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*Solving the water needs of tomorrow, today.*

**Chester Metropolitan District**  
Regular Commission Meeting  
September 8, 2020

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Tuesday, September 8, 2020 by tele-conference. Members attending were George Wilmore, Chairman; Jean Nichols, Secretary; Danielle Hughes; James Simpson; Raymond Douglas; Chris Winters, Matt McCrorey, Stephen Woody, and Donald Camp. Others in attendance were Fred Castles, Executive Director; Arthur Gaston, Attorney; Becky Moon, Finance Manager; Clay Shannon, Manager of Information Technology; Andy Litten, District Engineer; Everett Stubbs, Attorney; and Richard Zhao, Senior Accountant.

**The Agenda for the September 8, 2020 Board Meeting was posted in the News & Reporter and on the Chester Metropolitan District Website one week prior to the meeting.**

**A quorum was present.**

**Chairman Wilmore called the meeting to order at 6:05 pm.**

**Minutes**

Chairman Wilmore asked for corrections or additions to the minutes. Motion to approve the minutes of the August meeting was made by Donald Camp, seconded by Matt McCrorey, and approved. Vote: 8 for and 1 abstain.

**Public Comment**

There were twelve (12) public comments submitted. Public comments were read by Kelli Johnson. A copy of the public comments is attached to the minutes.

Chairman Wilmore stated that these concerns would go to the Grievance committee for review.

**Old Business**

**Filter Plant Report:** Mr. Castles read the Filter Plant Report for September. A copy of the report is attached to the minutes.

**Engineering Report and DMAG:** Mr. Litten read the Engineering and DMAG Report for September. A copy of the report is attached to the minutes.

Mr. Gaston asked Mr. Litten if he could explain to the new Commissioners what DMAG is.

Mr. Litten stated that CMD is a part of the Catawba Wateree Water Management Group which consists of 18 public utilities and Duke Energy. The group maintains the Catawba River Basin from Lake James in NC to the dam at Lake Wateree. The group does an as it is relating to the drought within the Catawba River Basin. DMAG is the Drought Management Advisory Group. DMAG is part of the drought response.

**Vehicle Lease Program/Resolution:** Mrs. Moon stated that the Vehicle Lease Program was presented to the Board in August, and Mr. Wilmore had requested interest rate information to be sent to all Commissioners. Mrs. Moon stated that the information pack was sent out to all Commissioners. Mrs. Moon stated that CMD is asking the Board to approve the resolution to allow Fred Castles the Executive Director to enter into this agreement to purchase these additional vehicles. Mrs. Moon asked if any of the Commissioners had any questions?

Mr. Gaston asked for the interest rate? Mrs. Moon stated that the interest rate is 1.95% for 4 years. Mrs. Moon stated that CMD received two quotes from First Citizens and BB&T and both were low. Mr. Castles stated that there was a quote from GM Financial and it was 4% for 4 years.

Ms. Hughes asked how many vehicles were being purchased? Mrs. Moon stated that four vehicles are being purchased. Mr. Litten stated that CMD is looking to purchase three Chevy Colorados for the Meter Department, and a ¾ ton service truck for the Engineering Assistant, which will replace the current vehicle being used.

Chairman Wilmore asked if there a motion to approve the Vehicle Lease Program Resolution. A motion to approve the Vehicle Lease Program Resolution was made by Donald Camp, seconded by Jean Nichols, and Unanimously approved.

### **New Business**

**Reduced Tap Fee:** Mr. Litten stated that our current policy states that anyone who must set up a tap must pay \$1,488 and what this pays for CMD to go out and do the work and replace any asphalt. When contractors come in, they generally install all the taps and the service piping. The only parts they usually have to get from CMD is the meter and meter parts. Currently CMD only has the option to charge the full fee currently. The reduced tap fee would allow them to pay the reduced tap fee instead of the full fee.

Mr. Gaston asked if CMD had someone out inspecting to make sure the contractors are properly installing equipment. Mr. Litten stated that there are inspectors that monitor the installation and do an inspection at the completion of the job.

Mr. Wilmore asked if a complaint was received on this issue? Mr. Litten stated that no complaint has been received, but it is a standard procedure in the water business to offer a reduction to those who are doing the work themselves. Mr. Wilmore stated that he agrees with the reduction, to help bring people to Chester.

Mrs. Moon asked Mr. Gaston since the fees are published to the public if these fees are changed would CMD have to have another public hearing and do an amendment? Mr. Gaston stated that this is a policy to reduce fees, this policy would not affect the budget. Mr. Gaston stated that this would only be implemented when the contractor or customer is completing the work themselves. It would not be for every tap installed. Mr. Castles stated that in the budget we estimate how many taps CMD may have in a year.

Mrs. Moon asked since the budget was approved and went to public hearing, did this need to go back to public hearing? Mr. Gaston stated that this is not changing for all customers, this is changing for those who are using contractors and the work is being done by them. This is not changing for everyone, so therefore it is not changing the budget.

Chairman Wilmore asked if there was a motion to adopt the Reduced Tap Fee Policy? A motion to adopt the Reduced Tap Fee Policy was made by Chris Winters with discussion, seconded by Matt Mcrorey and unanimously approved.

Mr. Simpson stated that there were no numbers on what the deductions would be.

Mr. Winters stated that the verbiage states 65% reduction. He asked if that 65% current rate is of adoption or current rate of installation of tap fees? Mr. Winters stated that he is sure that CMD does not want a homeowner or just anyone to do the installation. What is the scope of work accepted to receive this reduction? At what point is there an insulator for labor burden increases for year over year? Mr. Litten stated the 65% reduction is the tap fee that is approved at the time. Mr. Litten stated that in the policy it states that homeowners and plumbers are not able to install taps themselves. Mr. Litten stated that CMD did not want anyone to mess with the older lines.

Mr. Castles stated that this would mainly apply to new subdivisions where they have extended brand new water mains and new water services.

Chairman Wilmore asked if this needed to be included in the policy? Mr. Castles stated it was in the policy under Procedures.

**EPA Water Sense Program:** Mr. Litten stated that EPA has a water program where they evaluate items that you can find in the marketplace that use water. EPA checks these items that use water to see if they can reduce the use of water. EPA then puts their sticker on these items and water utilities may give a one-time rebate to their customers who use these items to reduce water consumption. Mr. Litten stated that CMD would like to get an EPA Water Sense Program in place so that in the future, CMD would be able to offer a rebate to customers who install these items to reduce water

consumption. Mr. Litten stated that toilets are one of the main items, and with this program it would help our customers reduce their water usage and lower their bills.

Mr. Gaston asked for the amount of the rebate? Mr. Litten stated that those policies will be written in the future for each individual item, that this is to get the program started so that we are able to write the policies in the future for each item that CMD would like to add. Mr. Litten stated this allows us to write a policy for each item, so that if an item is taken out the program, does not have to be completely rewritten.

Mr. Wilmore asked if Mr. Litten was going to bring more information on the rebate price. Mr. Litten stated that this is to just get the program started, and that the policies would be written in the future.

Mr. Wilmore asked if there would be a sticker on the item at the store and can the customer install the piece of equipment. Mr. Litten stated that each item will have the EPA Water Sense logo on them, also stated that on the EPA website there is a list of each item that is approved. Mr. Litten stated that the homeowner can install the item, so utility companies allow customers to take a picture to show as proof. Mr. Litten stated that when those policies are written that information will be included and will be brought to the Board.

Mr. Simpson stated that he feels there should be a residential policy and a commercial policy. Mr. Litten stated that he agrees, and once the policies are written for the program those would be included. Mr. Litten stated that this policy does not say what the rebate is, it just states that CMD will have an EPA Water Sense Program. Mr. Litten stated once approved, CMD can come back with policies for each item, which would explain the rebate and how to get the rebate for customers. Mr. Litten stated once these are written, the policies would be brought back to the Board.

Mr. Castles stated it was a commitment to the program and to water conservation by he CMD Commission.

Ms. Hughes stated that she would personally like more information about the program to make sure that it is best for the customers.

Mr. Winters stated that he agrees with Ms. Hughes and would like more information about the program especially since we are dealing with rebates and certain amounts.

Mr. Simpson stated that he agrees and would like more information and would like to have rebate totals. Mr. Simpson stated that when speaking with customers and talking about rebates, customers will begin asking how much the rebate will be. Mr. Simpson stated that he likes the idea of the program but would like to receive more information.

Chairman Wilmore asked if there was a motion to table the EPA Water Sense Program until furnished with more information. A motion to table the EPA Water Sense Program for up to 90 days or before if further information is provided was made by James Simpson, seconded by Danielle Hughes, and unanimously approved.

**GEAR Program/MOU/Resolution:** Mr. Castles stated that CMD currently has a Set off Debt program, and CMD would like to expand that and add the GEAR Program. Mr. Castles stated that Mrs. Moon will present the GEAR Program.

Mrs. Moon stated that CMD currently participates in the Set off Debt program and that Vanessa Rogers has done a great job getting the appropriate information to the Set off Debt. It was brought to the attention of CMD that our resolution for Set off Debt program does not include the GEAR Program. Mrs. Moon stated that the amount of money that CMD has that can be turned into GEAR and the Set off Debt program is around \$176,000. Mrs. Moon stated that with the Set off Debt Program, CMD can go years without receiving any money towards the debts. Mrs. Moon stated that when turning in to Set off Debt program, the first entity that turns in, is normally the entity that receives money from a person's tax return. Mrs. Moon stated that with GEAR the program can use tax liens. Mrs. Moon stated that CMD would have come to the Board sooner but was not aware that the resolution did not include the GEAR Program.

Mr. Gaston stated that the Association of Counties acts as the agent for CMD, the Association of Counties then files that with SC Department of Revenue. Mr. Gaston stated that the SC Department of Revenue handles the collection of these debts. Mr. Gaston stated that once CMD notifies the Association of Counties, CMD does not have to do anything further. Department of Revenue collects the debt and their rate is 22% of money they collect, and Association of Counties only charges \$25 fee, and that comes out of the money collected from the customer. Mr. Gaston stated that CMD does not bring the suit against the customer.

Mrs. Moon stated that you can only turn information over to Set off Debt once a year, but with GEAR you can turn information into once a month. Mrs. Moon stated that GEAR helps with industries that have outstanding debt, because once this happen you can file with the Association of Counties. Mrs. Moon stated that there is a better chance to collect this money from industries with GEAR than with Set off Debt. Mrs. Moon stated letters must be sent out for Set off Debt and for GEAR, but GEAR sends the letters out. Mrs. Moon stated that Mr. Wilmore is down as the Hearing Officer for Set off Debt and has agreed to be the Hearing Officer for the GEAR program. Mrs. Moon stated that appeals can be made for both programs by the customer. Mrs. Moon stated that the customer can set up a payment plan with GEAR.

Mr. Gaston stated that Set of Debt only collects from tax return, which is the reason that it is turned in once a year. Mr. Gaston stated that with GEAR they can put tax leans on property that a customer owns, this will help in case someone does not file taxes.

Mr. Wilmore stated that if a customer goes under the payment plan with the Department of Revenue, and they do not keep the plan, does the Department of Revenue go after their taxes.

Mrs. Moon stated that GEAR would use their other options if a customer was to default from the payment plan.

Mr. Winters stated that he knows another entity that used GEAR and was able to take 2 million dollars off their books when they started with GEAR.

Mr. Wilmore stated that was good news.

Mr. Castles stated that on the MOU it states County of Richland and would need to be changed to County of Chester.

Mrs. Moon stated that it states Association of Counties County of Richland because Association of Counties is in Richland County, and would not need to be changed.

Chairman Wilmore asked if there was a motion for Chairman Wilmore to sign the MOU and to adopt the GEAR Resolution. A motion to allow Chairman Wilmore to sign the MOU and to adopt the GEAR Resolution was made by Jean Nichols, seconded by Donald Camp, and unanimously approved.

## **Reports**

**Director's Report:** Mr. Castles read the Director Report for September. A copy of the report is attached to the minutes.

Mr. Douglas asked how much overtime there was for the Meter Department? Mr. Castles stated 43 hours. Mr. Douglas stated that he thought the meters could be read from building. Mr. Castles explained that the Meter department is on call, and during afterhours if there is a call they are dispatched out. Mr. Castles stated that when there are large amounts of disconnects and re-connects, they sometimes have to work after 5pm.

Ms. Hughes asked if CMD just hired two new employees and if there was there any advertisement for the job openings. Mr. Castles stated yes, and we advertised it on the CMD website. Ms. Hughes asked was that the only place the job opening was advertised. Mr. Castles stated yes it was on the website, and that the number of applications CMD gets from the website is tremendous. Ms. Hughes then asked how long it was up on the website. Mr. Castles stated that it was up on the website for a month, but now has been taken down. Mr. Castles stated that both employees have now started.

Mr. Camp stated that if you fill up a swimming pool, you get charged for water and for sewer. Mr. Castles replied that if you fill up a swimming pool and bring in pool capacity from a certified pool dealer, a customer can receive an adjustment for sewer once a year.

Mr. Wilmore asked if the Grievance committee can receive a copy of the complaints from Public Comments. Mr. Castles stated that the Grievance committee will be sent copies of all comments.

**Hydrant Report:** Mr. Castles read the Hydrant Report for September. A copy of the report is attached to the minutes.

**Financial Report:** Mrs. Moon read the Financial Report for September. A copy of the report is attached to the minutes.

Mr. Stubbs stated that he spoke with the solicitor about the unauthorized water usage. He feels that CMD will receive more support towards repeat offenders.

Mr. Wilmore asked how customers use have unauthorized water usage. Mrs. Moon explained that once customers have been turned off for nonpayment, some customers will turn the water on at the meter. Mrs. Moon stated that Ally meters are installed at repeat locations, and at times customers will break open the meter and turn it on.

Mr. Winters asked Why does CMD not lock the meters when water is turned off the first time? Mr. Winters stated that this could help with some of the unauthorized water usage. Mr. Litten stated that CMD does not lock them the first time, because these are customers who are cut off for nonpayment. Mr. Litten stated that on cut off day the meter department turns 100-150 customers off and there is not enough time to lock the meters. Mr. Litten stated that most of the customers who are turned off come in the same day to pay their bill and are reinstated. Mrs. Moon stated that there is a fee for unauthorized water usage of \$500.

Mr. Gaston stated that there is a state statue for Meter Tampering, and it is a criminal statue and can be prosecuted.

Mrs. Moon also stated that she has turned her noticed into Fred Castles, and that she will work part time until the end of November to help with projects that are currently active for CMD. Mrs. Moon stated the she has taken a part-time job, and will help the District on Mondays and Fridays. Mrs. Moon stated that she plans to fully retire at the end of November. Mrs. Moon stated that she appreciates the Board members and hopes at the end of the day she served the Board to the best of her ability.

With there being no further business to discuss, the meeting was adjourned. Motion to adjourn was made by Donald Camp, seconded by James Simpson, and unanimously approved.

*The meeting adjourned at 8:10pm.*

Approved:

Date: 10/13/2020

Respectfully Submitted:

By: *Kelli Johnson*

September Board Meeting  
Tuesday September 8, 2020  
6pm  
Call-In Information

Call-in Number: 1-408-418-9388

Meeting Number: 132 295 8668

Meeting Password: 47728562

# Chester Metropolitan District

## **Agenda**

**Tuesday, September 8, 2020**

**6:00 PM**

*Conference Call*

- I. Call Meeting to Order**
- II. Approval of August 11, 2020 Meeting Minutes**

### **III. Public Comment**

*Public Comment is limited to three (3) minutes per speaker.*

### **IV. Old Business**

- A. Filter Plant Report - Fred Castles
- B. Engineer Report -Andy Litten
- C. DMAG -Andy Litten
- D. Vehicle Lease Program/Resolution -Becky Moon

### **V. New Business**

- A. Reduced Tap Fee -Andy Litten
- B. EPA Water Sense Program -Andy Litten
- C. GEAR Program/MOU/Resolution -Fred Castles

### **VI. Reports**

- A. Director's Report -Fred Castles
- B. Hydrant Report -Fred Castles
- C. Financial Report -Becky Moon

### **VII. Adjourn**

*This agenda is subject to change up to 24 hours in advance of the meeting.*



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*Solving the water needs of tomorrow, today.*

**Chester Metropolitan District**  
Regular Commission Meeting  
August 11, 2020

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Tuesday, August 11, 2020 by tele-conference. Members attending were George Wilmore, Chairman; Jean Nichols, Secretary; Danielle Hughes; James Simpson; Raymond Douglas; and Donald Camp. Others in attendance were Fred Castles, Executive Director; Arthur Gaston, Attorney; Becky Moon, Finance Manager; Clay Shannon, Manager of Information Technology; Susan Roddey, IT Support Specialist; Beth Taylerson, Human Resources; Everett Stubbs, Attorney; and Richard Zhao, Senior Accountant.

**Chairman Wilmore called the meeting to order at 6:05pm.**

Chairman Wilmore asked if there was a motion to amend the agenda and move the Meeting Resolution to the first item of agenda. A motion was made by Jean Nichols to amend the agenda and move the Meeting Resolution to first item on agenda and was seconded by James Simpson, and unanimously approved.

**Virtual Meeting Resolution**

**Virtual Meeting Resolution:** Attorney Arthur Gaston presented the Virtual Meeting Resolution. A copy of the resolution is attached to the minutes.

Chairman Wilmore asked if there was a motion to adopt the Virtual Meeting Resolution. A motion to adopt the Virtual Meeting Resolution was made by Donald Camp, and seconded by Danielle Hughes, and unanimously approved.

Chairman Wilmore asked all commissioners if each received the updated Financial Report from Becky Moon. All commissioners stated they received the updated Financial Report.

**Minutes:**

Chairman Wilmore asked for corrections or additions to the minutes. Motion to approve the minutes of the July meeting was made by Raymond Douglas, seconded by James Simpson, and unanimously approved.

**Public Comment:**

There were no members of the public attending the call.

## **Old Business**

**Filter Plant Report:** Mr. Castles read the Filter Plant Report for August. A copy of the report is attached to the minutes.

**Engineering Report and DMAG:** Mr. Castles read the Engineering and DMAG Report for August. A copy of the report is attached to the minutes.

## **P-Cards**

Mrs. Moon stated that in the July meeting a proposal to use P-Cards was brought to the Board. She stated that the District brings the P-Cards to the board tonight to vote to approve to move forward using P-Cards.

Chairman Wilmore asked if there was any questions or discussion. Motion to approve P-Cards was made by Donald Camp, and seconded by Jean Nichols, and unanimously approved.

## **Filter Plant Project**

Mr. Castles stated that in the July Board meeting, the Hazen and Sawyer contract, scope of work, and fee schedule were brought to the board. Mr. Castles stated that the fee is \$470,556, and this is paid out of our restricted capital fee account. Mr. Castles stated that this project is already funded. Mr. Castles stated that the District would like to recommend to the Board to adopt the Hazen and Sawyer contract.

Mr. Gaston stated that this contract had been to legal to review and is ready to be approved.

Mr. Douglas asked if the \$470,000 would be over several years?

Mr. Castles stated that this is a one-time expense for the preliminary design and the upgrade itself will have approximately five construction phases.

Chairman Wilmore asked if there was a motion to adopt the Filter Plant Project? Motion to adopt the Filter Plant Project with Hazen and Sawyer was made by Raymond Douglas, and seconded by Donald Camp, and unanimously approved.

## **New Business**

### **Employee Overtime**

Ms. Taylerson stated that the District would like to adjust the employee manual to include holiday pay in the overtime pay calculation. Ms. Taylerson stated that in the past this policy was in the employee manual and was taken out. Ms. Taylerson stated our crews can get called out on holidays, and it is not their fault that we are closed.

Mr. Camp asked if this was paid holidays only?

Ms. Taylerson stated yes, any OT work on holidays would be paid at time and a half instead of straight time.

Mr. Simpson said he was understanding that if they were on a holiday leave, that they would automatically receive time and a half for the hours they worked that day.

Ms. Taylerson stated that as the policy reads now, no. Ms. Taylerson stated they must physically work 40 hours before OT kicks in. The holiday hours do not count towards the 40 hours now.

Chairman Wilmore asked if there was a motion to adopt the Employee OT Policy. A motion to adopt the Employee OT Policy was made by Donald Camp, and seconded by George Wilmore, and unanimously approved.

### **Grievance Policy**

Mr. Castles presented the Grievance Policy. A copy of the Grievance Policy is attached to the minutes.

Mr. Castles stated that over a year ago, a three- page Grievance Policy was presented to the Board and was not easy to read. Mr. Castles stated that the District has condensed that policy into two paragraphs and is easier for customers to read. Mr. Castles stated that each Board member had a copy of the Grievance Policy in their board packet. Mr. Castles stated that the District would like to recommend this Grievance policy to the board for approval.

Mr. Gaston asked if there was a Grievance committee?

Mr. Castles stated that yes, we have a Grievance committee, and at this time Mr. Wilmore and Ms. Nichols are on the committee.

Mr. Wilmore asked if the Grievance committee would meet on Wednesday or Tuesday?

Mr. Castles stated that the Grievance committee would meet on Wednesday, but the customer has the option to come to the Monthly Board Meeting which is held on the first Tuesday of each month.

Mr. Douglas asked if the customer has three minutes to speak?

Mr. Castles stated that the three minutes implies to the public comment section of the board meeting.

Mr. Douglas asked when would the board members address these concerns?

Mr. Castles stated that the commissioners would address the concerns in private.

Mr. Douglas asked if there were 2 commissioners on the committee now?

Mr. Castles stated yes, we have 2 commissioners on the committee now. Mr. Castles stated that the Chairman appoints those to the committee, and another commissioner would need to be appointed.

Chairman Wilmore asked if there was a motion to approve the Grievance Policy. A motion was made to approve the Grievance Policy by Donald Camp, seconded by James Simpson, and unanimously approved.

### **Educational Assistance Request**

Mr. Castles stated that he would like to inform the board that Kelli Johnson, his Executive Assistant had taken the Certified Administrative Professional class and was scheduled to take the exam on September 30, 2020. Mr. Castles stated that Kelli Johnson had applied to York Tech to take classes to finish her Associates Degree. Mr. Castles stated that Kelli had applied for financial aide and lottery money, which was in the amount of \$3100. Mr. Castles stated that there is approximately \$600 balance and is asking for 80% of that balance from CMD. Mr. Castles stated the total would be approximately \$480.

Mr. Simpson stated that the board had already approved the budget. Mr. Simpson stated that if the funds are already there, can it not just be dispersed and inform the board, since it is within the boundaries of the budget.

Mr. Castles stated that he would agree but prefers to present it this way because Mr. Castles stated that in the employee manual it states that approval is needed by the board. Mr. Castles stated that if the board would like to change the policy to allow him to disperse the money as long as it is within the budget and then inform the board, he would be ok with bringing that change to the Board in the future.

Chairman Wilmore asked if there was a motion to approve the Educational Assistance Request. A motion to approve the Educational Assistance Request was made by Raymond Douglas, seconded by Jean Nichols, and unanimously approved.

### **Vehicle Lease Program**

Mrs. Moon stated that in the 2020-2021 budget there was \$64,000 to purchase two vehicles. Mrs. Moon stated that the District is proposing to the Board to purchase 4 vehicles with the Vehicle Lease Purchase Program, which acts just as an automobile loan. Mrs. Moon stated that she received interest rate proposals from two local banks and GM Financial. GM Financial offered over 4% interest rate. First Citizen offered interest rate of 1.95% for 4 years and 2.08% for 5 years. BB&T offered interest rate of 1.98% for 4 years and 2.05% for 5 years. Mrs. Moon stated that First Citizens offer is the best rate for the District. Mrs. Moon stated that this program would help the District purchase the vehicles that the

District needs. Mrs. Moon stated that if the District was allowed to borrow up to 150,000 then over the term of the 4-year loan, the District would pay roughly \$6,000 in interest. Mrs. Moon stated in the current budget we have \$64,000 straight out cash flow, but with the lease purchase program the District would have nine payments for the year in the amount of \$29,259. Mrs. Moon stated the District would pay \$39,000 for three years and would pay \$9,752 the last year.

Mr. Castles stated that the District needs to purchase vehicles for the Meter department. Mr. Castles stated that a decision was made to purchase one vehicle and to make the other trucks last another year and continue to repair them. Mr. Castles stated that since that decision was made, one of the trucks has had to be towed, and had mechanical issues. Mr. Castles stated that this program would allow the District to provide new trucks for the Meter Department. Mr. Castles stated that the current vehicles are unsafe and are worn out.

Mr. Douglas asked if the vehicles would come with the tool body?

Mr. Castles stated yes it would.

Mr. Wilmore asked what was the mileage on the vehicles that the District is replacing?

Mr. Castles stated greater than 250,000 miles. Mr. Castles stated that the Meter department gets out of their vehicles around 100 times a day, and the doors have had to be replaced and the transmissions have had to be replaced.

Mr. Wilmore asked who does the service on the vehicle?

Mr. Castles stated that the dealership does the repairs while the vehicles are under warranty. Mr. Castles stated that after the warranty is up, we use local businesses to do repairs.

Mr. Wilmore asked if the vehicles would be turned in after 4 years?

Mrs. Moon stated that this is a lease purchase program, and after the 4 years the cars would belong to the District. Mrs. Moon stated this is strictly monthly payments, just like a personal automobile loan.

Mr. Douglas asked if First Citizen was first 2 years or 3 years?

Mrs. Moon stated First Citizen offered 1.95% interest rate for 4 years.

Mr. Wilmore asked if Mrs. Moon could send over information to the board members to review?

Mrs. Moon stated that she has some information that she can send to the board members. Mrs. Moon stated that if any of the commissioners had any specific questions, to please let her know.

Mr. Wilmore requested Mrs. Moon to send the rates to the commissioners:

Mr. Camp stated that this sounds like a straight up loan, instead of a lease.

Mrs. Moon stated that she is not sure why the program has lease in the title, but it is just like a normal loan.

Mrs. Moon stated she would get the information to the commissioners to review and will put on the agenda for a September vote.

### Reports

Mr. Castles stated that Kelli Johnson and Vanessa Rogers have submitted over \$16,000 to the SC Cares Act. Mr. Castles stated that the SC Cares Act is a program that helps businesses get reimbursement for COVID 19 expenses. Mr. Castles stated that there has been a lot of activity with Chester County Economic Development. Mr. Castles stated that there has been some interest in Chester County.

**Director Report:** Mr. Castles read the Director Report for August. A copy of the report is attached to the minutes.

**Hydrant Report:** Mr. Castles read the Hydrant Report for August. A copy of the report is attached to the minutes.

**Financial Report:** Mrs. Moon read the Financial Report for August. A copy of the report is attached to the minutes.

Chairman Wilmore stated that the commissioners need to think about electing new officers.

Mr. Castles stated that Ft. Lawn has appointed a new commissioner and at this time we are waiting for the Resolution. Mr. Castles stated that one of the commissioners appointed by Chester County has received his paperwork and waiting on the resolution.

With there being no further business to discuss, the meeting was adjourned. Motion to adjourn was made by Raymond Douglas, seconded by Jean Nichols, and unanimously approved.

*The meeting adjourned at 7:24pm.*

Approved:

Respectfully Submitted:

Date: \_\_\_\_\_

By: \_\_\_\_\_

# Filter Plant Report

## July 2020

- Completed all reports.
- All Emergency generators and diesel engines were exercised by Dell Hughes and were reported as operating fine.
- Collected 20 Distribution the Samples and analyzed for the presences of Coliform Bacteria. All samples were within acceptable range.
- We were discharging a Total Chlorine Residual of 2.60 ppm and maintaining an average of .67 ppm of total chlorine in the areas where we collected bacteria samples this month. On July 27<sup>th</sup>, we increased the Total Chlorine Residual leaving the plant to 2.80 ppm.
- ISI installed replacement totalizers for the clarifier discharge, Raw water intake and Finish water discharge.
- Replaced the #1 filter lime slurry pump.
- Replaced discharge fitting on the #1 Flash Mix lime slurry pump.
- Salmon dredging started cleaning the sedimentation from the Raw water pump station.
- Fabricated and installed a flagpole.
- Jenkins Electric performed work on the overhead crane in the press building. The technician found a bad contactor. Waiting on replacement parts.
- Replaced water line bushing on the #1 venturi and flushed out the venturi on the other 3 filters.
- Replaced the drain valve on the #1 Ferric bulk storage tank.
- Replaced the fill line bolt-up flange on the #1 ferric tank.
- Replaced the Flash mix sample pump and cleaned the line at the laboratory sink.
- Replaced the #2 filter lime slurry pump.
- Replaced the fluoride machine hopper membrane.
- Repaired the janitor's sink in the chemical building.
- Installed a shelf and battery backup in the laboratory for the TOC analyzer.

- ISI came to troubleshoot the filter controls, the controls started back working and no answers for the intermittent control failure.

**Public Comment : Entry # 1168****Full Name**

Wendy Craig

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

CMD claims one month I use 1,000 gallons, the next month it's 2,000 gallons. In June it's 3,000 gallons. There is no way I use 2,000 - 3,000 gallons of water. I live alone and one to two weeks a month I'm not even home. I've asked for a meter reading and did not receive one. This is absolutely RIDICULOUS!!!! Last month my bill was \$74 this month it's \$94 dollars.

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1167****Full Name**

Tenika Coleman

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

For the last two months my water bill was 140 last month and 220 this month I been staying here a year now and doing the same things like before and my bill was never over 100 dollars. This is ridiculous

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1164****Full Name**

Jacqueline Macon

**Service (Street) Address**

[REDACTED]

**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

my water bill has been 147.00 since Jan. And some months we were on vacation so I know that was a lie

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1163**

**Full Name**

Tearra Minter

**Service (Street) Address**

[Redacted Address]

**Email Address**

[Redacted Email]

**Telephone Number**

[Redacted Phone]

**Public Comment**

I've been paying \$160-\$170 for almost 3 years and it's just me and my 2 daughters even when we went out of town for 2 weeks on several occasions it never changed I'm a single mother and this is just as much as my light bill

**Consent to Read**

I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1162****Full Name**

Tabitha Strong

**Service (Street) Address**

[REDACTED]  
[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

I need my meter check to see why my bills is so high,and y'all are charging to much for the garbages containers

**Consent to Read**

I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1161****Full Name**

Robin Chisholm

**Service (Street) Address**

[REDACTED]  
[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

Can someone tell me how I be charge \$53.21 for a 1000 gallons for 8 days. The next month \$35.74 for less than 1000 gallons for 30 days. The next month \$53.21 for a 1000 gallons for 30 days. The next month \$54.82 for a 1000 gallons for 30 days. I live by myself. I am gone for at least 10 hours a day. Sometimes I be in Columbia down my daughter house.

**Consent to Read**

I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1160****Full Name**

Adam Collins

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

It makes absolutely no sense for a water bill to be so high!!!! It will hold steady a few months at like \$116 which is still too high obviously! Then jump up to \$144 when our water use hasn't changed we have no leaks, no swimming pool and haven't used the dishwasher in months. Wash 2 loads of clothes a week. There is no way were using as much water as we are being charged for! Y'all are Robbing the people, just doing the people how you wanna do and we just have to take it!!!! We are tired of it makes no sense for a water bill to beore than a power bill or to run neck and neck! Water bills should run \$50 a month max.

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1159****Full Name**

Jessica Lindsay

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

They need to cut out that 45\$ notice it's hard on people right now due to Covid-19!!!And try work with people COVID-19 have made it hard for a lot of people!!!People barley can pay bills people done lost jobs and all!!!!

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1158****Full Name**

Vivian Young-Jackson

**Service (Street) Address**

[REDACTED]  
[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

My water bill is too high. I shouldn't be paying over \$130.00 each month because I'm a senior citizen with just me and my senior citizens husband

**Consent to Read**

I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1157****Full Name**

Marion P. McCullough

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

While have water useage Jump Up from 1000 upto 2000 and 1 Month Difference From the Previous 3 Months. Which made the Bill Jump Up \$19.62. I Would Like To Really Understand the Increase?

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1156****Full Name**

David Campbell

**Service (Street) Address**[REDACTED]  
[REDACTED]  
[REDACTED]**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

The water bills are completely out of control.. my water bill is more than our electricity and gas combined almost every month.. for 2 old retired people living on social security.. who conserve ..its a huge burden .. its not like we have a choice And CMD will work with people on their bills.. we deserve better

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

**Public Comment : Entry # 1155****Full Name**

Tabatha Strother

**Service (Street) Address**

[REDACTED]

**Email Address**

[REDACTED]

**Telephone Number**

[REDACTED]

**Public Comment**

I'm writing to complain about my recent water bill. There was a drastic increase from \$109 to \$147. I called Friday, August 28 and spoke with a young lady who informed me that from July 22-23 our meter registered 1,000 gallons. That's within a 24hr period! I was shocked to say the least. During the conversation I explained that my husband works 12-14hrs a day and on these dates I wasn't home so there's no way we used 1,000 gallons in a 24hr period. She suggested that someone could be stealing our water. I asked her to send someone out to check the meter but was told, "there's nothing wrong with the meters and we just can't send a guy out to check your meter." My response was, "anything man made can and will malfunction." After checking my security cameras, and finding nothing I called back Wednesday and spoke with Tiffany, the manager of Chester Customer.

Tiffany basically told me to grin and bare it. It's no explanation as to why this incident happened just this 1 time, not before July 23 or since but she would not send someone out to check my meter. I let her know that this was not an isolated incident because I've spoken with neighbors in my community with the same scenario. I would like some questions answered because it seems that this company is attempting to break the backs of the consumer and we certainly aren't receiving "state of the art" treatment. Why do you all refuse to have a technician check these "state of the art" meters? If these meters are supposed to be able to pinpoint when a toilet is flushed, per Fred Castles during the Chester Talk Back, why aren't these printouts provided to the customers when we complain? Who actually owns the Chester Metropolitan District? This is unacceptable and something MUST BE DONE about it Now.

Respectfully Submitted,

Tabatha Strother

**Consent to Read** I agree

By submitting this form, I consent to allow a member of the Chester Metropolitan District Staff to read my comment aloud during the next Commission Meeting. I understand that my personal information will not be made public and will be used only to contact me to discuss and/or resolve any issues presented herein.

## CMD Engineering Department Report September 2020 Meeting

### Development Project Reviews

**Knights Bridge (Richburg):** Construction is still scheduled to begin in September.

**Chart Industries:** A new industry that repairs and refurbishes cryogenic tanks is building in the Chester Research and Development Park on Hwy 99. We have received their construction plans and are in the process of reviewing them.

### Filter Plant

**PER:** Monthly status meeting is September 10<sup>th</sup>. The Engineers are reviewing the electrical systems and hydraulic model. We are scheduled to discuss the SCADA system with the Engineers on September 10<sup>th</sup>.

### GIS

Continuing work on locating lost assets.

### FlexNet Project (Remote Meter Reading)

We received comments from Ferguson on the construction agreements and they have been submitted to our Attorney for review.

We've submitted the lease agreement to Springs Creative for signatures.

### In-House Projects

**Magnolia Avenue, Great Falls:** Construction of the new taps has started.

**Columbia Road/Great Falls Hwy, Chester:** Investigations on the issues here have been delayed due to system repairs and new service taps.

### Other Projects

**Generators:** We're working on the Bid Package for the generators so that we can get pricing.

### DMAG

SC Drought reports that Chester's status is normal. (no change)

The US Drought Monitor reports normal conditions. (no change)

NOAA 3-Month precipitation outlook is above normal. (no change)

NOAA 3-Month temperature outlook is above normal. (no change)

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO (I) ENTER INTO AN AGREEMENT TO PURCHASE VARIOUS VEHICLES AT AN AGGREGATE PRICE NOT TO EXCEED \$150,000, AND (II) TO FINANCE SUCH VEHICLES THROUGH AN EQUIPMENT LEASE PURCHASE FINANCING WITH FIRST CITIZENS BANK & TRUST CO.; AND OTHER MATTERS RELATED THERETO.**

WHEREAS, the Chester Metropolitan Commission (the "Commission"), the governing body of the Chester Metropolitan District, South Carolina (the "District"), has determined that a need exists to finance various vehicles for use by the District in providing services related to the distribution of water to the citizens of the District (collectively, the "Equipment"); and

WHEREAS, the Equipment is essential to the operations of the District;

WHEREAS, the Equipment shall be acquired by and titled (as applicable) in the name of the District; and

WHEREAS, First Citizens Bank & Trust Co. (the "Bank") has agreed to finance the purchase of the Equipment at an interest rate of 1.95% for a period of four (4) years (the "Financing").

NOW, THEREFORE, BE IT RESOLVED that the Chester Metropolitan District Commission, as the governing body of the Chester Metropolitan District, South Carolina, as follows:

1. The District hereby authorizes the Executive Director of the District (the "Executive Director") to enter into a lease purchase agreement as necessary to acquire and purchase the Equipment from the applicable vendor(s) therefor.

2. The District hereby authorizes the Executive Director to enter into the Financing with the Bank. The Financing may be issued as a single obligation or, alternatively separated into multiple series of obligations. The Financing may further be issued on a taxable or tax-exempt basis as determined by counsel to the District. The amount of the Financing, including any costs of issuance associated therewith, shall not exceed \$150,000 (the "Lease Amount") and the final Lease Amount, term, closing date, and other material terms for the Financing shall be determined by the Executive Director.

3. All financing contracts and all related documents for the closing of the Financing (the "Financing Documents") shall be consistent with the foregoing terms. The Executive Director is hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable to carry out the Financing as contemplated by the provisions of this resolution (this "Resolution").

4. The Executive Director is hereby directed and authorized to hold executed copies of the Financing Documents until the conditions for delivery of the Financing Documents have been completed to his satisfaction. The Financing Documents shall be in such final forms as the Executive Director shall approve, with the Executive Director's release of any Financing

Document for delivery constituting conclusive evidence of such officer's final approval of the final form of any of the Financing Documents.

5. The District shall not take or omit to take any action the taking or omission of which shall cause its interest payments on the Financing to be includable in the gross income for federal tax purposes of the registered owners of the Financing. To the extent the District does not intend to issue more than \$10 million of tax-exempt obligations in calendar year 2020, the District hereby designates the Financing as a "qualified tax-exempt obligation" for the purpose of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

6. The District intends that the adoption of this Resolution will be a declaration of the District's official intent to reimburse expenditures for the Equipment that are to be financed from the proceeds of monies received under the Financing.

7. The District understands that certain costs of issuance are associated with the Financing and the District covenants and agrees that all such costs will be timely paid upon the closing of the Financing Documents and may be included in the Lease Amount.

8. The terms of this Resolution shall amend and restate any prior resolutions or approvals related to the Equipment. To the extent of any conflict between any prior resolution and this Resolution related to the Equipment or the Financing, this Resolution shall be controlling in all respects.

9. All prior actions of District officers in furtherance of the purposes of this Resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this Resolution are hereby repealed, to the extent of the conflict. This Resolution shall take effect immediately.

DONE IN MEETING DULY ASSEMBLED this 8th day of September, 2020.

**CHESTER METROPOLITAN DISTRICT,  
SOUTH CAROLINA**

(SEAL)

By: \_\_\_\_\_  
Chairman of the Commission

Attest:

\_\_\_\_\_  
Secretary of the Commission



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*Solving the water needs of tomorrow, today.*

## One Inch and Smaller Service Tap Fee Reduction Policy

### Purpose

This policy establishes guidelines, procedures, and requirements for reduction of tap fees for one inch and smaller water service taps not installed by Chester Metropolitan District (CMD). A tap fee is used to cover the cost of service installation which may include the following items: tap, service line, water meter, excavation or boring costs, paving costs, etc.

### Procedure

One inch and smaller water service taps not installed by CMD shall be paid at 65 percent of the current rate. This fee will cover the costs of the following items:

- meter box
- meter and meter transmitter unit (mxu)
- customer service valve and service valve box
- expansion wheel and residential dual check\*  
\*Services that require a backflow prevention device other than a residential dual check shall be provided, installed, and tested at the Developer's expense.
- Installation and setup of meter

This policy does not apply to taps performed on existing water mains or a single service unless part of a larger project.

### Installation of Meters

In no case shall a meter be set at any location until such time that all accounts are current, tap fees have been paid, an account has been set up for the location, and a Permit to Operate has been issued by SCDHEC (if necessary).

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



155 Wylie Street • P.O. Box 550 • Chester, South Carolina • 29706  
(803) 385-5123 • [www.chestermetrosc.com](http://www.chestermetrosc.com)

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*Solving the water needs of tomorrow, today.*

## Water Efficiency Rebate Program

The Water Efficiency Rebate Program encourages Chester Metropolitan District (CMD) customers to use water resources more efficiently to preserve them for future generations and reduce water infrastructure costs by decreasing unnecessary water consumption. To aid in reducing water usage, CMD offers rebates for installing eligible water efficient/conservation fixtures that have a WaterSense label. WaterSense is sponsored by the US Environmental Protection Agency (EPA).

The following types of products currently carry a WaterSense label:

- Residential Toilets
- Showerheads
- Bathroom Faucets
- Commercial Toilets
- Urinals
- Spray Sprinkler Bodies
- Irrigation Controllers

As more products are evaluated and qualify for a WaterSense Label, CMD will evaluate the benefits to our customers and system and may offer additional rebates for those products.

WaterSense labeled products are listed on the WaterSense website at <https://www.epa.gov/watersense>.

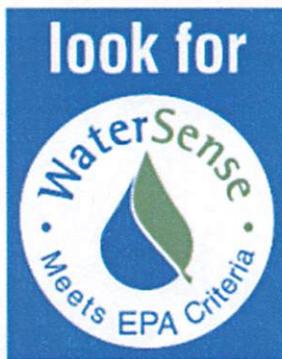
Not all WaterSense approved products will be eligible for a rebate. Please see the specific individual policies for additional details.

The CMD Board of Commissioners may implement or discontinue any rebates without further notice.

Rebates offered to CMD customers can be found at <http://chestermetrosc.com/>

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

# About WaterSense



WaterSense, a voluntary partnership program sponsored by the U.S. Environmental Protection Agency (EPA), is both a label for water-efficient products and a resource for helping you save water.

The WaterSense label makes it simple to find water-efficient products, new homes, and programs that meet EPA's criteria for efficiency and performance. WaterSense-labeled products and services are certified to use at least 20 percent less water, save energy, and perform as well as or better than regular models.

WaterSense partners with manufacturers, retailers and distributors, homebuilders, irrigation professionals, and utilities to bring WaterSense to your community. Our partnerships encourage innovation in manufacturing and support sustainable jobs for American workers.

## Our Mission

We are transforming the marketplace for products and services that use water, and promoting a nationwide ethic of water efficiency to conserve water resources for future generations and reduce water and wastewater infrastructure costs.

## Our Vision

All Americans will understand the importance of water efficiency and take positive actions to reduce their water use – in their homes, outdoors, and at work.

## Water Use Facts

Water is a finite resource – even though about 70 percent of the Earth’s surface is covered by water, less than 1 percent is available for human use. Despite the water supply and infrastructure challenges faced by many communities across the US, each American uses an average of 88 gallons of water each day at home. Water managers in at least 40 states expect local, statewide, or regional water shortages to occur over the next several years.

### Every drop counts:

- Bathrooms are the largest use of water in the home, using more than 50 percent of all indoor water.
- Approximately 5 to 10 percent of US homes have easy-to-fix leaks that drip away 90 gallons a day or more.
- Residential outdoor water use across the US accounts for nearly 9 billion gallons of water each day, mainly for landscape irrigation.
- On average, a urinal in a public place gets flushed 18 times per day.
- Heating water is typically the second largest use of energy in a home (after space heating and cooling).
- [Additional facts](#)

### Did you know?

- Replacing showerheads with WaterSense- labeled models can save 4 gallons of water every time you take a shower?
- Replacing old, inefficient faucets and aerators with WaterSense-labeled models can save 700 gallons of water per year?
- Replacing a standard clock timer with a WaterSense-labeled irrigation controller can save your home nearly 8,800 gallons of water?
- WaterSense-labeled faucets—or aerators that can be installed on existing bathroom faucets—are about 30 percent more efficient than standard faucets while still providing sufficient flow?
- Homes that earn the WaterSense label feature WaterSense-labeled plumbing fixtures, efficient hot water delivery, smart landscape design, and many other features to ensure that the home will save water for years to come?

# Setoff Debt & GEAR

## Working toward a debt free South Carolina

The South Carolina Department of Revenue (SCDOR) is committed to the fair administration of debt collection and to protecting compliant citizens. Unpaid liabilities can make it difficult for organizations and governmental entities to budget and fund essential services. These liabilities can harm citizens who are paying their fair share and threaten the integrity of an agency's funding system.

### Two convenient options to help eligible entities collect monies owed:



SETOFF DEBT

#### Setoff Debt

Includes collection of outstanding liabilities through the garnishment of state Individual Income Tax refunds

- Debt limitation: \$25 and above
- Cost to claimant: \$0
- Cost to debtor: \$25 (SCDOR administrative fee)
- Important dates:
  - August 31: Participation application due
  - December 1: Debtor information due
  - Submit additional debtors throughout the year



#### GEAR: Governmental Enterprise Accounts Receivable

More flexible and comprehensive debt collection service that includes garnishment of wages and state Individual Income Tax refunds, use of tax liens, and levy of bank accounts

- Allows debtors to set up payment plans
- Debt limitation: \$50 and above
- Cost to claimant: 22% of liability collected\*
- Cost to debtor: \$25 (SCDOR administrative fee)
- Apply to participate in GEAR any time

\*22% rate effective as of July 1, 2015

#### Why consider these programs?

- The public is familiar with our collection process
- Quick turn around on debt collections
- Participating entities receive monthly payments

#### Who can use these programs?

Organizations and governmental entities including:

- State agencies, boards, committees, or commissions
- Public and private\* institutions of higher learning
- Housing authorities
- Political subdivisions
- Other governmental or quasi-governmental entity of any US state

\*for the purpose of debt collection related to default on authorized educational loans



STATE OF SOUTH CAROLINA )  
 COUNTY OF RICHLAND )  
 )  
 )  
 SOUTH CAROLINA )  
 ASSOCIATION OF COUNTIES )  
 )  
 (SCAC) )  
 )  
 )  
 AND )  
 )

**MEMORANDUM OF  
 UNDERSTANDING AND AGREEMENT**

**PARTICIPATION  
 IN THE  
 GEAR COLLECTIONS  
 PROGRAM**

\_\_\_\_\_  
 (Name of Claimant Agency)

This AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the above referenced Claimant Agency and the South Carolina Association of Counties (SCAC), in furtherance of the S.C. Code §12-4-580 (2003) hereinafter the Governmental Enterprise Accounts Receivable Collections (GEAR) Program.

WHEREAS, the provisions of S.C. Code §12-4-580 authorize the South Carolina Department of Revenue (Department) to collect any liabilities owed a Claimant Agency; and

WHEREAS, the Department has all the rights and powers of collection allowed it under Title 12 of the South Carolina Code of Laws for the collection of taxes and all such rights and powers authorized the Claimant Agency to which the liability is owed including waiver of a debt in whole or in part; compromises that facilitate the collection of the debt; wage garnishment, payment agreements; levy and seizure of bank accounts or any other intangible asset; the issuance of a lien which will encumber all of the debtor's property; both real and personal, tangible and intangible, revocation of any sales tax license; and placement with private collection agencies to resolve the debt; and

WHEREAS, the parties to this Agreement are Governmental Entities as defined in S.C. Code §12-4-580 and are authorized to participate in the GEAR Program; and

WHEREAS, the Claimant Agency desires to enter into this Agreement with SCAC in order to participate in the GEAR Program in order to increase the collection rate of liabilities owed to the Claimant Agency; and

NOW, THEREFORE in consideration of the mutual covenants and agreements, terms and conditions contained herein, it is hereby understood and agreed by and between the Claimant Agency and SCAC that:

1. The Claimant Agency is a Governmental Entity entitled to participate in the GEAR Program as defined in S.C. Code §12-4-580(D)(1) and has provided an attorney's opinion letter to SCAC certifying same.
2. The Claimant Agency hereby designates, appoints and authorizes SCAC to submit to the Department liabilities owed the Claimant Agency for collection under the GEAR Program as provided herein and under the Policies and Procedures now and hereafter adopted by the Department.
3. Participants in the GEAR program will, upon execution of this Agreement, file a GEAR program Participation Form with

SCAC enrolling the Claimant Agency in the program. The form shall designate a GEAR Collections Coordinator who may be the same person designated as the Setoff Debt Collection Coordinator. The GEAR Collections Coordinator shall be the designated contact for all communications by and between SCAC and the Claimant Agency. The Coordinator shall be a person authorized by the Claimant Agency to carry out the requirements of this Agreement, the requirements of S.C. Code §12-4-580 and S.C. Code §12-56-10 *et seq.*, the Setoff Debt Collection Act.

4. The Claimant Agency shall give the debtor notice, opportunity to be heard, and appeal, as defined in S.C. Code §12-4-580(E).
5. A debt file, and adjustments thereto, shall be prepared as required by SCAC in the specified format and transferred to SCAC as an electronic transfer.
6. The Claimant Agency hereby certifies that all records in all debt files submitted to SCAC, including adjustments to accounts at the Department, have complied with the due process procedures found in S.C. Code §12-4-580(E) and are, to the best of their knowledge and belief, true, correct, and complete.
7. By giving a debtor the notice, as required by the Department and the statutory law of the State of South Carolina, and upon filing the debt with SCAC for submission to the Department, the Claimant Agency directs the Department to collect the debt directly by any of the methods herein mentioned.
8. Only those debts or debt balances in an amount equal to or greater than fifty dollars (\$50.00) shall be submitted for

collection by the Department through the GEAR program.

9. Pursuant to S.C. Code §12-56-63, SCAC shall add to each debt submitted to the GEAR Program the sum of twenty-five dollars (\$25.00) to defray its administrative expenses. SCAC shall be entitled to an administrative fee of twenty-five dollars (\$25.00) for each debt successfully recovered in whole or in part, provided, however, SCAC will not collect more than twenty-five dollars (\$25.00), under the GEAR program, from any one individual in a calendar year. If an additional debt for an individual is also submitted under the Setoff Debt Collection Program, an additional twenty-five dollar (\$25.00) fee will be added to that debt.

The Department shall add to each debt recovered in the GEAR Program through income tax set off, an administrative fee of twenty-five dollars (\$25.00) pursuant to S.C. Code ' 12-56-60(B) to defray its administrative expenses. For each debt successfully recovered in whole or in part through the GEAR program, through collection methods other than income tax set off, the Department is entitled to twenty-two percent (22%), or the collection fee percentage which may be determined by the Department from time to time, of the amount recovered. The Department shall not add a twenty-five dollar (\$25.00) administrative fee to those debts on which the percentage fee is retained.

10. The Claimant Agency warrants that it will fully comply with the notice and appeals procedures as more fully set forth by S.C. Code §12-4-580.
11. If a Claimant Agency is found to be entitled to no part of a debt it has previously collected, it shall make a refund to the debtor in an amount equal to the

amount of the debt plus all fees paid to the Department and any fees paid to SCAC along with interest.

12. SCAC shall remit to the Claimant Agency the funds received from the Department, less funds due SCAC, within a reasonable time from the date of receipt from the Department.
13. The Claimant Agency shall hold SCAC free and harmless and shall indemnify SCAC against any and all damages, claims, causes of action, injuries, actions, liabilities, or proceedings arising from the performance of SCAC.
14. This Memorandum of Understanding and Agreement shall remain and continue in full force and effect from year to year unless modified or terminated in writing by either party upon thirty (30) days written notice to the other party; provided, however, that any debts submitted by the Claimant Agency to SCAC shall continue to be covered under the terms and conditions of the agreement until SCAC is notified by the Department that it has completed its collection efforts.

IN WITNESS WHEREOF, the parties hereby have caused this Memorandum of Understanding and Agreement to be properly executed on the day and year first above written.

**On Behalf of the Claimant Agency:**

By: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**On Behalf of S.C. Association of Counties:**

By: \_\_\_\_\_

Signature: \_\_\_\_\_

Timothy Winslow, Executive Director  
P.O. Box 8207  
Columbia, SC 29202  
(803) 252-7255

Date: \_\_\_\_\_

**STATE OF SOUTH CAROLINA )  
COUNTY OF CHESTER ) CHESTER METROPOLITAN DISTRICT**

**A RESOLUTION**

TO APPROVE THE MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN CHESTER METROPOLITAN DISTRICT, A SOUTH CAROLINA SPECIAL PURPOSE DISTRICT, AS CLAIMANT, AND THE SOUTH CAROLINA ASSOCIATION OF COUNTIES RELATING TO THE SOUTH CAROLINA ASSOCIATION OF COUNTIES BEING AUTHORIZED AND DESIGNATED AS THE CLAIMANT AGENT FOR THE CHESTER METROPOLITAN DISTRICT PURSUANT TO THE SETOFF DEBT COLLECTION ACT OF 2003, AS AMENDED AND THE GOVERNMENTAL ENTERPRISE ACCOUNTS RECEIVABLE PROGRAM, AS SET OUT IN THE SOUTH CAROLINA CODE § 12-4-580 (2003).

WHEREAS, the Setoff Debt Collection Act of 2003, as amended, and the Governmental Enterprise Accounts Receivable program as set out in SC Code § 12-4-580 (2003), allow the South Carolina Department of Revenue to render assistance in the collection of delinquent accounts or debts owing to the Chester Metropolitan District; and,

WHEREAS, the Chester Metropolitan District wishes to increase the collection rate of debts that are due and owing to the Chester Metropolitan District by availing itself of the Setoff Debt Collection Act of 2003, as amended, and the Governmental Enterprise Accounts Receivable program as set out in § 12-4-580 (2003); and,

WHEREAS, the Chester Metropolitan District Commission has reviewed and approved the Memorandum of Understanding and Agreement designating the South Carolina Association of Counties to serve as the claimant agent for Chester Metropolitan District;

NOW, THEREFORE, BE IT RESOLVED, by Chester Metropolitan District Commission, in meeting duly assembled this date, that the Memorandum of Understanding and Agreement between the Chester Metropolitan District and the South Carolina Association of Counties relating to the Association serving as the claimant agent of Chester Metropolitan District pursuant to the Setoff Debt Collection Act of 2003, as amended, and the Governmental Enterprise Accounts Receivable Program as set out in § 12-4-580 (2003) is approved. A copy of the Memorandum of Understanding and Agreement is incorporated herein by reference.

Adopted the \_\_\_\_\_ day of September, 2020

Chester Metropolitan District Commission

\_\_\_\_\_  
Clerk to Commission

\_\_\_\_\_  
By: George Wilmore  
Chairman

## Chester Metropolitan District

### Director's Report

FY 2019-2020

|                                | August<br>2020 | TOTAL<br>L 12 MOS | AVERAGE<br>L 12 MOS |
|--------------------------------|----------------|-------------------|---------------------|
| <b>DISTRIBUTION NUMBER:</b>    |                |                   |                     |
| Taps                           | 3              | 12                | 1.0                 |
| Leaks                          | 7              | 96                | 8.0                 |
| <b>DISTRIBUTION MANHOURS:</b>  |                |                   |                     |
| Taps                           | 12.0           | 83                | 6.9                 |
| Leaks                          | 48.0           | 466               | 38.8                |
| Equipment                      | 0.0            | -                 | -                   |
| Shop                           | 65.0           | 1,275             | 106.2               |
| Dist. System                   | 1756.2         | 17,740            | 1,478.3             |
| Asphalt                        | 0.0            | 66                | 5.5                 |
| Meters                         | 0.0            | 697               | 58.1                |
| Filter Plant                   | 0.0            | -                 | -                   |
| Hydrants                       | 4.0            | 122               | 10.2                |
| Construction Projects          | 0.0            | -                 | -                   |
| Main Break                     | 0.0            | 332               | 30.1                |
| Total Manhours                 | 1885.2         | 20,505            | 1,708.7             |
| Overtime Hours                 | 95.3           | 1,175             | 97.9                |
| <b>METER CALLS:</b>            |                |                   |                     |
| Ons                            | 65             | 716               | 59.7                |
| Offs                           | 67             | 262               | 21.8                |
| Miscellaneous                  | 308            | 451               | 37.6                |
| Nonpayment Disconnects         | 364            | 1,371             | 457.0               |
| Reinstates                     | 406            | 406               | 406.0               |
| Total Calls                    | 1210           | 3,206             | 267.2               |
| Overtime Hours                 | 43.0           | 443.3             | 36.9                |
| <b>BILLING INFORMATION:</b>    |                |                   |                     |
| Non-Leak Adjustments:          | 9              | 69                | 5.8                 |
| Leak Adjustments               | 66             | 566               | 47.2                |
| \$\$\$ Adjusted                | \$ 4,198.74    | \$ 37,486.39      | \$ 3,123.87         |
| Bills Mailed                   | 6,441          | 75,618.0          | 6,301.5             |
| Thousand Gallons Billed        | 58,250.0       | 687,388.9         | 57,282.4            |
| Thousand Gallons Pumped        | 86,240.0       | 945,448.0         | 78,787.3            |
| % Accounted For                | 67.5%          |                   | 72.7%               |
| Other Gallons Accounted For    | 986.7          | 37,877.4          | 3,156.5             |
| Estimated System Leakage (20%) | 17,248.0       | 1,021,327.6       | 85,110.6            |
| Adjusted % Accounted For       | 68.7%          |                   | 77.9%               |

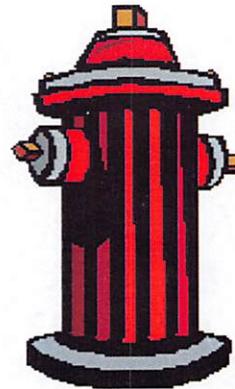
## Chester Metropolitan District

### Hydrant Report

September 8, 2020

|                     |                               |
|---------------------|-------------------------------|
| <u>0</u>            | New Placement                 |
| <u>1</u>            | Hydrants Replaced             |
| <u>0</u>            | Hydrants Repaired             |
| <u>0</u>            | Hydrants Removed              |
| <br>                |                               |
| <u>\$2,500</u>      | \$ Spent on Hydrant Work      |
| <br>                |                               |
| <u>5534</u>         | Total Hydrants Worked to Date |
| <u>\$ 1,236,397</u> | Total Cost to Date            |
| <u>- 0 -</u>        | Local Match                   |
| <u>- 0 -</u>        | Contract Services             |
| <u>\$ 1,236,397</u> | Total Cost                    |

5300 George Beard Ave



# Statement of Revenue and Expense Account Summary

Chester Metropolitan District

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

|  |   | Original<br>Total Budget | Current<br>Total Budget | MTD Activity      | YTD Activity      | Budget<br>Remaining |
|--|---|--------------------------|-------------------------|-------------------|-------------------|---------------------|
| <b>Revenue</b>   |   |                          |                         |                   |                   |                     |
| <b>Function: 0100 - Operating Revenue</b>              |   |                          |                         |                   |                   |                     |
| <b>Department: 0100 - Operating Revenue</b>            |   |                          |                         |                   |                   |                     |
| <u>100-0100-411000</u>                                 | Water Service Revenue                     | 7,473,837.00             | 7,473,837.00            | 673,309.54        | 787,486.11        | 6,686,350.89        |
| <u>100-0100-411003</u>                                 | Tap Fees                                  | 450,000.00               | 450,000.00              | 9,787.90          | 16,239.90         | 433,760.10          |
| <u>100-0100-411004</u>                                 | Hydrant Meter Fee                         | 5,000.00                 | 5,000.00                | 3,037.76          | 14,736.50         | -9,736.50           |
| <u>100-0100-412000</u>                                 | Penalties                                 | 72,000.00                | 72,000.00               | 6,153.00          | 14,262.00         | 57,738.00           |
| <u>100-0100-412001</u>                                 | Non-Payment Fees                          | 130,000.00               | 130,000.00              | 15,885.00         | 32,535.00         | 97,465.00           |
| <u>100-0100-412003</u>                                 | NSF Fees                                  | 0.00                     | 0.00                    | 180.00            | 270.00            | -270.00             |
| <u>100-0100-413000</u>                                 | Expense Reimbursements                    | 244,344.00               | 244,344.00              | 20,368.00         | 33,303.00         | 211,041.00          |
| <u>100-0100-413001</u>                                 | Credit Card Fees                          | 40,000.00                | 40,000.00               | 6,423.11          | 13,116.84         | 26,883.16           |
| <u>100-0100-413002</u>                                 | Surplus Sales                             | 0.00                     | 0.00                    | 0.00              | 55.00             | -55.00              |
| <u>100-0100-413003</u>                                 | Miscellaneous Revenue                     | 0.00                     | 0.00                    | 69.00             | 345.00            | -345.00             |
| <u>100-0100-413005</u>                                 | Illegal Water Usage Charge                | 0.00                     | 0.00                    | 1,000.00          | 2,000.00          | -2,000.00           |
| <u>100-0100-414001</u>                                 | Backflow Fees                             | 2,750.00                 | 2,750.00                | 0.00              | 0.00              | 2,750.00            |
| <b>Department: 0100 - Operating Revenue Total:</b>     |   | <b>8,417,931.00</b>      | <b>8,417,931.00</b>     | <b>736,213.31</b> | <b>914,349.35</b> | <b>7,503,581.65</b> |
| <b>Function: 0100 - Operating Revenue Total:</b>       |   | <b>8,417,931.00</b>      | <b>8,417,931.00</b>     | <b>736,213.31</b> | <b>914,349.35</b> | <b>7,503,581.65</b> |
| <b>Function: 9000 - Non-Operating Revenue</b>          |   |                          |                         |                   |                   |                     |
| <b>Department: 9000 - Non-Operating Revenue</b>        |   |                          |                         |                   |                   |                     |
| <u>100-9000-612000</u>                                 | Interest Income                           | 58,000.00                | 58,000.00               | 920.65            | 2,268.17          | 55,731.83           |
| <b>Department: 9000 - Non-Operating Revenue Total:</b> |   | <b>58,000.00</b>         | <b>58,000.00</b>        | <b>920.65</b>     | <b>2,268.17</b>   | <b>55,731.83</b>    |
| <b>Function: 9000 - Non-Operating Revenue Total:</b>   |   | <b>58,000.00</b>         | <b>58,000.00</b>        | <b>920.65</b>     | <b>2,268.17</b>   | <b>55,731.83</b>    |
| <b>Revenue Total:</b>                                  |   | <b>8,475,931.00</b>      | <b>8,475,931.00</b>     | <b>737,133.96</b> | <b>916,617.52</b> |                     |
| <b>Expense</b>   |   |                          |                         |                   |                   |                     |
| <b>Function: 1000 - Operating Expenses</b>             |   |                          |                         |                   |                   |                     |
| <b>Department: 1000 - Administration</b>               |   |                          |                         |                   |                   |                     |
| <u>100-1000-511000</u>                                 | Regular Salaries and Wages                | 669,367.00               | 669,367.00              | 53,021.97         | 83,861.81         | 585,505.19          |
| <u>100-1000-511001</u>                                 | Part-Time Salaries                        | 18,125.00                | 18,125.00               | 1,342.58          | 2,059.99          | 16,065.01           |
| <u>100-1000-511002</u>                                 | Overtime                                  | 1,200.00                 | 1,200.00                | 476.11            | 743.58            | 456.42              |
| <u>100-1000-511008</u>                                 | Sick Pay                                  | 0.00                     | 0.00                    | 911.26            | 1,209.02          | -1,209.02           |
| <u>100-1000-512000</u>                                 | FICA                                      | 43,043.00                | 43,043.00               | 3,314.69          | 5,167.14          | 37,875.86           |
| <u>100-1000-512001</u>                                 | Medicare                                  | 9,642.00                 | 9,642.00                | 775.21            | 1,208.44          | 8,433.56            |
| <u>100-1000-512002</u>                                 | SC Retirement                             | 110,604.00               | 110,604.00              | 8,674.98          | 13,673.24         | 96,930.76           |
| <u>100-1000-512004</u>                                 | Group Health Insurance                    | 95,540.40                | 95,540.40               | 8,404.04          | 16,609.10         | 78,931.30           |
| <u>100-1000-521000</u>                                 | Accounting and Audit Services             | 25,600.00                | 25,600.00               | 2,500.00          | 2,500.00          | 23,100.00           |
| <u>100-1000-521001</u>                                 | Legal Services                            | 30,004.00                | 30,004.00               | 0.00              | 0.00              | 30,004.00           |
| <u>100-1000-521005</u>                                 | Other Contractual Services                | 106,488.00               | 106,488.00              | 6,378.35          | 8,760.09          | 97,727.91           |
| <u>100-1000-522002</u>                                 | Vehicle Repairs and Maintenance           | 4,600.00                 | 4,600.00                | 0.00              | 0.00              | 4,600.00            |
| <u>100-1000-524000</u>                                 | Telephone and Communications              | 9,000.00                 | 9,000.00                | 0.00              | 0.00              | 9,000.00            |
| <u>100-1000-524001</u>                                 | Advertising and Promotion                 | 17,700.00                | 17,700.00               | 0.00              | 0.00              | 17,700.00           |
| <u>100-1000-524003</u>                                 | Bank and fiscal agent fees                | 61,222.50                | 61,222.50               | 0.00              | 27.65             | 61,194.85           |
| <u>100-1000-524004</u>                                 | Postage and Delivery Fees                 | 2,320.00                 | 2,320.00                | 0.00              | 0.00              | 2,320.00            |
| <u>100-1000-526000</u>                                 | Uniform Rental                            | 2,150.00                 | 2,150.00                | 80.14             | 80.14             | 2,069.86            |
| <u>100-1000-531000</u>                                 | Office Supplies                           | 13,000.00                | 13,000.00               | 1,114.34          | 1,293.30          | 11,706.70           |
| <u>100-1000-531001</u>                                 | Janitorial and General Supplies           | 0.00                     | 0.00                    | 21.31             | 21.31             | -21.31              |
| <u>100-1000-531008</u>                                 | Fuel                                      | 2,800.00                 | 2,800.00                | 33.14             | 33.14             | 2,766.86            |
| <u>100-1000-532002</u>                                 | Office Furniture and Equipment            | 3,675.00                 | 3,675.00                | 0.00              | 0.00              | 3,675.00            |
| <u>100-1000-550000</u>                                 | Professional Memberships and License Fees | 28,312.00                | 28,312.00               | 385.00            | 2,728.00          | 25,584.00           |
| <u>100-1000-550001</u>                                 | Educational Seminars and Classes          | 8,954.00                 | 8,954.00                | 275.00            | 275.00            | 8,679.00            |
| <u>100-1000-560001</u>                                 | Collections Over/Short                    | 0.00                     | 0.00                    | 53.34             | 179.05            | -179.05             |
| <u>100-1000-560005</u>                                 | Life Insurance Premiums                   | 14,287.80                | 14,287.80               | 0.00              | 1,102.44          | 13,185.36           |
| <u>100-1000-560006</u>                                 | Contingency Account                       | 50,000.00                | 50,000.00               | 0.00              | 0.00              | 50,000.00           |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

|                 |   | Original<br>Total Budget | Current<br>Total Budget | MTD Activity     | YTD Activity      | Budget<br>Remaining |
|-----------------|---|--------------------------|-------------------------|------------------|-------------------|---------------------|
| 100-1000-560007 | Community Support   | 7,868.00                 | 7,868.00                | 0.00             | 0.00              | 7,868.00            |
|                 | <b>Department: 1000 - Administration Total:</b>                                       | <b>1,335,502.70</b>      | <b>1,335,502.70</b>     | <b>87,761.46</b> | <b>141,532.44</b> | <b>1,193,970.26</b> |
|                 | <b>Department: 1001 - Human Resources</b>   |                          |                         |                  |                   |                     |
| 100-1001-511000 | Regular Salaries and Wages  | 87,406.00                | 87,406.00               | 6,319.03         | 10,254.75         | 77,151.25           |
| 100-1001-511008 | Sick Pay  | 0.00                     | 0.00                    | 240.52           | 240.52            | -240.52             |
| 100-1001-512000 | FICA  | 5,463.00                 | 5,463.00                | 380.96           | 599.24            | 4,863.76            |
| 100-1001-512001 | Medicare  | 1,224.00                 | 1,224.00                | 89.10            | 140.15            | 1,083.85            |
| 100-1001-512002 | SC Retirement   | 14,037.00                | 14,037.00               | 1,020.66         | 1,633.05          | 12,403.95           |
| 100-1001-512004 | Group Health Insurance  | 12,389.28                | 12,389.28               | 1,032.44         | 2,064.88          | 10,324.40           |
| 100-1001-512006 | Workmens Comp Ins.  | 50,000.00                | 50,000.00               | 12,057.25        | 12,057.25         | 37,942.75           |
| 100-1001-521001 | Legal Services  | 24,300.00                | 24,300.00               | 0.00             | 0.00              | 24,300.00           |
| 100-1001-524001 | Advertising and Promotion   | 1,000.00                 | 1,000.00                | 0.00             | 0.00              | 1,000.00            |
| 100-1001-524006 | Employee Screening & Testing  | 3,900.00                 | 3,900.00                | 139.00           | 139.00            | 3,761.00            |
| 100-1001-531000 | Office Supplies   | 1,000.00                 | 1,000.00                | 0.00             | 0.00              | 1,000.00            |
| 100-1001-550000 | Professional Memberships and License Fees   | 420.00                   | 420.00                  | 0.00             | 0.00              | 420.00              |
| 100-1001-550001 | Educational Seminars and Classes  | 2,130.00                 | 2,130.00                | 0.00             | 0.00              | 2,130.00            |
|                 | <b>Department: 1001 - Human Resources Total:</b>                                      | <b>203,269.28</b>        | <b>203,269.28</b>       | <b>21,278.96</b> | <b>27,128.84</b>  | <b>176,140.44</b>   |
|                 | <b>Department: 1002 - Information Services</b>  |                          |                         |                  |                   |                     |
| 100-1002-511000 | Regular Salaries and Wages  | 131,115.00               | 131,115.00              | 12,418.88        | 19,697.91         | 111,417.09          |
| 100-1002-511002 | Overtime  | 480.00                   | 480.00                  | 33.02            | 33.02             | 446.98              |
| 100-1002-511008 | Sick Pay  | 0.00                     | 0.00                    | 419.89           | -5,548.39         | 5,548.39            |
| 100-1002-512000 | FICA  | 8,225.00                 | 8,225.00                | 766.26           | 1,208.88          | 7,016.12            |
| 100-1002-512001 | Medicare  | 1,842.00                 | 1,842.00                | 179.22           | 282.75            | 1,559.25            |
| 100-1002-512002 | SC Retirement   | 21,134.00                | 21,134.00               | 2,002.83         | 3,192.14          | 17,941.86           |
| 100-1002-512004 | Group Health Insurance  | 5,398.80                 | 5,398.80                | 1,101.68         | 2,184.13          | 3,214.67            |
| 100-1002-521002 | I.S. Contracts and Services   | 273,192.51               | 273,192.51              | 1,078.09         | 12,087.37         | 261,105.14          |
| 100-1002-524000 | Telephone and Communications  | 2,880.00                 | 2,880.00                | 0.00             | 0.00              | 2,880.00            |
| 100-1002-526000 | Uniform Rental  | 804.00                   | 804.00                  | 50.40            | 50.40             | 753.60              |
| 100-1002-532000 | Small Tools and Equipment   | 1,000.00                 | 1,000.00                | 0.00             | 0.00              | 1,000.00            |
| 100-1002-532003 | Computer Hardware and Software  | 18,378.00                | 18,378.00               | 0.00             | 0.00              | 18,378.00           |
| 100-1002-550000 | Professional Memberships and License Fees   | 120.00                   | 120.00                  | 0.00             | 0.00              | 120.00              |
| 100-1002-550001 | Educational Seminars and Classes  | 6,969.00                 | 6,969.00                | 3,273.84         | 3,273.84          | 3,695.16            |
| 100-1002-550002 | Mileage Reimbursements  | 200.00                   | 200.00                  | 0.00             | 0.00              | 200.00              |
| 100-1002-951005 | Computer and Information Technology   | 3,001.00                 | 3,001.00                | 0.00             | 0.00              | 3,001.00            |
|                 | <b>Department: 1002 - Information Services Total:</b>                                 | <b>474,739.31</b>        | <b>474,739.31</b>       | <b>21,324.11</b> | <b>36,462.05</b>  | <b>438,277.26</b>   |
|                 | <b>Department: 1010 - Board of Commissioners</b>                                      |                          |                         |                  |                   |                     |
| 100-1010-511009 | Board of Commissioners Pay  | 6,000.00                 | 6,000.00                | 300.00           | 1,150.00          | 4,850.00            |
| 100-1010-512000 | FICA  | 375.00                   | 375.00                  | 18.60            | 71.30             | 303.70              |
| 100-1010-512001 | Medicare  | 84.00                    | 84.00                   | 4.38             | 16.73             | 67.27               |
| 100-1010-512002 | SC Retirement   | 290.00                   | 290.00                  | 23.34            | 93.36             | 196.64              |
| 100-1010-524000 | Telephone and Communications  | 4,320.00                 | 4,320.00                | 0.00             | 0.00              | 4,320.00            |
| 100-1010-532003 | Computer Hardware and Software  | 3,213.00                 | 3,213.00                | 0.00             | 0.00              | 3,213.00            |
| 100-1010-550001 | Educational Seminars and Classes  | 5,500.00                 | 5,500.00                | 0.00             | 0.00              | 5,500.00            |
| 100-1010-550002 | Mileage Reimbursements  | 3,600.00                 | 3,600.00                | 0.00             | 0.00              | 3,600.00            |
| 100-1010-560004 | Board Meeting Expense   | 3,250.00                 | 3,250.00                | 26.81            | 26.81             | 3,223.19            |
|                 | <b>Department: 1010 - Board of Commissioners Total:</b>                               | <b>26,632.00</b>         | <b>26,632.00</b>        | <b>373.13</b>    | <b>1,358.20</b>   | <b>25,273.80</b>    |
|                 | <b>Department: 1997 - Depreciation</b>  |                          |                         |                  |                   |                     |
| 100-1997-560002 | Depreciation Expense  | 500,000.00               | 500,000.00              | 0.00             | 0.00              | 500,000.00          |
|                 | <b>Department: 1997 - Depreciation Total:</b>   | <b>500,000.00</b>        | <b>500,000.00</b>       | <b>0.00</b>      | <b>0.00</b>       | <b>500,000.00</b>   |
|                 | <b>Department: 1998 - District-Wide Employee Support, Promotion &amp; Retent</b>      |                          |                         |                  |                   |                     |
| 100-1998-550004 | In-House Training and Development   | 25,200.00                | 25,200.00               | 0.00             | 0.00              | 25,200.00           |
| 100-1998-551000 | Employee Appreciation   | 14,302.00                | 14,302.00               | 0.00             | 312.00            | 13,990.00           |
| 100-1998-551001 | Tuition Assistance  | 6,000.00                 | 6,000.00                | 0.00             | 70.55             | 5,929.45            |
| 100-1998-551002 | Crisis Fund   | 2,500.00                 | 2,500.00                | 0.00             | 0.00              | 2,500.00            |
|                 | <b>Department: 1998 - District-Wide Employee Support, Promotion &amp; Retent To..</b> | <b>48,002.00</b>         | <b>48,002.00</b>        | <b>0.00</b>      | <b>382.55</b>     | <b>47,619.45</b>    |
|                 | <b>Department: 1999 - Operational Non-Departmental</b>                                |                          |                         |                  |                   |                     |
| 100-1999-512005 | Retiree Health Insurance  | 78,000.00                | 78,000.00               | 10,429.96        | 15,644.94         | 62,355.06           |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

|   |  | Original<br>Total Budget | Current<br>Total Budget | MTD Activity     | YTD Activity     | Budget<br>Remaining |
|---|--|--------------------------|-------------------------|------------------|------------------|---------------------|
| <u>100-1999-512008</u>  | Flex Spending Admin Fee Expense                | 0.00                     | 0.00                    | 22.56            | 45.12            | -45.12              |
| <u>100-1999-512009</u>  | PEBA Admin Fee Expense                         | 0.00                     | 0.00                    | 130.50           | 258.00           | -258.00             |
| <u>100-1999-521005</u>  | Other Contractual Services                     | 11,422.00                | 11,422.00               | 707.17           | 1,186.76         | 10,235.24           |
| <u>100-1999-523000</u>  | Electricity                                    | 33,600.00                | 33,600.00               | 2,761.04         | 3,125.54         | 30,474.46           |
| <u>100-1999-523001</u>  | Natural Gas                                    | 6,000.00                 | 6,000.00                | 46.39            | 46.39            | 5,953.61            |
| <u>100-1999-523002</u>  | Water and Sewer                                | 5,400.00                 | 5,400.00                | 551.30           | 551.30           | 4,848.70            |
| <u>100-1999-524000</u>  | Telephone and Communications                   | 47,400.00                | 47,400.00               | 3,530.71         | 7,636.02         | 39,763.98           |
| <u>100-1999-524002</u>  | General Property & Liability Insurance         | 78,000.00                | 78,000.00               | 4,951.00         | 37,808.55        | 40,191.45           |
| <u>100-1999-531001</u>  | Janitorial and General Supplies                | 4,000.00                 | 4,000.00                | 79.22            | 147.62           | 3,852.38            |
| <u>100-1999-532002</u>  | Office Furniture and Equipment                 | 44,000.00                | 44,000.00               | 0.00             | 0.00             | 44,000.00           |
| <b>Department: 1999 - Operational Non-Departmental Total:</b> |  | <b>307,822.00</b>        | <b>307,822.00</b>       | <b>23,209.85</b> | <b>66,450.24</b> | <b>241,371.76</b>   |
| <b>Department: 2000 - Engineering</b>                         |  |                          |                         |                  |                  |                     |
| <u>100-2000-511000</u>  | Regular Salaries and Wages                     | 240,038.00               | 240,038.00              | 13,951.03        | 29,356.19        | 210,681.81          |
| <u>100-2000-511002</u>  | Overtime                                       | 2,300.00                 | 2,300.00                | 0.00             | 0.00             | 2,300.00            |
| <u>100-2000-511008</u>  | Sick Pay                                       | 0.00                     | 0.00                    | 972.56           | 972.56           | -972.56             |
| <u>100-2000-512000</u>  | FICA   | 15,146.00                | 15,146.00               | 877.98           | 1,393.18         | 13,752.82           |
| <u>100-2000-512001</u>  | Medicare                                       | 3,393.00                 | 3,393.00                | 205.32           | 325.81           | 3,067.19            |
| <u>100-2000-512002</u>  | SC Retirement                                  | 38,919.00                | 38,919.00               | 2,322.12         | 3,733.81         | 35,185.19           |
| <u>100-2000-512004</u>  | Group Health Insurance                         | 22,863.36                | 22,863.36               | 1,468.86         | 2,937.72         | 19,925.64           |
| <u>100-2000-521005</u>  | Other Contractual Services                     | 11,460.00                | 11,460.00               | 6,805.98         | 6,805.98         | 4,654.02            |
| <u>100-2000-522002</u>  | Vehicle Repairs and Maintenance                | 5,090.00                 | 5,090.00                | 0.00             | 0.00             | 5,090.00            |
| <u>100-2000-524000</u>  | Telephone and Communications                   | 4,332.00                 | 4,332.00                | 0.00             | 0.00             | 4,332.00            |
| <u>100-2000-526000</u>  | Uniform Rental                                 | 1,680.00                 | 1,680.00                | 74.60            | 74.60            | 1,605.40            |
| <u>100-2000-531000</u>  | Office Supplies                                | 2,500.00                 | 2,500.00                | 45.15            | 45.15            | 2,454.85            |
| <u>100-2000-531003</u>  | Safety Gear and Supplies                       | 1,650.00                 | 1,650.00                | 107.60           | 107.60           | 1,542.40            |
| <u>100-2000-531008</u>  | Fuel   | 7,105.00                 | 7,105.00                | 373.21           | 373.21           | 6,731.79            |
| <u>100-2000-532000</u>  | Small Tools and Equipment                      | 3,850.00                 | 3,850.00                | 0.00             | 0.00             | 3,850.00            |
| <u>100-2000-550000</u>  | Professional Memberships and License Fees      | 1,300.00                 | 1,300.00                | 0.00             | 0.00             | 1,300.00            |
| <u>100-2000-550001</u>  | Educational Seminars and Classes               | 6,595.00                 | 6,595.00                | 0.00             | 0.00             | 6,595.00            |
| <u>100-2000-951004</u>  | Vehicles                                       | 35,000.00                | 35,000.00               | 0.00             | 0.00             | 35,000.00           |
| <b>Department: 2000 - Engineering Total:</b>                  |  | <b>403,221.36</b>        | <b>403,221.36</b>       | <b>27,204.41</b> | <b>46,125.81</b> | <b>357,095.55</b>   |
| <b>Department: 3000 - Distribution (Maintenance)</b>          |  |                          |                         |                  |                  |                     |
| <u>100-3000-511000</u>  | Regular Salaries and Wages                     | 655,336.00               | 655,336.00              | 37,519.28        | 62,439.64        | 592,896.36          |
| <u>100-3000-511002</u>  | Overtime                                       | 38,370.00                | 38,370.00               | 2,884.85         | 5,450.89         | 32,919.11           |
| <u>100-3000-511008</u>  | Sick Pay                                       | 0.00                     | 0.00                    | 2,310.66         | 3,258.97         | -3,258.97           |
| <u>100-3000-512000</u>  | FICA   | 43,357.00                | 43,357.00               | 2,517.16         | 4,141.95         | 39,215.05           |
| <u>100-3000-512001</u>  | Medicare                                       | 9,712.00                 | 9,712.00                | 588.65           | 968.64           | 8,743.36            |
| <u>100-3000-512002</u>  | SC Retirement                                  | 111,409.00               | 111,409.00              | 6,646.41         | 11,070.85        | 100,338.15          |
| <u>100-3000-512004</u>  | Group Health Insurance                         | 94,484.64                | 94,484.64               | 6,366.64         | 13,174.67        | 81,309.97           |
| <u>100-3000-521005</u>  | Other Contractual Services                     | 31,280.00                | 31,280.00               | 1,667.08         | 1,667.08         | 29,612.92           |
| <u>100-3000-522000</u>  | Building and Grounds Repairs and Maintenanc... | 36,194.00                | 36,194.00               | 538.36           | 1,332.36         | 34,861.64           |
| <u>100-3000-522001</u>  | Equipment and Machinery Repairs and Maint...   | 20,000.00                | 20,000.00               | 797.30           | 797.30           | 19,202.70           |
| <u>100-3000-522002</u>  | Vehicle Repairs and Maintenance                | 27,850.00                | 27,850.00               | 424.53           | 424.53           | 27,425.47           |
| <u>100-3000-524000</u>  | Telephone and Communications                   | 14,260.00                | 14,260.00               | 0.00             | 0.00             | 14,260.00           |
| <u>100-3000-525000</u>  | Hauling and tipping fees                       | 4,200.00                 | 4,200.00                | 50.00            | 160.00           | 4,040.00            |
| <u>100-3000-526000</u>  | Uniform Rental                                 | 10,490.00                | 10,490.00               | 951.07           | 951.07           | 9,538.93            |
| <u>100-3000-526001</u>  | Equipment Rental                               | 19,000.00                | 19,000.00               | 0.00             | 0.00             | 19,000.00           |
| <u>100-3000-531002</u>  | Shop Supplies and Materials                    | 20,000.00                | 20,000.00               | 4,044.77         | 4,044.77         | 15,955.23           |
| <u>100-3000-531003</u>  | Safety Gear and Supplies                       | 15,350.00                | 15,350.00               | 0.00             | 0.00             | 15,350.00           |
| <u>100-3000-531004</u>  | Patching and Paving Materials                  | 22,000.00                | 22,000.00               | 1,073.34         | 1,073.34         | 20,926.66           |
| <u>100-3000-531008</u>  | Fuel   | 36,300.00                | 36,300.00               | 1,968.75         | 1,968.75         | 34,331.25           |
| <u>100-3000-531010</u>  | Inventory Parts and Supplies                   | 150,000.00               | 150,000.00              | 0.00             | 819.12           | 149,180.88          |
| <u>100-3000-531011</u>  | Inventory Shrink/Overage                       | 0.00                     | 0.00                    | 0.00             | -819.12          | 819.12              |
| <u>100-3000-532000</u>  | Small Tools and Equipment                      | 15,150.00                | 15,150.00               | 1,125.56         | 1,125.56         | 14,024.44           |
| <u>100-3000-541002</u>  | Licenses and Permits                           | 100.00                   | 100.00                  | 0.00             | 0.00             | 100.00              |
| <u>100-3000-550000</u>  | Professional Memberships and License Fees      | 1,965.00                 | 1,965.00                | 0.00             | 0.00             | 1,965.00            |
| <u>100-3000-550001</u>  | Educational Seminars and Classes               | 4,200.00                 | 4,200.00                | 0.00             | 0.00             | 4,200.00            |
| <u>100-3000-951001</u>  | Buildings                                      | 71,500.00                | 71,500.00               | 0.00             | 0.00             | 71,500.00           |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

|  |   | Original<br>Total Budget | Current<br>Total Budget | MTD Activity     | YTD Activity      | Budget<br>Remaining |
|--|---|--------------------------|-------------------------|------------------|-------------------|---------------------|
| 100-3000-951004                        | Vehicles  | 0.00                     | 0.00                    | 517.00           | 517.00            | -517.00             |
|  | <b>Department: 3000 - Distribution (Maintenance) Total:</b> | <b>1,452,507.64</b>      | <b>1,452,507.64</b>     | <b>71,991.41</b> | <b>114,567.37</b> | <b>1,337,940.27</b> |
| <b>Department: 4000 - Meter</b>        |   |                          |                         |                  |                   |                     |
| 100-4000-511000                        | Regular Salaries and Wages                                  | 147,249.00               | 147,249.00              | 11,683.42        | 19,409.08         | 127,839.92          |
| 100-4000-511002                        | Overtime  | 19,000.00                | 19,000.00               | 1,003.63         | 2,706.94          | 16,293.06           |
| 100-4000-511008                        | Sick Pay  | 0.00                     | 0.00                    | 822.48           | 1,156.24          | -1,156.24           |
| 100-4000-512000                        | FICA  | 10,391.00                | 10,391.00               | 807.22           | 1,382.13          | 9,008.87            |
| 100-4000-512001                        | Medicare  | 2,327.00                 | 2,327.00                | 188.79           | 323.24            | 2,003.76            |
| 100-4000-512002                        | SC Retirement   | 26,700.00                | 26,700.00               | 2,102.08         | 3,621.15          | 23,078.85           |
| 100-4000-512004                        | Group Health Insurance                                      | 20,948.16                | 20,948.16               | 1,745.68         | 3,491.36          | 17,456.80           |
| 100-4000-521004                        | Maintenance Contracts                                       | 56,245.60                | 56,245.60               | 0.00             | 0.00              | 56,245.60           |
| 100-4000-521005                        | Other Contractual Services                                  | 1,656.00                 | 1,656.00                | 103.80           | 103.80            | 1,552.20            |
| 100-4000-522002                        | Vehicle Repairs and Maintenance                             | 16,500.00                | 16,500.00               | 74.93            | 143.17            | 16,356.83           |
| 100-4000-524000                        | Telephone and Communications                                | 8,040.00                 | 8,040.00                | 190.05           | 190.05            | 7,849.95            |
| 100-4000-526000                        | Uniform Rental  | 4,000.00                 | 4,000.00                | 166.19           | 166.19            | 3,833.81            |
| 100-4000-531002                        | Shop Supplies and Materials                                 | 8,000.00                 | 8,000.00                | 263.02           | 294.33            | 7,705.67            |
| 100-4000-531005                        | Meters Supplies and Appurtenances                           | 450,000.00               | 450,000.00              | 0.00             | 0.00              | 450,000.00          |
| 100-4000-531008                        | Fuel  | 12,000.00                | 12,000.00               | 915.63           | 915.63            | 11,084.37           |
| 100-4000-531010                        | Inventory Parts & Supplies                                  | 183,802.25               | 183,802.25              | 0.00             | 0.00              | 183,802.25          |
| 100-4000-532000                        | Small Tools and Equipment                                   | 13,000.00                | 13,000.00               | 0.00             | 0.00              | 13,000.00           |
| 100-4000-550000                        | Professional Memberships and License Fees                   | 250.00                   | 250.00                  | 0.00             | 0.00              | 250.00              |
| 100-4000-550001                        | Educational Seminars and Classes                            | 3,000.00                 | 3,000.00                | 0.00             | 0.00              | 3,000.00            |
| 100-4000-951004                        | Vehicles  | 25,585.00                | 25,585.00               | 0.00             | 0.00              | 25,585.00           |
|  | <b>Department: 4000 - Meter Total:</b>                      | <b>1,008,694.01</b>      | <b>1,008,694.01</b>     | <b>20,066.92</b> | <b>33,903.31</b>  | <b>974,790.70</b>   |
| <b>Department: 5000 - Filter Plant</b> |   |                          |                         |                  |                   |                     |
| 100-5000-511000                        | Regular Salaries and Wages                                  | 618,064.00               | 618,064.00              | 40,413.05        | 66,028.77         | 552,035.23          |
| 100-5000-511002                        | Overtime  | 78,500.00                | 78,500.00               | 4,115.36         | 7,778.37          | 70,721.63           |
| 100-5000-511008                        | Sick Pay  | 0.00                     | 0.00                    | 752.56           | 821.65            | -821.65             |
| 100-5000-512000                        | FICA  | 43,535.00                | 43,535.00               | 2,676.81         | 4,365.74          | 39,169.26           |
| 100-5000-512001                        | Medicare  | 9,752.00                 | 9,752.00                | 626.04           | 1,021.03          | 8,730.97            |
| 100-5000-512002                        | SC Retirement   | 111,868.00               | 111,868.00              | 7,045.72         | 11,612.23         | 100,255.77          |
| 100-5000-512004                        | Group Health Insurance                                      | 86,319.84                | 86,319.84               | 5,724.46         | 11,448.92         | 74,870.92           |
| 100-5000-521003                        | Engineering Contracts and Services                          | 20,000.00                | 20,000.00               | 0.00             | 0.00              | 20,000.00           |
| 100-5000-521004                        | Maintenance Contracts                                       | 42,410.00                | 42,410.00               | 1,408.00         | 1,516.00          | 40,894.00           |
| 100-5000-521005                        | Other Contractual Services                                  | 327.60                   | 327.60                  | 125.95           | 363.87            | -36.27              |
| 100-5000-522000                        | Building and Grounds Repairs and Maintenan...               | 11,862.30                | 11,862.30               | 63.88            | 488.88            | 11,373.42           |
| 100-5000-522001                        | Equipment and Machinery Repairs and Maint...                | 1,000.00                 | 1,000.00                | 0.00             | 0.00              | 1,000.00            |
| 100-5000-522002                        | Vehicle Repairs and Maintenance                             | 624.00                   | 624.00                  | 0.00             | 0.00              | 624.00              |
| 100-5000-522004                        | Water Filtration System Repairs and Mainten...              | 93,372.00                | 93,372.00               | 531.14           | 2,574.63          | 90,797.37           |
| 100-5000-523000                        | Electricity   | 190,000.00               | 190,000.00              | 16,507.14        | 16,507.14         | 173,492.86          |
| 100-5000-523001                        | Natural Gas   | 10,000.00                | 10,000.00               | 34.07            | 34.07             | 9,965.93            |
| 100-5000-524000                        | Telephone and Communications                                | 22,560.00                | 22,560.00               | 461.20           | 461.20            | 22,098.80           |
| 100-5000-524004                        | Postage and Delivery Fees                                   | 1,640.00                 | 1,640.00                | 0.00             | 0.00              | 1,640.00            |
| 100-5000-525000                        | Hauling and tipping fees                                    | 54,060.00                | 54,060.00               | 5,216.20         | 6,936.20          | 47,123.80           |
| 100-5000-526000                        | Uniform Rental  | 6,287.96                 | 6,287.96                | 380.60           | 499.39            | 5,788.57            |
| 100-5000-526001                        | Equipment Rental  | 10,000.00                | 10,000.00               | 0.00             | 0.00              | 10,000.00           |
| 100-5000-526002                        | Other Rentals   | 1,296.00                 | 1,296.00                | 0.00             | 0.00              | 1,296.00            |
| 100-5000-531001                        | Janitorial and General Supplies                             | 4,500.00                 | 4,500.00                | 0.00             | 625.18            | 3,874.82            |
| 100-5000-531006                        | Laboratory Supplies and Materials                           | 55,250.00                | 55,250.00               | 499.45           | 6,268.09          | 48,981.91           |
| 100-5000-531007                        | Chemicals   | 410,000.00               | 410,000.00              | 12,409.16        | 26,233.08         | 383,766.92          |
| 100-5000-531008                        | Fuel  | 2,775.00                 | 2,775.00                | 221.07           | 221.07            | 2,553.93            |
| 100-5000-532000                        | Small Tools and Equipment                                   | 55,867.00                | 36,995.37               | 0.00             | 0.00              | 36,995.37           |
| 100-5000-541000                        | Testing   | 13,308.00                | 13,308.00               | 0.00             | 995.00            | 12,313.00           |
| 100-5000-541002                        | Licenses, Permits & Fees                                    | 21,352.00                | 21,352.00               | 19,196.00        | 20,586.00         | 766.00              |
| 100-5000-550000                        | Professional Memberships and License Fees                   | 1,200.00                 | 1,200.00                | 243.00           | 243.00            | 957.00              |
| 100-5000-550001                        | Educational Seminars and Classes                            | 6,778.00                 | 6,778.00                | 14.00            | 14.00             | 6,764.00            |
| 100-5000-560010                        | Miscellaneous   | 350.00                   | 350.00                  | 27.62            | 27.62             | 322.38              |
| 100-5000-951002                        | Plant Equipment   | 142,657.00               | 142,657.00              | 0.00             | 0.00              | 142,657.00          |
| 100-5000-951003                        | Equipment   | 9,000.00                 | 9,000.00                | 0.00             | 0.00              | 9,000.00            |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

|                        |   | Original<br>Total Budget | Current<br>Total Budget | MTD Activity      | YTD Activity      | Budget<br>Remaining |
|------------------------|---|--------------------------|-------------------------|-------------------|-------------------|---------------------|
| <u>100-5000-951006</u> | Electronic Equipment                            | 0.00                     | 18,871.63               | 0.00              | 0.00              | 18,871.63           |
|                        | Department: 5000 - Filter Plant Total:          | 2,136,515.70             | 2,136,515.70            | 118,692.48        | 187,671.13        | 1,948,844.57        |
|                        | Function: 1000 - Operating Expenses Total:      | 7,896,906.00             | 7,896,906.00            | 391,902.73        | 655,581.94        | 7,241,324.06        |
|                        | <b>Function: 9500 - Non-Operating Expense</b>   |                          |                         |                   |                   |                     |
|                        | <b>Department: 9500 - Non-Operating Expense</b> |                          |                         |                   |                   |                     |
| <u>100-9500-710001</u> | Debt Service Interest Expense                   | 579,025.00               | 579,025.00              | 0.00              | 14,502.08         | 564,522.92          |
|                        | Department: 9500 - Non-Operating Expense Total: | 579,025.00               | 579,025.00              | 0.00              | 14,502.08         | 564,522.92          |
|                        | Function: 9500 - Non-Operating Expense Total:   | 579,025.00               | 579,025.00              | 0.00              | 14,502.08         | 564,522.92          |
|                        | Expense Total:                                  | 8,475,931.00             | 8,475,931.00            | 391,902.73        | 670,084.02        |                     |
|                        | <b>Total Surplus (Deficit):</b>                 | <b>0.00</b>              | <b>0.00</b>             | <b>345,231.23</b> | <b>246,533.50</b> |                     |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

Group Summary

| Department  | Original<br>Total Budget | Current<br>Total Budget | MTD Activity      | YTD Activity      | Budget<br>Remaining |
|---|--------------------------|-------------------------|-------------------|-------------------|---------------------|
| <b>Revenue</b>  |                          |                         |                   |                   |                     |
| <b>Function: 0100 - Operating Revenue</b>                 |                          |                         |                   |                   |                     |
| 0100 - Operating Revenue                                  | 8,417,931.00             | 8,417,931.00            | 736,213.31        | 914,349.35        | 7,503,581.65        |
| <b>Function: 0100 - Operating Revenue Total:</b>          | <b>8,417,931.00</b>      | <b>8,417,931.00</b>     | <b>736,213.31</b> | <b>914,349.35</b> | <b>7,503,581.65</b> |
| <b>Function: 9000 - Non-Operating Revenue</b>             |                          |                         |                   |                   |                     |
| 9000 - Non-Operating Revenue                              | 58,000.00                | 58,000.00               | 920.65            | 2,268.17          | 55,731.83           |
| <b>Function: 9000 - Non-Operating Revenue Total:</b>      | <b>58,000.00</b>         | <b>58,000.00</b>        | <b>920.65</b>     | <b>2,268.17</b>   | <b>55,731.83</b>    |
| <b>Revenue Total:</b>                                     | <b>8,475,931.00</b>      | <b>8,475,931.00</b>     | <b>737,133.96</b> | <b>916,617.52</b> | <b>7,559,313.48</b> |
| <b>Expense</b>  |                          |                         |                   |                   |                     |
| <b>Function: 1000 - Operating Expenses</b>                |                          |                         |                   |                   |                     |
| 1000 - Administration                                     | 1,335,502.70             | 1,335,502.70            | 87,761.46         | 141,532.44        | 1,193,970.26        |
| 1001 - Human Resources                                    | 203,269.28               | 203,269.28              | 21,278.96         | 27,128.84         | 176,140.44          |
| 1002 - Information Services                               | 474,739.31               | 474,739.31              | 21,324.11         | 36,462.05         | 438,277.26          |
| 1010 - Board of Commissioners                             | 26,632.00                | 26,632.00               | 373.13            | 1,358.20          | 25,273.80           |
| 1997 - Depreciation                                       | 500,000.00               | 500,000.00              | 0.00              | 0.00              | 500,000.00          |
| 1998 - District-Wide Employee Support, Promotion & Retent | 48,002.00                | 48,002.00               | 0.00              | 382.55            | 47,619.45           |
| 1999 - Operational Non-Departmental                       | 307,822.00               | 307,822.00              | 23,209.85         | 66,450.24         | 241,371.76          |
| 2000 - Engineering  | 403,221.36               | 403,221.36              | 27,204.41         | 46,125.81         | 357,095.55          |
| 3000 - Distribution (Maintenance)                         | 1,452,507.64             | 1,452,507.64            | 71,991.41         | 114,567.37        | 1,337,940.27        |
| 4000 - Meter  | 1,008,694.01             | 1,008,694.01            | 20,066.92         | 33,903.31         | 974,790.70          |
| 5000 - Filter Plant                                       | 2,136,515.70             | 2,136,515.70            | 118,692.48        | 187,671.13        | 1,948,844.57        |
| <b>Function: 1000 - Operating Expenses Total:</b>         | <b>7,896,906.00</b>      | <b>7,896,906.00</b>     | <b>391,902.73</b> | <b>655,581.94</b> | <b>7,241,324.06</b> |
| <b>Function: 9500 - Non-Operating Expense</b>             |                          |                         |                   |                   |                     |
| 9500 - Non-Operating Expense                              | 579,025.00               | 579,025.00              | 0.00              | 14,502.08         | 564,522.92          |
| <b>Function: 9500 - Non-Operating Expense Total:</b>      | <b>579,025.00</b>        | <b>579,025.00</b>       | <b>0.00</b>       | <b>14,502.08</b>  | <b>564,522.92</b>   |
| <b>Expense Total:</b>                                     | <b>8,475,931.00</b>      | <b>8,475,931.00</b>     | <b>391,902.73</b> | <b>670,084.02</b> | <b>7,805,846.98</b> |
| <b>Total Surplus (Deficit):</b>                           | <b>0.00</b>              | <b>0.00</b>             | <b>345,231.23</b> | <b>246,533.50</b> |                     |

Statement of Revenue and Expense

For Fiscal: 2020 - 2021 Period Ending: 08/31/2020

**Fund Summary**

| Fund                            | Original<br>Total Budget | Current<br>Total Budget | MTD Activity      | YTD Activity      | Budget<br>Remaining |
|---------------------------------|--------------------------|-------------------------|-------------------|-------------------|---------------------|
| 100 - Operations Fund           | 0.00                     | 0.00                    | 345,231.23        | 246,533.50        | -246,533.50         |
| <b>Total Surplus (Deficit):</b> | <b>0.00</b>              | <b>0.00</b>             | <b>345,231.23</b> | <b>246,533.50</b> |                     |