)	3,765	8,000	8,000
Memberships & Dues	380	500	500
Automotive Operation & Repair	11,380	14,000	20,000
Buildings & Improvements	24,935	-	-
Capital Lease Interest	9,967	10,107	8,943
Capital Lease Principal	127,133	118,721	117,012
Cleaning & Sanitation Services	14,600	15,000	15,000
Equipment	252,870	-	18,000
Fuel	26,093	65,000	40,000
Grants City Share	12,116	-	-
Hardware	-	-	5,100
Indirect Cost Allocation	(239,146)	(214,828)	(197,497)
Infrastructure (Roads, Streets, Bridges, Sidewalks, Storm Drain)	-	300,000	300,000
Machinery & Equipment (Under \$500)	490	1,000	1,000
Printing	-	100	100
Rental	7,165	7,565	9,300
Repair & Maintenance Supplies	4,271	5,000	9,000
Streetlights	493,344	460,000	500,000
Streets & Sidewalks	139,213	80,000	120,000
Uniforms & Clothing	1,707	5,200	5,200
Utilities	65,746	51,000	64,000
Vehicle Equipment	-	1,000	1,000
Vehicles	277,069	96,478	-
433 PW/Maintenance Total	1,820,997	1,713,769	1,612,093

Department Detail

Sanitation

The City of Sumter Department of Sanitation employs a combination of 40 employees, which includes CDL drivers, sanitation workers, and supervisors. The department goal is to provide efficient and effective Solid Waste Management through a comprehensive program to contribute to the health, safety, and quality of life for our residential, commercial and industrial areas of the City. This is accomplished through solid waste collection, recycling, disposal and waste reduction activities.

2019-2020 Highlights

- 191 Christmas Trees were collected curbside for recycling through our Annual “Grinding of the Greens” recycling program.
- Supported the Sumter County Fair
- Supported Fall Feast
- Supported the Sumter Super Saturday Clean
- Supported Alice Drive Baptist Church career day by providing a demonstration of our clam truck operation.
- Supported the Food Truck and Craft Beer Festival
- Supported the Rotary Club Onion Sales.

2020-2021 Goals

The Sanitation Department’s goal is to educate local residents and businesses about our Solid Waste Management programs. We will provide our residents and local businesses with helpful information through a variety of educational fliers, pamphlets and promotional literature containing helpful information on how to reduce the amount of waste they create. These resources will help them get a better understanding of the various types, amounts, and impact of solid waste in the communities around them. Our goal is to help them understand and realize the benefits of the programs which in turns encourages participation. For this reason, we expect our solid waste and recycling programs tonnage to increase throughout FY19-20. (Note: Due to the Coronavirus Pandemic, the City of Sumter has temporarily stopped the collection of curbside recycling items, therefore the recycling tonnage will be less than normal for this fiscal year).

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Sanitation department	Curbside Customers Serviced Weekly	15,000	15,000	15,000
	Commercial/Governmental Clients Serviced Weekly	800	800	800
	Residential Garbage collected/transported (in tons)	10,904	10,972	10,972
	Residential Recycling collected/transported (in tons)	590	537	537
	Commercial Garbage collected/transported (in tons)	14,156	12,760	12,760
	Yard Debris collected/transported (in tons)	8,704	7,793	7,793

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
434 Sanitation			
Salaries & Wages	1,007,768	1,159,446	1,228,887
Overtime	118,134	-	-
Retirement	151,170	180,410	203,503
Social Security	80,421	82,330	89,181
Health Insurance	211,905	243,737	287,902
Dental Insurance	5,884	6,162	6,307
Life Insurance	125	152	152
Long Term Disability	1,280	1,359	1,511
Workers compensation	55,186	53,240	73,510
Postage	9	100	100
Travel, Conferences, Business Exp.	-	400	400
Advertising	80	1,500	1,500
Employee Training & Education	149	2,000	2,000
Professional Services/Consulting	3,170	3,500	3,500
Telephone	2,197	9,000	9,000
Maintenance, Service Contracts	12,285	14,500	14,500
Computer Supplies	378	500	500
Office Supplies	349	900	900
Departmental Supplies	22,739	16,000	16,000
Expendable Assets (Over \$500)	4,163	10,000	10,000
Memberships & Dues	-	200	200
Other Purchased Services	101,649	102,000	102,000
Automotive Operation & Repair	106,001	80,000	80,000
Capital Lease Interest	32,498	31,562	28,759
Capital Lease Principal	640,827	422,976	446,186
Cleaning & Sanitation Services	1,200	1,200	1,200
Cleaning & Sanitation Supplies	17,754	20,000	20,000
Equipment	33,203	10,000	10,000
Fuel	185,093	200,000	180,000
Grants City Share	(211)	-	-
Indirect Cost Allocation	-	(30,885)	(33,259)
Machinery & Equipment (Under \$500)	551	1,000	1,000
Photo Copying	-	200	200
Printing	2,052	3,000	3,000
Repair & Maintenance Supplies	4,917	5,000	5,000
Uniforms & Clothing	13,601	17,000	17,000
Utilities	9,996	4,000	4,000
Vehicle Equipment	48	1,500	1,500
Vehicles	84,986	305,489	710,000
Bad Debt Expense	32,094	-	-
Dumpster Repair Services	27,487	30,000	30,000
Dumpsters	64,323	60,000	60,000
Landfill	543,030	510,000	525,000
Roll-A-Ways	40,019	40,000	40,000
434 Sanitation Total	3,618,508	3,599,478	4,181,139

Department Detail

Vehicle Services (Maintenance)

The Fleet Services Department facilitates the purchase, outfitting, maintenance and repair of all City rolling stock and machinery owned by the City to maximize in-service and on the road time and minimize equipment operating costs. First Vehicle Services (FVS) contracts with the City of Sumter to staff and maintain City vehicle and equipment assets. FVS also maintains the City's GasBoy fuel system.

2019-2020 Highlights

- Purchased and outfitted new and replacement vehicles and equipment
- Fleet vehicle files up-to-date and maintained
- GasBoy fueling system
 - User pin numbers reviewed for accuracy
 - Weekly mileage uploads into FVS system to ensure vehicles are being serviced by mileage, if necessary
 - Daily fuel levels are reviewed, and 3 Bids are taken and submitted for each load of fuel that is purchased

First Vehicle Services

- Lean Six Sigma Certified
- ASE Blue Seal Certified
 - 100% ASE certified technicians with a combined 40 ASE's
- EVT Certifications
 - 4 full-time technicians with a combined 26 Emergency Vehicle Technician Certifications
- Employees
 - Seven full-time ASE certified technicians
 - One seasoned small engine technician
 - Three professionally qualified administrative staff employees
 - 40 hours CE training annually
 - Required to meet 95% service productivity
- Inventory
 - Full counts on a quarterly basis and annual full inventory certified and reported
 - Cycle counts (spot checks) two times per month

2020-2021 Goals

- Maximize percentage of city vehicles and equipment in-service and on the road
- Maintain City assets to limit non-scheduled repairs and ensure assets reach full life expectancy
- Maximize asset preservation by decreasing missed scheduled preventative maintenance
- Implement city-wide emergency and backup power generators maintenance plan

Performance Measures

Strategy	FY 19-20 Measures	
	Vehicles	Equipment
Maintain City's fleet of vehicles and equipment at a high level of quality with minimal cost.	Scheduled preventive maintenance work orders - equipment	
	1,288	1,059
	Non-scheduled work orders	
	1,677	556
	Total number of work orders	
	2,965	1,615
Number of Assets in City Fleet as of 5/15/20		
406	463	
% of fleet assets in service & operational		
99%	1	
Target % of fleet assets in service & operational		
100%	100%	

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
435 Vehicle Maintenance			
Salaries & Wages	78,823	81,213	83,420
Retirement	11,654	13,760	15,007
Social Security	6,028	6,170	6,345
Health Insurance	9,295	9,598	9,950
Dental Insurance	162	162	162
Life Insurance	4	4	4
Long Term Disability	39	39	39
Workers compensation	218	265	272
Travel, Conferences, Business Exp.	937	1,000	1,000
Professional Services/Consulting	-	40	40
Telephone	2,130	2,400	2,400
Maintenance, Service Contracts	185	2,000	1,500
Office Supplies	47	50	50
Departmental Supplies	52	50	50
Memberships & Dues	165	200	200
Automotive Operation & Repair	1,659	500	500
Fuel	10,241	8,000	8,000
Indirect Cost Allocation	(42,059)	(36,242)	(35,025)
Repair & Maintenance Supplies	1,568	200	50
Utilities	14,044	12,000	14,000
Fuel Island Maintenance	2,900	2,500	2,500
Project Expenses	11,715	-	-
435 Vehicle Maintenance Total	109,807	103,909	110,464

Department Detail

Parks

The City of Sumter Parks Department employs a team of individuals to maintain, care for, and protect our 24 parks throughout the City. The Parks department is also responsible for maintaining all recreational trails and the City's three HOPE Centers. From splash pads to swing sets, our crew works to make sure that Sumter is a safe and enjoyable place to live, work, and play.

2019-2020 Highlights

- Riley Park Backstop French Drain System Installed
- Riley Park Artificial Turf Bull Pen Installation
- All Welcome To Sumter Signs were replaced and landscape beds and irrigation were updated
- The entrance to Bobby Richardson Park was relandscaped.
- Major landscape improvements took place at the North HOPE Center.
- The spray park at Crosswell Park control panel and valve system was upgraded.
- Artillery Park and Veterans Park were added to the City of Sumter's Parks Department maintenance contract list.

2020-2021 Goals

- Continue to provide a safe and clean work environment for our team members. This will be accomplished through communication at Safety meetings as well as training classes.
- Continue spray program which allows manpower to be more flexible and effective to maintain other areas throughout the city.
- Continue to enhance landscape around the city.
- Maintain miles of street and roadsides throughout the City (City lots, Shaw overpass, 521 Industrial Park, etc.)

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Parks department	Number of City Parks	24	24	26
	Maintain Playgrounds	22	22	22
	Maintain Restrooms at City Parks	8	8	8
	Walking Trails Maintained	.8 miles	.8 miles	.8 miles
	Maintain Spray Parks	5	5	5
	Maintain Streets & Roadsides	100 miles	100 miles	100 miles

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
441 Parks			
Salaries & Wages	556,948	614,233	615,749
Retirement	84,680	95,574	101,967
Social Security	45,618	44,408	44,784
Health Insurance	98,383	125,422	160,034
Dental Insurance	2,905	3,243	3,234
Life Insurance	65	74	78
Long Term Disability	657	738	775
Workers compensation	17,709	20,817	22,108
Postage	8	-	200
Travel, Conferences, Business Exp.	-	-	500
Professional Services/Consulting	1,273	1,000	2,000
Telephone	2,494	2,000	6,000
Maintenance, Service Contracts	12,644	8,500	9,500
Office Supplies	81	400	400
Departmental Supplies	21,964	28,000	28,000
Expendable Assets (Over \$500)	14,415	10,000	12,500
Memberships & Dues	-	600	600
Other Purchased Services	11,148	11,000	11,000
Automotive Operation & Repair	23,824	25,000	28,000
Equipment	132,669	70,647	-
Fuel	51,540	60,000	55,000
Indirect Cost Allocation	(43,689)	(47,608)	(47,551)
Machinery & Equipment (Under \$500)	3,728	2,000	2,000
Repair & Maintenance Supplies	70,683	49,000	56,500
Utilities	46,852	56,000	56,000
Vehicle Equipment	403	1,000	1,000
Other Materials & Supplies	223	800	800
Buildings & Improvements	758,076	-	-
Project Expenses	13,095	-	-
Advertising	-	-	200
Capital Lease Interest	-	-	2,139
Capital Lease Principal	-	-	25,187
Computer Supplies	319	400	400
Employee Training & Education	130	2,000	2,000
Grants City Share	(17,487)	-	-
Improvements Other Than Buildings	15,311	-	-
Land	10,975	-	-
Overtime	78,609	-	-
Photo Copying	-	50	50
Plants, Materials & Supplies	9,014	8,500	8,500
Printing	-	-	250
Rental	88	500	800
Riley Ball Park	20,201	-	-
Uniforms & Clothing	4,523	7,000	7,000
Vehicles	247,385	60,000	-
441 Parks Total	2,297,462	1,261,298	1,217,704

Department Detail

Gardens

The City of Sumter Gardens Department employs a team of individuals to maintain, care for, and protect our eight gardens throughout the City, including the 150-acre Swan Lake Iris Gardens. The Gardens department is responsible for the production of all seasonal plants throughout the city, along with the care and maintenance of all swans inhabiting Swan Lake Iris Gardens, along with building and maintaining all of the figures and lights for the Fantasy of Lights Christmas Display.

2019-2020 Highlights

- Iris Beds on the Garden Street Side and North Side of Swan Lake were redesigned and replanted.
- Through research, predator control and vigilant care the swan population has grown from 28 swans in 2013 to approximately 170 in FY2018.
- The main entrance to the Gardens was redesigned and Grainger McKoy's "7 Swans" sculpture and fountain was installed.
- The Fantasy of Lights was relocated to the Heath Pavilion to accommodate the construction of the "Seven Swans" Sculpture.
- Produced over 50,000 flowers in the green house for seasonal color planting in parks, gardens and other locations throughout the city.
- Upgraded the Garden Street Fairway to an automatic system to save time and resources.
- Documented 214 different plant species in the park for our Arboretum Accreditation.
- Added to the genetic diversity of the swan population by the addition of (2) Trumpeter, (1) Tundra, (1) Black Neck and (5) Mute Swans from outside sources.
- Through turf grass management practices reduced the weed pressure in the park and establish healthy turf in order to reduce the labor cost associated with maintaining turf areas.
- Documented and mapped existing Iris varieties in the park. Collected seeds from most desirable Iris and germinated them to produce new Iris to be planted in the park.

2020-2021 Goals

- Continue to provide a safe and clean work environment for our team members. This will be accomplished through communication at safety meeting as well as training classes.
- Redesign and replant Iris beds on the north side of the park and create new Iris beds within the gardens.
- Continue to update the manual irrigation systems to automated ones in order to save time and resources.
- Through turf grass management practices reduce the weed pressure in the park and establish healthy turf in order to reduce the labor cost associated with maintaining turf areas.
- Continue to grow the swan populations genetic diversity.
- Continue to plant and document woody plant species throughout the park in order to increase our Arboretum status.
- Try to develop new varieties of Iris through the cross pollination of iris varieties, seed collection and germination while participating in helping and promoting three hundred plus events annually.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Gardens department	Plants Grown in Green House	50,000	50,000	50,000
	Restroom Facilities Maintained	7	7	7
	Playground Facilities Maintained	1	1	1
	Acres of Parks Maintained	150	150	150

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
442 Gardens			
Salaries & Wages	248,933	338,097	368,174
Retirement	38,404	52,608	60,969
Social Security	20,770	24,211	26,499
Health Insurance	60,544	93,915	84,899
Dental Insurance	1,437	1,784	1,941
Life Insurance	35	43	39
Long Term Disability	344	427	387
Workers compensation	5,183	7,674	8,357
Postage	15	-	80
Travel, Conferences, Business Exp.	-	-	600
Professional Services/Consulting	392	1,800	1,800
Telephone	5,502	4,500	4,500
Maintenance, Service Contracts	9,565	16,000	13,000
Office Supplies	347	300	400
Departmental Supplies	11,568	12,000	12,000
Expendable Assets (Over \$500)	2,825	12,500	10,000
Memberships & Dues	-	150	150
Other Purchased Services	1,073	12,000	12,000
Automotive Operation & Repair	4,841	6,000	6,000
Equipment	115,192	-	-
Fuel	22,292	20,000	20,000
Machinery & Equipment (Under \$500)	410	3,000	3,000
Repair & Maintenance Supplies	46,374	46,000	13,000
Utilities	60,143	58,000	58,000
Vehicle Equipment	437	500	500
Other Materials & Supplies	-	500	500
Project Expenses	73,565	-	-
Advertising	-	-	100
Capital Lease Interest	-	-	823
Capital Lease Principal	-	-	9,686
Cleaning & Sanitation Supplies	3,977	4,000	4,500
Computer Supplies	-	500	500
Employee Training & Education	64	500	500
Improvements Other Than Buildings	219,185	1,715,000	-
Overtime	45,709	-	-
Photo Copying	-	50	50
Plants, Materials & Supplies	22,703	24,000	-
Printing	-	-	100
Rental	-	400	400
Uniforms & Clothing	5,054	3,900	4,500
Vehicles	-	50,249	-
Christmas Lights & Supplies	11,405	-	-
Swan Supplies	29,415	-	-
442 Gardens Total	1,067,702	2,510,608	727,954

Department Detail

Palmetto Tennis Center

The Palmetto Tennis Center is located inside Palmetto Park in Sumter, South Carolina. It boasts 24 state of the art tennis courts and is lit for night play and four on-site tennis pros offer private lessons and group clinics for beginner to advanced players from ages three and up. Other amenities include two ball machines, stringing service, party rentals, restrooms and pro shop. Admission for regular play is FREE of charge!

2019-2020 Highlights

- Revised SOP
- Continue to expand employee cross-training to strengthen management team
- Increased league play and expanded the number of teams
- Named one of the top-tier American Tennis Facilities by Sports Planning Guide
- Named one of the top 8 tennis facilities in South Carolina by Sports Planning Guide in 2019
- Staff more engaged with and receiving more support from necessary facility partners (Red Cross, USA Swim, USTA, PTR, and USAT)
- Added a state-of-the-art digital stringing machine

2020-2021 Goals

- Continue facility expansion with new operations building and red clay courts
- For all Sumter School District Schools to have tennis equipment in each school
- Provide more school, daycare, and corporate field trips
- More TEAM face-to-face presence in the community

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Palmetto Tennis Center	Retail & Inventory Sales	\$ 15,040	\$ 19,376	\$ 23,000
	Public Partners	\$ 13,500	\$ 16,300	\$ 19,500
	Events & Labor	\$ 42,622	\$ 30,060	\$ 49,950
	Clinics & Lessons	\$ 81,400	\$ 4,848,540	\$ 82,000
	Number of Pro Circuit Events	1	-	1
	Number of Regional Tournaments	1	1	1
	Number of National Tournaments	1	1	1
	League Teams	31	37	40
	Tournament Players & Support	3,000	2,300	3,500

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
451 Tennis			
Salaries & Wages	327,373	356,261	374,563
Retirement	40,996	32,324	34,690
Social Security	24,313	26,600	27,785
Health Insurance	29,019	28,888	42,405
Dental Insurance	765	730	898
Life Insurance	17	16	20
Long Term Disability	164	155	194
Workers compensation	3,839	3,242	2,569
Postage	39	50	50
Travel, Conferences, Business Exp.	1,721	1,000	1,000
Professional Services/Consulting	621	3,500	3,500
Telephone	2,614	1,500	2,000
Maintenance, Service Contracts	1,222	4,000	7,300
Departmental Supplies	2,691	5,500	5,500
Expendable Assets (Over \$500)	4,178	2,500	2,500
Memberships & Dues	129	300	300
Fuel	3,608	3,610	3,960
Repair & Maintenance Supplies	8,004	4,500	4,500
Utilities	29,509	20,000	20,000
Project Expenses	5,442	-	-
Employee Training & Education	140	1,000	1,000
Photo Copying	-	50	-
Uniforms & Clothing	755	3,000	3,000
Cost of Goods Sold	-	10,000	10,000
Palmetto Pro Open	43,546	-	40,000
Tennis Equipment & Supplies	9,550	6,000	6,000
Tennis Events	45,567	25,000	40,000
451 Tennis Total	585,822	539,726	633,734

Department Detail

Aquatic Center

The City of Sumter Aquatics Center is located at 1115 S. Lafayette Dr. Sumter, South Carolina. This center meets requirements for competition swim meets and is equipped with six swim lanes, an electronic timer & touch pads, diving blocks, open tube slide for all ages, and wade-pool with beach entrance & fountain. Other amenities include hot showers, concessions area, party rental, lockers and life jackets available for rent, Management staff of four certified as pool operators, instructors and trainers.

Lifeguards and Water Safety Instructors on-site during the summer season provide swim lessons for all age's infants to adults. Training to be an American Red Cross Lifeguard is available beginning in April and Junior Lifeguard Classes begin in June.

2019-2020 Highlights

- Revised SOP
- Continue to expand employee cross-training to strengthen management team
- Staff more engaged and receiving more support from necessary facility partners (Red Cross, USA Swim, USTA, PTR, and USAT)
- Hosted TriSumter Triathlon for the 9th year

2020-2021 Goals

- Continue lazy river expansion project
- More corporate field trips
- Expand TEAM face-to-face presence geared towards educating adults
- Expand Water Safety Awareness Program into the large business and industry sectors

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Aquatic Center	Admissions	\$ 26,335	\$ 11,071	\$ 26,335
	Retail & Rental Sales	\$ 7,486	\$ 6,565	\$ 7,500
	Public Partners	\$ 2,500	\$ 2,500	\$ 2,500
	Events	\$ 6,275	\$ 8,711	\$ 6,300
	Concessions	\$ 3,944	\$ 1,865	\$ 4,000
	Lessons	\$ 6,580	\$ 2,060	\$ 6,600

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
452 Aquatic			
Salaries & Wages	182,975	246,704	277,572
Retirement	16,102	18,339	28,992
Social Security	13,622	18,598	21,109
Health Insurance	20,932	21,616	29,940
Dental Insurance	404	405	574
Life Insurance	8	8	12
Long Term Disability	77	78	116
Workers compensation	2,910	4,893	5,484
Postage	4	50	50
Travel, Conferences, Business Exp.	517	1,500	1,500
Professional Services/Consulting	1,297	2,000	1,000
Telephone	2,455	1,900	1,900
Maintenance, Service Contracts	2,577	2,500	2,500
Office Supplies	562	-	-
Departmental Supplies	5,550	4,500	4,500
Expendable Assets (Over \$500)	3,220	3,500	3,500
Memberships & Dues	1,237	1,000	1,000
Fuel	3,600	3,610	3,960
Repair & Maintenance Supplies	4,711	6,000	6,000
Utilities	16,081	17,500	17,500
Project Expenses	3,660	-	-
Employee Training & Education	131	1,000	1,000
Improvements Other Than Buildings	215	-	-
Overtime	70	-	-
Uniforms & Clothing	687	3,000	3,000
Cost of Goods Sold	306	1,000	1,000
Cleaning & Sanitation Supplies	519	-	-
Pool Chemicals & Supplies	16,863	14,000	16,000
Pool Concessions	1,505	2,000	2,000
Pool Events	4,274	4,500	4,500
452 Aquatic Total	307,072	380,201	434,709

Department Detail

Opera House Auditorium

The mission of the Sumter Opera House is to enrich the cultural lives of our community, neighbors, and visitors by providing diverse creative experiences.

2019-2020 Highlights

- January 2020 celebrated the 125th Anniversary of the Sumter Opera House
- Painted Pianos – A public art & media project that selected local artists to paint a piano and then installed the pianos in Downtown Sumter.
- We are becoming discovered! Before the pandemic we were on pace to increase our average attendance by 10%.

2020-2021 Goals

- Redesign the SOH lobby and old utilities department for more efficient use of SOH space.
- Enrich programs offered by the Sumter Opera House with use of newly defined space.
- Refurbish the SOH clocktower – repair leaks, weakening wood and clock faces.
- Partner with public schools, private schools and home school groups to provide arts education opportunities.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21	Post COVID
Provide diverse creative experiences through effective management of the Sumter Opera House.	Main Stage Series Events	21	16	15	8
	Cinema Events	10	9	10	10
	Youth Education Series Events	12	11	10	8
	Students reached through YES Program	4,620	4,094	4,500	3,500
	Rentals and Community Events	50	31	500	40
	Total number of people brought Downtown for SOH events	23,762	16,348	20,000	12,000
	Total assistance provided at events by dedicated volunteer team	1,150 hours	926 hours	1,200 hours	800 hours

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
458 Opera House Auditorium/Annex			
Postage	-	3,000	-
Travel, Conferences, Business Exp.	9,783	7,520	11,000
Professional Services/Consulting	2,862	-	-
Telephone	594	-	600
Maintenance, Service Contracts	1,501	-	7,400
Departmental Supplies	2,821	-	3,000
Expendable Assets (Over \$500)	1,506	-	2,000
Memberships & Dues	1,895	2,500	4,900
Equipment	7,543	-	-
Repair & Maintenance Supplies	10,745	-	-
Buildings & Improvements	22,618	-	-
Project Expenses	39,444	-	-
Advertising	39,239	-	24,000
Employee Training & Education	994	2,500	2,500
Bank & Agency Fees	19,558	13,000	15,000
Office Equipment	7,399	-	-
Opera House Auditorium Concerts/Productions	211,113	160,000	160,000
Printing	35	7,980	5,000
Production Expenses	28,810	40,400	37,000
458 Opera House Auditorium/Annex Total	408,459	236,900	272,400

Department Detail

Utility Billing

The City of Sumter provides water, sewer, sanitation, and stormwater services to the residents and businesses of the City and surrounding areas. This department provides billing, collections, customer service, meter reading and minor meter maintenance to these residents.

2019-2020 Highlights

- Started sending IVR high usage notifications to customers in January 2020. We call an average of 78 customers per month advising them of high-water usage.
- The number of customers with paperless billing increased 55.3%.
- The number of customers that use alternative payment methods (bank draft, online, pay-by-phone) increased 7.81%.
- The number of accounts opened online increased 117%.
- Average wait time for customers (phone) decreased.

2020-2021 Goals

- Increase the number of customers with paperless billing by 50%.
- Increase the number of customers that use alternative payment methods by 10%.
- Decrease average wait time for customers (phone) to under 2 minutes.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Utility Billing department	Total Number of Water Customers	23,583	23,748	23,748
	Total Number of Sewer Customers	17,773	17,840	17,840
	Number of New Accounts (Avg/Month)	406	493	493
	Number of Phone Calls (Avg/Month)	3,814	3,717	3,717
	Avg Wait Time per Call	3 min	2 min	2 min
	Alternative Payment Transactions (Avg/Month)	22,861	23,008	23,008
	Meter Issues Handled (Avg/Month)	922	968	968

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
502 Utility Billing			
Salaries & Wages	1,107,780	1,013,849	971,119
Overtime	9,454	-	-
Retirement	138,937	156,618	160,458
Social Security	74,880	72,935	70,049
Health Insurance	174,566	190,211	184,227
Dental Insurance	4,364	4,351	3,833
Life Insurance	97	99	91
Long Term Disability	968	984	905
Workers compensation	12,841	13,727	11,789
Printing	(1,843)	800	2,175
Postage	120,080	128,240	127,800
Travel, Conferences, Business Exp.	818	-	-
Employee Training & Education	3,643	6,600	6,600
Professional Services/Consulting	33,159	47,000	13,500
Attorney Fees	1,943	-	40,000
Bank & Agency Fees	22,574	38,300	20,060
Utilities	28,833	49,200	35,164
Telephone	4,530	4,980	5,350
Automotive Operation & Repair	1,817	3,600	2,600
Maintenance, Service Contracts	243,897	294,690	273,558
Other Purchased Services	52,288	47,640	54,900
Office Supplies	15,503	13,000	13,000
Computer Supplies	5,243	-	2,000
Fuel	43,748	46,000	46,000
Departmental Supplies	8,866	7,500	7,500
Uniforms & Clothing	2,900	5,050	5,000
Repair & Maintenance Supplies	4,106	-	3,500
Expendable Assets (Over \$500)	79,308	24,353	90,990
Memberships & Dues	160	300	600
Bad Debt Expense	257,420	-	-
Other Reimbursements	(3,458)	-	-
Vehicles	-	23,000	55,600
Software	-	16,000	17,000
502 Utility Billing Total	2,449,422	2,209,027	2,225,368

Department Detail

Water & Sewer Distribution

The City of Sumter Water & Sewer Department is comprised of a diverse group of individuals working together to maintain the city's water, sewer, and storm sewer distribution systems, along with making new service connections and repairing issues found throughout our service area. From the time the water leaves the treatment plant until it reaches the Waste Water Treatment Plant the water and sewer department's responsibility is to make sure everyone has these necessary services.

2019-2020 Highlights

- 39 water mains repaired
- 946 water services repaired
- 76 new residential water taps
- 21 sewer mains repaired
- 27,849 feet of sewer main cleaned
- 29,996 feet of sewer main inspected
- 42 sewer laterals repaired
- 924 sewer stoppages repaired
- 2,265 feet of storm drain cleaned
- 2,026 feet of storm drain inspected

2020-2021 Goals

- Inspect 75,000' of Sanitary Sewer Main
- Reduce the number of return service calls
- Initiate 100% use of Elm in CityWorks by crew chiefs
- Set all meter requests within two business days of request
- Repaint 25% of all fire hydrants
- Replace all remaining Ludlow hydrants

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Water & Sewer Distribution department	Water Mains Repaired	35	36	30
	Water Services Repaired	836	946	750
	New Residential Water Taps	77	76	75
	Sewer Mains Repaired	19	21	12
	Feet of Sewer Mains Cleaned	68,606	27,849	30,000
	Feet of Sewer Mains Inspected	68,067	29,996	30,000
	Feet of Storm Drain Cleaned	13,170	2,265	10,000
	Feet of Storm Drain Inspected	13,853	2,026	10,000

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
503 Water & Sewer Distribution			
Salaries & Wages	1,142,097	1,353,831	1,442,357
Overtime	52,716	-	-
Retirement	157,711	208,768	236,542
Social Security	83,651	99,645	106,011
Health Insurance	166,656	199,473	242,585
Dental Insurance	4,495	5,000	5,311
Life Insurance	97	107	118
Long Term Disability	960	1,062	1,176
Workers compensation	39,005	52,054	60,990
Printing	-	100	100
Postage	357	700	700
Travel, Conferences, Business Exp.	3,662	3,000	3,000
Employee Training & Education	5,277	12,000	12,000
Professional Services/Consulting	13,908	25,250	25,250
Telephone	8,685	9,000	9,000
Automotive Operation & Repair	31,977	20,000	20,000
Maintenance, Service Contracts	64,850	142,529	142,529
Other Purchased Services	-	7,600	10,600
Office Supplies	3,331	3,000	3,000
Computer Supplies	239	1,480	1,480
Fuel	102,952	80,000	90,000
Departmental Supplies	5,723	12,000	12,000
Uniforms & Clothing	16,194	21,200	21,200
Repair & Maintenance Supplies	35,292	-	-
Expendable Assets (Over \$500)	7,822	30,671	50,300
Memberships & Dues	967	11,500	11,500
Other Reimbursements	(138,143)	(100,000)	-
Water Meters	113,853	150,000	150,000
Vehicles	-	142,200	561,000
Equipment	-	230,100	87,500
Software	-	3,000	-
Capital Lease Interest	5,648	3,923	4,732
Construction - Sewer Lines	110,700	618,243	96,300
Construction-Water Lines	-	250,000	-
Ditch Cleaning/Clearing Services	78,954	72,500	72,500
GIS Mapping	12,000	12,000	12,000
Hardware	-	5,100	-
Machinery & Equipment (Under \$500)	-	2,500	2,500
Other Materials & Supplies	27	-	-
Project Expenses	(30,929)	738,836	-
Rental	999	1,000	1,000
Right of Way Clearing Services	4,374	105,738	150,000
Sewer Line Repairs	97,981	85,000	85,000
Vehicle Equipment	2,380	2,400	2,400
Water Line Repairs	197,274	85,000	85,000
Water Meter Repairs	-	30,000	30,000
503 Water & Sewer Distribution Total	2,403,739	4,737,510	3,847,681

Department Detail

Mechanical Maintenance

The Mechanical Maintenance division of the Utilities Department is responsible for performing preventive, corrective and restorative maintenance on equipment at all of the major and minor water and wastewater facilities, including 66 lift stations throughout the City and County. The Maintenance team provides support to both the Water and Wastewater departments by keeping essential equipment operating with minimal down time and making betterments to equipment to increase efficiency.

2019-2020 Highlights

- Completed 438 work order requests for Water and Wastewater.
- Installed new pumps at the following lift stations: Hwy 76 in Mayesville, Hwy 76 in Sumter, Salem St. in Mayesville, Salem St. in Sumter, Old Forge, Leewood, Hatchery, Iris Winds, Voc Rehab, and Loretta.
- Completed construction of a storage facility to house and protect all portable generators assigned to the Utilities Department.
- MR Systems Inc. installed SCADA equipment at seven critical lift stations around the City, allowing for 24-hour monitoring of the operation at each station.
- Coordinated major electrical upgrade at Pocalla Lift Station.
- Pulled and rebuilt Water Plant #2 Well #4 motor.
- Improvements and repairs for the Biosolids Facility at the Pocatigo Wastewater Treatment Plant: Installed new bearings and motor on bucket elevator on Dryer System, replaced bearings in exhaust fan for Dryer System, replaced grates and dog legs inside Waterwide Gasifier, repaired goose neck conveyor and installed rebuilt ash auger on Waterwide Gasifier, installed new exhaust fan for Dryer System, replaced heat probe and level indicator in silo for Dryer System, installed new shaft in Waterwide, and replaced hydraulic cylinder on Waterwide.
- Rebuilt pump and replaced motor on Washwater Pump at Water Plant #4.
- Replaced motor for Water Plant #4 Well #1.
- Cleaned chemical injection points and lines at all City Water Plants.
- Redesigned and installed new drainage system for Grit Chamber to ensure proper removal of waste resulting from routine maintenance and wash down.
- Planned, prepared, and ensured continuous operation of all water plants and wastewater systems ahead of impacts from Hurricane Dorian.

2020-2021 Goals

- Continue to provide support to both Water and Wastewater departments by providing timely response with minimal downtime to keep essential equipment operating.
- Encourage participation in trainings and conferences for Mechanical Maintenance staff.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Mechanical Maint Department	Support/complete work orders for Water & Wastewater	321	438	400
	Maintain/Repair/Improve Equipment			
	Pumps & Lift Stations	8	10	10
	Control Cabinet at Lift Station	1	1	1
	Educate staff and increase networking contacts by attending water/wastewater related conferenes and trainings.	1	2	3

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
504 Mechanical Maintenance			
Salaries & Wages	436,326	450,319	468,223
Overtime	20,228	-	-
Retirement	61,367	70,070	77,538
Social Security	32,777	32,306	33,484
Health Insurance	66,883	70,145	77,643
Dental Insurance	1,754	1,784	1,617
Life Insurance	38	39	39
Long Term Disability	378	388	387
Workers compensation	16,398	19,581	20,339
Postage	16	-	-
Travel, Conferences, Business Exp.	859	1,500	2,600
Employee Training & Education	-	1,500	1,500
Professional Services/Consulting	209	1,000	1,000
Telephone	4,057	9,164	9,164
Automotive Operation & Repair	8,962	15,000	15,000
Computer Supplies	2,118	600	600
Fuel	30,048	33,000	33,000
Departmental Supplies	7,707	12,000	12,000
Uniforms & Clothing	5,337	6,372	6,492
Repair & Maintenance Supplies	4,011	5,000	6,000
Expendable Assets (Over \$500)	5,445	13,400	10,500
Memberships & Dues	570	335	785
Other Reimbursements	(19,676)	-	-
Vehicles	-	68,450	35,000
Equipment	-	-	5,500
Machinery & Equipment (Under \$500)	475	700	700
Project Expenses	(2,150)	-	-
Vehicle Equipment	329	-	-
504 Mechanical Maintenance Total	684,467	812,653	819,111

Department Detail

Water Plants

The Water Plants division of the Utilities Department has the overall responsibility of treating and supplying potable water for residential, industrial, and commercial use. Sufficient water must also be available for firefighting. The team pumps water from the ground, using 23 deep wells, to 6 major water plants for processing before it is pumped to the distribution system and eight 500,000-gallon elevated water tanks for consumption. The Water Plants team also operates and maintains 4 smaller systems that provide water to its respective community.

2019-2020 Highlights

- Pumped, treated, and distributed 4,614,803,000 gallons of potable water; the average daily consumption was 12,640,803 gallons.
- Completed major upgrades at Water Plant #2 to aid in control of water supplied to two of our major industrial users. WEB Electric and Industrial Electric teamed up to install a Variable Frequency Drive and Transient Voltage Surge Suppressor on Service Pump #2.
- Salmons Dredging Corporation provided divers to clean the clear well at Water Plant #3.
- Planned, prepared, and ensured continuous operation of all water plants and appurtenances ahead of impacts from Hurricane Dorian.
- Layne mechanically/chemically cleaned Well #3 at Water Plant #5; McCall Brothers mechanically/chemically cleaned Well #2 at Water Plant #4; McCall Brothers upgraded Well #7 at Water Plant #3 with larger submersible pump.
- Continued to increase water production at Water Plant #6 to meet increase in demand.
- Continued working with Davis & Floyd to plan the expansion of Water Plant #5 and the addition of a new well.
- Professional Pump and Well began construction activities for the new Dalzell well.

2020-2021 Goals

- Continue to expand and improve water systems to meet consumption of residential, industrial, and commercial users.
- Encourage participation in trainings and conferences for Water Plants staff.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Water Plants Department	Meet residential, industrial and commercial needs for potable water			
	Pump, treat, distribute water (gallons)	4,835,948,000	4,614,803,000	4,600,000,000
	Construct new wells	4	-	2
	Clean, repair, reline and redevelop wells	6	3	5
	Educate staff and increase networking contacts by attending water/wastewater related conferenes and trainings.	3	5	3

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
505 Water Plants			
Salaries & Wages	520,125	558,087	649,465
Overtime	105,757	-	-
Retirement	84,030	86,838	106,664
Social Security	44,978	39,718	46,975
Health Insurance	77,457	94,445	110,686
Dental Insurance	2,323	2,513	2,547
Life Insurance	44	51	59
Long Term Disability	446	505	591
Workers compensation	17,390	19,370	20,768
Travel, Conferences, Business Exp.	3,041	9,300	9,600
Employee Training & Education	1,666	5,300	5,300
Professional Services/Consulting	501	2,500	2,500
Telephone	7,507	14,000	14,000
Automotive Operation & Repair	2,498	5,000	5,000
Maintenance, Service Contracts	138,349	143,700	146,200
Computer Supplies	1,030	1,700	1,700
Fuel	26,048	28,000	28,000
Departmental Supplies	11,469	20,500	20,500
Uniforms & Clothing	3,210	5,592	5,742
Repair & Maintenance Supplies	(794)	103,000	103,000
Expendable Assets (Over \$500)	12,154	64,100	66,000
Memberships & Dues	1,440	1,405	4,156
Other Reimbursements	(89,610)	-	-
Vehicles	-	30,000	54,000
Equipment	-	146,000	11,000
Machinery & Equipment (Under \$500)	4,818	24,200	24,200
Project Expenses	(2,904)	-	-
Advertising	86	-	-
Chemicals	384,869	410,000	424,000
Connections	217,608	160,000	-
Major Well Repairs	-	534,000	334,000
Permits & Fees	51,903	50,968	52,303
Utilities	1,114,179	1,187,750	1,187,750
Wash Pond Repairs	-	40,000	60,000
Water Tank Repairs	14,490	75,000	76,000
Well Repairs & Maintenance Supplies	88,623	51,000	51,000
505 Water Plants Total	2,844,730	3,914,542	3,623,706

Department Detail

Sewer Plants (Wastewater)

The Wastewater division of the Utilities Department is responsible for the operation and maintenance of the Pocotaligo Wastewater Treatment Plant. This plant receives wastewater from residential, commercial, and industrial users. The wastewater plant is operated to reduce the pollutants in the water before it is discharged to the Pocotaligo River. The plant also converts sludge, a byproduct of the treatment process, into a low-grade marketable fertilizer and soil conditioner called Poconite. The Wastewater team is also responsible for the operation and maintenance of a small community sewage plant (Mayesville Sewage Plant).

2019-2020 Highlights

- Collected, treated, and discharged 3,940,750,000 gallons of wastewater; the average daily amount treated and discharged was 10,766,917 gallons.
- Produced 1,129 tons of Poconite and sold it for use as a soil enhancer.
- Received and processed 1,917,993 gallons of hauled waste from septic tanks in Sumter county and sludge from smaller sewage treatment plants.
- Jomoco Inc. repaired damaged refractory material in the Waterwide Gasifier to ensure operational efficiency of the Biosolids process.
- The Wastewater team, with guidance from environmental consultants, began updating the City's Sewer Use Ordinance and Enforcement Response Plan to address the changing landscape of regulatory demands. The team also started developing a Fats, Oils, and Grease program to combat growing concerns associated with sewer line blockages and pump station malfunctions.
- The City awarded a contract to B & B Construction to connect Mayesville's sewer system to Pocotaligo WWTP.
- SCDHEC performed compliance inspections and sampled Pocotaligo Wastewater System, Mayesville Sewage Lagoon System and Pocotaligo Laboratory.
- Continued coordinating with Andritz Separation Inc. for Biosolids Dryer System Compliance Upgrade associated with Dust Hazard Analysis.
- Planned, prepared, and ensured continuous operation of Pocotaligo WWTP and Mayesville Sewage Lagoon System and Sprayfield ahead of impacts from Hurricane Dorian.
- Hosted a Pretreatment workshop for industrial users & septic haulers to educate and foster good relationships.
- Started a toxicity study with Water Systems Inc. to identify toxicity triggers within the treatment process.

2020-2021 Goals

- Continue to improve wastewater treatment processes to meet residential, industrial, and commercial needs while ensuring effluent flow meets federal and state regulations.
- Encourage participation in trainings and conferences for Wastewater staff.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Sewer (Wastewater) Department	Meet residential, industrial and commercial needs for discharged wastewater/hauled waste.			
	Collect, treat, discharge wastewater (gallons)	3,958,410,000	3,940,750,000	3,900,000,000
	Receive and process hauled waste and sludge (gallons)	2,605,000	1,917,993	2,000,000
	Convert waste into revenue source. Produce and sell Poconite (tons)	1,176	1,129	1,000
	Educate staff and increase networking contacts by attending wastewater related conferences and trainings.	2	6	3

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
506 Sewer Plants			
Salaries & Wages	1,072,870	1,173,945	1,133,353
Overtime	71,457	-	-
Retirement	152,545	181,730	187,683
Social Security	82,740	84,761	81,744
Health Insurance	154,497	171,166	174,933
Dental Insurance	4,062	4,216	4,528
Life Insurance	87	90	94
Long Term Disability	881	932	930
Workers compensation	38,248	47,384	48,570
Travel, Conferences, Business Exp.	2,422	4,200	4,500
Employee Training & Education	1,686	7,650	7,650
Professional Services/Consulting	339,916	220,500	252,500
Telephone	8,056	8,500	8,500
Automotive Operation & Repair	5,895	11,000	11,000
Maintenance, Service Contracts	96,974	183,500	120,000
Computer Supplies	612	700	1,000
Fuel	24,138	22,000	22,000
Departmental Supplies	8,211	15,700	15,700
Uniforms & Clothing	5,219	7,910	8,490
Repair & Maintenance Supplies	157,724	170,000	205,000
Expendable Assets (Over \$500)	71,749	146,900	145,900
Memberships & Dues	1,705	1,790	1,895
Vehicles	-	54,000	30,000
Equipment	-	56,225	11,000
Machinery & Equipment (Under \$500)	3,278	8,500	8,500
Project Expenses	(4,542)	-	-
Vehicle Equipment	108	-	-
Advertising	70	-	-
Chemicals	105,986	152,500	152,500
Permits & Fees	5,939	4,615	4,724
Rental	-	1,250	1,250
Utilities	980,573	1,065,500	1,065,500
Improvements Other Than Buildings	-	100,000	-
506 Sewer Plants Total	3,393,108	3,907,164	3,709,444

Department Detail

Engineering

The Engineering Department is committed to providing the citizens of Sumter with safe and efficient infrastructure to support a positive quality of life.

2019-2020 Highlights

- Replaced or accepted for ownership and maintenance 1,832 linear feet of sewer lines.
- Replaced or accepted for ownership and maintenance 1,232 linear feet of water lines.
- Replaced or accepted for ownership and maintenance 312 linear feet of storm water drain lines.
- Resurfaced or accepted 2,589 linear feet of roads.
- Constructed or accepted for ownership and maintenance of 1,244 linear feet of concrete sidewalks.
- Completed the design, permits, and easement on the Mayesville Pump Station and Force Main estimated to cost 1.6 million dollars.

2020-2021 Goals

- Provide engineering design, permitting and construction management services for various infrastructure projects that the City requires.
- Provide technical review and guidance to land developers, engineers, and contractors to ensure the infrastructure that is granted to the City is designed, permitted, constructed, and transferred in accordance to state regulations and City Ordinances.
- Provide technical review of design and construction of infrastructure to be deeded to the City are economically maintainable.
- Provide engineering and construction advice and services to other departments within the city government.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Engineering department	Replaced or accepted for ownership & maintenance:			
	Sewer Lines	2,352	1,832	1,832
	Water Lines	1,386	1,232	1,232
	Storm Water Drain Lines	212	312	312
	Resurface or accepted for ownership and maintenance:			
	Roads	2,589	2,350	2,350
	Constructed or accepted for ownership and maintenance:			
	Concrete Sidewalks	1,244	2,800	2,800

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
509 Engineering			
Salaries & Wages	224,706	324,208	334,578
Retirement	30,959	51,570	56,598
Social Security	16,688	24,192	25,048
Health Insurance	32,403	48,601	47,696
Dental Insurance	709	973	970
Life Insurance	17	23	23
Long Term Disability	170	233	232
Workers compensation	2,585	4,403	4,552
Postage	39	600	650
Travel, Conferences, Business Exp.	335	8,300	10,800
Employee Training & Education	495	14,500	19,500
Professional Services/Consulting	54,288	3,500	4,500
Telephone	2,510	7,500	9,500
Automotive Operation & Repair	388	2,500	3,000
Maintenance, Service Contracts	64,985	99,295	196,690
Office Supplies	-	2,600	3,200
Computer Supplies	-	6,500	7,500
Fuel	10,761	17,000	18,000
Departmental Supplies	2,080	2,750	3,000
Repair & Maintenance Supplies	-	100	100
Expendable Assets (Over \$500)	-	2,600	2,600
Memberships & Dues	487	1,300	1,700
Vehicles	-	-	36,000
Advertising	-	500	500
Permits & Fees	1,179	1,200	1,300
Rental	-	850	850
Cleaning & Sanitation Supplies	-	100	100
Other Purchased Services	-	41,000	41,000
Printing	483	400	500
509 Engineering Total	446,268	667,298	830,687

Department Detail

Stormwater

The Stormwater Department manages compliance measures for the City’s Municipal Separate Storm System (MS4) permit issued by South Carolina Department of Health and Environmental Control, maintains stormwater system GIS information, investigates storm drainage problems, and manages portions of the City’s drainage system maintenance program.

2019-2020 Highlights

- Assisted in funding various drainage and drainage repair projects
- Worked with Clemson Extension to provide stormwater education and participation opportunities for the public concerning water quality.
- Issued 15 stormwater permits for development in the City.
- Conducted stormwater monitoring of Turkey Creek
- Worked with US Army Corp of Engineers to repair damage on Turkey Creek from 2015 Flood
- Continued design and obtaining approvals for drainage improvements for Crosswell Neighborhood through a FEMA Hazard Mitigation Grant

2020-2021 Goals

- Update City’s Stormwater Management Plan to address any new requirements of the updated MS4 permit once issued by SCDHEC
- Update GIS drainage maps to include more detailed drainage line information.
- Fund additional drainage improvement projects in areas that the department has identified.
- Construction of drainage improvements for Crosswell Neighborhood through a FEMA Hazard Mitigation Grant
- Design of new projects that may be eligible for proposed funding from the State in the future

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an effective program to meet the requirements of the MS4 permit and improve water quality and drainage in the City.	Permits issued for new development or redevelopment	17	15	15
	Total number of samples collected and evaluated from monitoring sites on Turkey Creek and Pocotaligo River	48	48	48
	Miles of Pocotaligo River maintained for stream flow	12	12	12

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
508 Stormwater System			
Salaries & Wages	96,935	123,115	127,074
Overtime	13,310	19,157	19,157
Retirement	6,314	9,093	21,044
Social Security	11,572	24,035	9,399
Health Insurance	163	324	24,916
Dental Insurance	4	8	323
Life Insurance	39	78	8
Long Term Disability	3,545	4,924	77
Workers compensation	-	-	5,066
Postage	-	200	200
Travel, Conferences, Business Exp.	-	800	800
Employee Training & Education	430	800	800
Professional Services/Consulting	65,872	100,000	145,000
Telephone	1,880	1,500	1,500
Automotive Operation & Repair	45	1,000	1,000
Maintenance, Service Contracts	145	1,500	1,000
Office Supplies	80	1,000	500
Computer Supplies	274	2,000	1,000
Fuel	7,178	5,000	10,000
Departmental Supplies	6,836	7,000	5,000
Expendable Assets (Over \$500)	1,931	-	-
Memberships & Dues	-	500	500
Vehicles	-	-	31,000
Equipment	-	4,200	7,200
Advertising	-	1,000	1,000
Permits & Fees	2,375	2,750	2,750
Other Purchased Services	8,209	80,000	84,000
Printing	17	200	200
Appropriations to Other Agencies	55,271	43,000	43,000
Infrastructure (Roads, Streets, Bridges, Sidewalks, Storm Drain)	-	350,000	261,386
Machinery & Equipment (Under \$500)	410	-	-
Project Expenses	(698)	-	-
508 Stormwater System Total	282,136	783,184	804,900

Department Detail

Fire & EMS

The Sumter Fire Department is highly trained and equipped to respond to and mitigate any emergency situation encountered to protect life and property. As an organization, our mission is to provide the highest possible level of service to everyone who lives in, works in, or visits Sumter. We will accomplish our mission through a proactive approach to fire protection and rescue services, ongoing training, community education programs, procurement of quality equipment, and a dedicated and professional staff.

2019-2020 Highlights

- Responded to 3,325 city calls and 3,040 county calls throughout the year.
- The fire department hired 12 new career firefighters and approximately 20 new volunteer firefighters.
- Installed 10 hard of hearing smoke detectors
- Installed 10 carbon monoxide detectors
- Installed 524 smoke detectors
- The fire department safety talks had an attendance record of 17,246 citizens.
- The fire department properly installed 16 car seats for the citizens of Sumter.
- Storage building was built for Alice drive station

2020-2021 Goals

- Building storage building for Thomas Sumter Fire Stations
- Cameras for Alice Drive Station
- New CAD System will be implemented on July 20, 2020
- Train all firefighters on new air packs
- Implement driver/operator field training program
- Implement office candidate program

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Fire department	Number of Volunteer Firefighters Hired	20	20	25
	Number of Career Firefighters Hired	12	7	7
	Number of SCFA Classes Hosted	17	25	25
	Number of Boat Rescue Certified Personnel	6	4	4
	Number of Monthly County Trainings	7	11	11
	Number of Multi-Company Trainings	4	6	6
	Number of District Trainings	3	4	4
	Number of Firefighters who attended CPR Classes	50	165	50

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
Fire & EMS			
Salaries & Wages	4,543,331	4,351,562	4,455,891
Overtime	7,888	-	-
Retirement	723,479	785,414	848,656
Social Security	320,216	307,554	317,055
Health Insurance	836,639	852,310	800,453
Dental Insurance	16,694	15,892	15,363
Life Insurance	401	387	371
Long Term Disability	3,980	3,845	3,680
Unemployment Compensation	6,520	-	-
Workers compensation	164,861	173,907	194,997
Printing	-	1,000	1,000
Postage	495	750	750
Travel, Conferences, Business Exp.	25,376	21,500	22,500
Advertising	160	500	500
Employee Training & Education	25,336	25,000	26,500
Professional Services/Consulting	28,721	25,000	27,000
Other Purchased Services	1,573	-	-
Utilities	60,564	60,000	60,000
Telephone	31,885	22,500	22,500
Maintenance, Service Contracts	121,478	85,309	92,000
Automotive Operation & Repair	30,127	15,000	15,000
Repair & Maintenance Supplies	79,941	37,250	39,400
Cleaning & Sanitation Supplies	3,492	1,000	1,000
Computer Supplies	106	-	-
Fuel	65,135	74,000	74,000
Office Supplies	4,403	1,000	1,000
Departmental Supplies	51,528	39,750	44,850
Uniforms & Clothing	59,999	65,325	61,700
Machinery & Equipment (Under \$500)	4,361	4,000	8,000
Vehicle Equipment	4,538	7,000	7,000
Expendable Assets (Over \$500)	49,930	26,375	36,875
Other Materials & Supplies	3,344	500	3,500
Memberships & Dues	3,560	4,046	4,046
Grants City Share	(3,927)	-	-
Project Expenses	16,416	-	-
Vehicles	1,018,884	350,000	475,000
Equipment	81,698	308,337	20,000
Indirect Cost Allocation	(63,473)	(130,376)	(126,704)
Arson	-	1,000	1,000
Buildings & Improvements	4,484	-	-
Capital Lease Interest	30,346	43,717	42,510
Capital Lease Principal	610,607	573,161	621,969
Chemicals	263	10,000	14,000
Fire Prevention	6,501	15,000	15,725
Linen & Laundry Supplies	1,460	1,000	1,500
Meal Allowance	48,800	40,000	45,000
Other Reimbursements	(391,894)	-	-
Fire & EMS Total	8,640,224	8,219,515	8,295,587

Department Detail

Police & Victims Assistance

The Sumter Police Department has 107 full-time officers that provide around-the-clock police services for the citizens of the City of Sumter. Emergency calls for service are received through the Sumter Telecommunications E-911 Center which is housed within the Sumter Police Department and dispatches for Sumter Police, Sumter County Sheriff's Office, Sumter Fire Department, and Sumter County EMS. The Telecommunications Center is jointly funded by the City of Sumter and Sumter County.

It is the mission of the Sumter Police Department to fairly and impartially enforce the laws of the City of Sumter and State of South Carolina in order to protect life and property and to preserve peace and order for the citizens and visitors of the City of Sumter. The department's main objective is to improve the quality of life for Sumter's citizens by providing professional police services and interactive community engagement.

2019-2020 Highlights

- Sumter Police Department assisted in restructuring the certification format for Class I officers which reduced wait times for SC Criminal Justice Academy start dates by providing the opportunity for officer candidates to complete the first 4 weeks of training in-house
- Crawford Strategy assisted in marketing the Sumter Police Department with recruiting efforts which resulted in a 382% increase in employment applications
- Social media engagement with the Sumter Police Department increased 30%

2020-2021 Goals

- Increase by 10% community engagement through social media interactions
- Increase by 10% number of qualified applicants driven by website engagement
- Increase by 10% Telecommunications center staffing

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Police Department	Total Number of Facebook page likes	22,350	26,381	29,019
	Total Number of Instagram Followers	1,665	2,667	2,933
	Total Number of qualified applications received through SPD website	147	427	469
	Total number of Police Officers	110	107	118
	Calls for Service:			
	Police	76,635	77,929	-
	Sheriff	74,248	73,925	-
	Fire/EMS	30,444	31,785	-

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
Police & Victims Assistance			
Salaries & Wages	6,772,266	7,272,774	7,485,468
Overtime	539,132	293,472	293,472
Retirement	1,123,031	1,273,282	1,383,239
Social Security	530,675	528,676	544,580
Health Insurance	806,960	1,010,054	1,020,121
Dental Insurance	21,926	24,162	24,259
Life Insurance	454	516	519
Long Term Disability	4,533	5,127	5,153
Unemployment Compensation	4,557	-	-
Workers compensation	235,896	281,175	303,341
Printing	2,802	5,500	5,500
Postage	3,093	3,750	3,000
Travel, Conferences, Business Exp.	41,454	41,300	35,120
Advertising	129	37,300	37,300
Employee Training & Education	50,089	57,950	46,200
Professional Services/Consulting	128,286	23,500	27,572
Other Purchased Services	54,818	43,165	50,000
Attorney Fees	5,779	29,000	29,000
Utilities	126,718	65,000	67,000
Telephone	125,175	79,040	75,800
Maintenance, Service Contracts	161,954	185,428	195,941
Cleaning & Sanitation Services	4,000	-	-
Automotive Operation & Repair	100,013	30,000	30,000
Repair & Maintenance Supplies	68,900	49,404	61,404
Computer Supplies	37,220	32,000	32,000
Fuel	303,355	341,000	326,000
Departmental Supplies	63,847	59,200	68,200
Uniforms & Clothing	87,533	91,636	97,980
Machinery & Equipment (Under \$500)	2,792	-	-
Vehicle Equipment	40,915	10,000	10,000
Expendable Assets (Over \$500)	266,269	294,667	465,284
Memberships & Dues	2,610	9,355	8,695
Grants City Share	19,349	-	-
Project Expenses	10,434	135,985	35,065
Vehicles	406,431	306,550	306,550
Equipment	273,883	-	-
Indirect Cost Allocation	(99,173)	(207,382)	(201,030)
Buildings & Improvements	22,539	-	-
Other Reimbursements	(87,185)	-	-
Accreditation	4,962	6,050	5,600
Crime Prevention	19,201	18,500	25,000
Drug Unit	30,677	31,675	35,000
Firearms & Ammunition	125,302	40,950	40,950
Investigative & Forensics	33,309	35,000	41,140
K-9 Patrol	23,265	19,350	17,808
Prisoner Fees	123,775	250,000	180,000
Rabies Control	289	11,000	1,000
Recruitment	7,005	6,825	6,725
Wrecker & Towing Services	4,190	4,000	4,000
Police & Victims Assistance Total	12,635,436	12,835,936	13,229,956

Department Detail

Construction & Electrical Maintenance

The Construction & Electrical Maintenance Departments complete many projects as well as perform general maintenance throughout the City of Sumter offices, rentals, and parks & gardens buildings. They address all signage needs, provide fire extinguisher services, repair and/or facilitate HVAC repairs, roof leaks, sidewalks, and driveways. They also prepare for inclement weather and provide services and/or repairs for events.

2019-2020 Highlights

- Refurbished the Memorial Park Band stand by replacing structural columns, installed new handrails, repaired all fascia boards, and repainted all components.
- Managed various contractors who painted and refinished the floors at the Birnie and North Hope Centers.
- With the Utility finance team relocating to their new facility, the Construction & Electrical Departments created a more distinguished rear entrance to the Opera House by enclosing the existing teller windows, added new wainscot, ceiling tiles, light fixtures, and repainted the corridor.
- Completed the construction of the Meeting House at Memorial Park. This facility features a 2,000 SF multi-purpose room that could seat up 75, a spacious catering kitchen and two very nice meeting rooms and a gorgeous breezeway that adjoins the old Rutledge House to the new multi-purpose building.
- Completed the construction of the Water Plant 6 Generator Storage Building. With 2,700 sf of the building being used for open air generator storage, the remaining enclosed 900 sf is set aside for specialty equipment that is used throughout Mechanical Maintenance.
- Repainted all walls and breezeways at Riley Park.
- Completed numerous repairs to the shot pouch boardwalk.

2020-2021 Goals

- Continue to improve our facilities in an efficient manner with as much of a proactive approach as possible.
- Continue to improve our department and maintain a healthy harmonious work environment.
- Assist other departments with their various needs in a timely manner.
- Continue to help the City grow by successfully managing various capital improvement projects so that they meet completion deadlines and come in under budget.

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage an efficient and effective Construction & Electrical department	Number of projects projected	10	10	10
	Number of projects completed	6	9	10
	Number of construction work orders completed	133	395	400
	Number of electrical work orders completed	47	98	100
	Number of buildings maintained	142	143	144
	Number of clocks and fountains maintained	5	5	5

Department/Account Description	FY19 Actual	FY20 Amended	FY21 Adopted
Construction & Electrical Maintenance			
Salaries & Wages	551,160	575,006	620,833
Overtime	10,076	-	-
Retirement	74,964	89,864	103,208
Social Security	38,923	41,011	44,701
Health Insurance	93,111	95,226	106,151
Dental Insurance	2,305	2,310	2,304
Life Insurance	52	52	52
Long Term Disability	513	515	513
Unemployment Compensation	-	-	-
Workers compensation	25,568	34,323	37,573
Printing	-	100	100
Postage	20	100	100
Travel, Conferences, Business Exp.	99	500	500
Advertising	-	3,100	3,100
Employee Training & Education	279	4,200	4,200
Professional Services/Consulting	282	1,800	1,800
Other Purchased Services	-	-	-
Utilities	1,850	1,000	1,000
Telephone	3,460	4,300	4,300
Maintenance, Service Contracts	648	4,000	4,000
Automotive Operation & Repair	6,520	5,000	5,000
Repair & Maintenance Supplies	4,331	3,200	3,200
Computer Supplies	184	1,000	1,000
Fuel	26,952	8,305	18,000
Office Supplies	864	1,200	1,400
Departmental Supplies	11,746	12,450	12,450
Uniforms & Clothing	6,656	6,200	6,200
Machinery & Equipment (Under \$500)	24,157	26,000	26,500
Vehicle Equipment	-	-	-
Expendable Assets (Over \$500)	9,032	13,750	8,250
Memberships & Dues	150	700	700
Grants City Share	(3,051)	-	-
Vehicles	31,698	31,000	-
Equipment	39,821	5,000	6,500
Indirect Cost Allocation	(122,097)	(95,835)	(100,253)
Capital Lease Interest	-	-	-
Capital Lease Principal	-	-	-
Other Reimbursements	(5,316)	-	-
BLM Building Maintenance	37,102	8,000	22,500
Concrete Work	1,627	3,000	3,000
Fire Extinguishers	398	1,500	1,500
Photo Copying	-	-	-
Signs & Materials	(222)	3,600	3,600
Construction & Electrical Maintenance Total	873,862	891,477	953,982

Department Detail

Empowerment Zone

The purpose of the HOPE Centers is to “Harvest Opportunity to Promote Empowerment” through education, job training, cultural and recreational activities. The City of Sumter, through the dedication of the HOPE Center staff, is determined to provide quality services that enrich and improve the lives of those it serves in the community.

2019-2020 Highlights

- The YMCA introduced the YFIT Program to the South Hope Center
- Security cameras were installed around each Hope Center
- North HOPE Center manager was recognized as a 2019 Women of Excellence award and YWCA Outstanding Community Leader
- Foster Parent Association held a large town hall meeting to address concerns at the South HOPE Center
- There was a Summit held at the South HOPE Center to discuss gun violence in the community
- Wateree Community Actions held a two-day utility assistance program at the South HOPE Center
- The Birnie and North Hope Centers had complete paint jobs inside and out

2020-2021 Goals

- Start Soft Skills training programs
- Increase activities at the centers for senior citizens
- Incorporate more job training programs
- Start a Teen mentoring programs
- More leadership training programs for Hope Centers’ staff
- Partnership with other agencies to have more health and job fairs

Performance Measures

Strategy	Measures	Actual FY19	Actual FY20	Projected FY21
Manage efficient and effective Hope Centers	Rental Revenues	\$ 15,700	\$ 9,900	\$ 6,000
	Educational Programs	17	16	6
	Health & Wellness Programs	17	14	5
	Senior Citizen Programs	6	5	3
	Special Interest Groups (Neighborhood Assoc, Veterans)	27	38	8
	Job Training Programs	10	17	5
	Recreational Programs	29	32	6
	Number of Participants Annually	112,598	90,035	15,000

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
466 Hope Centers			
Salaries & Wages	351,226	382,972	399,610
Retirement	47,347	60,713	67,328
Social Security	25,206	28,179	29,394
Health Insurance	43,398	58,199	50,211
Dental Insurance	1,599	1,783	1,787
Life Insurance	23	28	28
Long Term Disability	228	272	270
Workers compensation	2,494	3,133	1,219
Postage	18	-	-
Employee Training & Education	-	900	3,000
Professional Services/Consulting	393	-	-
Utilities	61,109	71,184	71,300
Telephone	6,773	7,020	7,150
Maintenance, Service Contracts	55,434	53,334	52,500
Automotive Operation & Repair	28	200	200
Repair & Maintenance Supplies	7,991	4,800	8,300
Fuel	8,176	7,220	8,000
Departmental Supplies	21,840	15,500	17,000
Uniforms & Clothing	500	500	800
Memberships & Dues	285	-	300
466 Hope Centers Total	634,069	695,937	718,397

Non-Departmental Detail

Other Non-departmental items

Various portions of the City's budget are managed by Administration, however, they are reported within the function that they serve, rather than with Administration's departmental budget. Below is a list of the activities included with the "Non-departmental" portion of the budget:

- City Warehouse – The City Warehouse acts as an internal store for the City. Various materials, supplies, and small tools and equipment, which maybe consumed by various departments across the City are purchased and housed at the City Warehouse until they are issued out to the requesting department.
- Growth & Development – Various employee training and educational programs which are beneficial to all departments across the City.
- Economic Development – Events and capital projects which relate directly to the development and promotion of tourism in the City. These activities are mostly funded with hospitality and local accommodations fee revenues.
- Debt Service – Amounts appropriated for debt service of the City's general obligation bonds and revenue bonds. This includes governmental and business-type activities. Amounts appropriated for lease payments are reported with the respective departmental budget.
- Appropriations to other agencies & transfers out – Various discretionary amounts, as appropriated each year.

Department/Account Description	<u>FY19</u> <u>Actual</u>	<u>FY20</u> <u>Amended</u>	<u>FY21</u> <u>Adopted</u>
Non-departmental			
Salaries & Wages	333,639	388,527	398,114
Overtime	17	-	-
Retirement	44,097	55,412	65,531
Social Security	23,991	25,889	29,113
Health Insurance	44,297	45,744	55,130
Dental Insurance	1,325	1,459	1,455
Life Insurance	20	20	24
Long Term Disability	194	195	232
Workers compensation	4,144	5,374	4,244
Printing	479	860	860
Postage	1,088	1,300	1,300
Photo Copying	-	35	35
Travel, Conferences, Business Exp.	99	1,000	1,000
Advertising	-	250	250
Employee Training & Education	437	3,000	2,000
Professional Services/Consulting	9,877	2,000	2,000
Other Purchased Services	209,334	160,000	125,000
Bank & Agency Fees	9,350	-	-
Utilities	6,061	8,500	8,500
Telephone	5,577	6,500	6,500
Maintenance, Service Contracts	301,793	269,775	296,746
Cleaning & Sanitation Services	15,509	15,000	15,000
Automotive Operation & Repair	8,354	4,500	4,500
Repair & Maintenance Supplies	34,195	11,000	11,000
Cleaning & Sanitation Supplies	1,164	1,500	1,500
Computer Supplies	1,798	1,250	1,250
Fuel	11,859	5,610	7,000
Office Supplies	1,017	1,200	1,200
Departmental Supplies	8,235	2,500	4,000
Uniforms & Clothing	1,966	2,200	2,200
Machinery & Equipment (Under \$500)	248	250	250
Expendable Assets (Over \$500)	7,749	9,000	9,000
Memberships & Dues	520	400	580
Grants City Share	(347)	-	-
Project Expenses	478,648	1,258,517	925,007
Land	2,078	-	-
Vehicles	29,228	-	-
Equipment	604,794	-	-
Indirect Cost Allocation	(699,012)	(599,409)	(573,423)
Administrative Contract	1,199,885	1,225,083	1,261,233
Appropriations to Other Agencies	527,146	511,552	327,369
Budgeted for all Projects	-	146,876	111,516
Buildings & Improvements	1,276,874	100,000	-
Capital Lease Interest	24,035	22,698	20,868
Capital Lease Principal	55,042	75,300	79,077
Community Promotions	41,999	40,000	40,000
Cost of Goods Sold	18,228	-	-
Debt Service Interest	2,064,488	2,018,671	1,939,990
Debt Service Principal	699,708	1,074,227	1,098,866

Depreciation	6,106,777	1,365,932	1,365,932
Downtown Special Events	12,750	-	-
Election Expenditures	3,087	-	-
Employee Programs	16,726	20,000	20,000
Expense/Loss on Valuation of Resale Real Estate	5,635	-	-
Franchise Fees	14,157	4,800	4,800
Improvements Other Than Buildings	697,615	-	-
Insurance	1,831,401	1,725,000	1,725,000
Inventory Adjustments	4,385	2,500	2,500
Legislative Consulting	74,000	75,000	75,000
OPEB Expense	(25,106)	-	-
Pension Expense	384,600	287,000	275,000
Reserve for Contingencies	50,162	299,299	250,000
Retiree Recruitment	125	-	-
Risk Control	11,869	17,500	17,500
Transfers	2,170,098	1,961,107	2,329,977
Unrealized /Realized Gain/Loss	(19,525)	-	-
Non-departmental Total	18,749,982	12,661,903	12,351,726

Fun Fact

In March of 2002 the Sumter Pride program was announced. Codes Enforcement identified over 200 vacant or boarded up dwellings throughout several neighborhoods. The success of this program comes from the citizens of Sumter and their willingness to utilize the resources available to make Sumter a better place to live. In the first year the Sumter Pride program was successful with over 40 demolitions, and again in 2003 an additional 45 structures have been demolished. As of 2015 more than 300 dilapidated dwellings have been demolished.

The City of Sumter has received awards for this program, including an Economic Development Achievement Award from the Municipal Association of South Carolina and a Livability Award from the United States Conference of Mayors and has received a \$3.4 million Neighborhood Initiatives Program grant from the South Carolina State Housing Authority.

Glossary – Acronyms

Accrual - Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements.

Asset - Property owned by a person or company

Capita – Commonly used in the field of statistics in place of saying “per person”.

Capital Expenditures - Money spent by a business or organization on acquiring or maintaining fixed assets, such as land, buildings, and equipment.

COLA – Cost of living.

Debt service - The cash that is required to cover the repayment of interest and principal on a debt for a particular period.

Expenditure – The amount of money spent.

FTE – Full time equivalent.

Fund - A grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objective.

Fund Balance – The amount that is left over after the fund’s assets have been used to meet its liabilities.

Liability - A debt or financial obligation.

Municipality - A city or town that has corporate status and local government.

Nonrecurring capital expenditure - one-of-a-kind expenses that occur at irregular intervals and are often difficult to budget for.

Revenue – A state’s annual income from which public expenses are met.

Statistics – The practice or science of collecting and analyzing numerical data in large quantities especially for the purpose of inferring proportions in a whole from those in a representative sample.

TIF – Tax Increment Financing is a public financing method that is used as a subsidy for redevelopment, infrastructure, and other community-improvement projects.