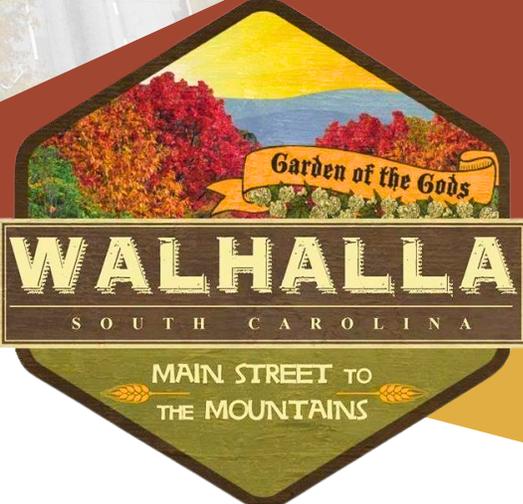


CITY OF WALHALLA, SC

ANNUAL BUDGET

# FY 2024 BUDGET

May 16, 2023



Mr. Danny Edwards, Mayor

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

June 21, 2023

City of Walhalla  
City Council  
206 N. Church Street  
Walhalla, SC 29691

Dear Honorable Mayor and Council Members,

It is my pleasure to present the 2024 fiscal year budget. This budget continues what we began last year as it incorporates all the multiple budgets into one unified budget document and ordinance. This budget also continues financial policies and continues the capital improvement fund. The capital improvement fund has been invaluable in helping us set aside funds to make much needed capital replacements and improvements in our equipment. In addition, this budget meets the goals and objectives of council that was adopted earlier in the budget process.

Notable aspects of this budget include creation of a retiree healthcare fund, funding of 3 new part time recreation staff members and a full-time administrative assistant for the city administrator. It also includes replacement of excavator for the utilities department and replacing out of date fire turnout gear. We are also paying off several lease purchases to reduce the debt load from both the general and enterprise funds. This budget document also accounts for all our financial assets.

Execution of this budget will take superb cash management and coordination of purchases city wide. Inflation is still alive and well. FY 24 will present several challenges with respect to multiple large scale construction projects. Funds must be managed in order to maintain the appropriate fund balance while meeting grant match requirements.

We must work hard this next year and upcoming years to increase our revenues to meet the growing demands that require our services. New and innovative ways must be implemented in order to maintain our current and expected standard. We have met the challenges thus far but must work hard to continue.

I appreciate staff and councils' effort and support in this year's budget process. We look forward to another successful year.

Sincerely I am,



Timothy B. Burton  
City Administrator

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE NO. 2023-13

CITY OF WALHALLA )

**AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR GENERAL, WATER, SEWER, AND HOSPITALITY FUNDS, HEREIN KNOWN AS THE "UNIFIED BUDGET OF THE CITY OF WALHALLA, SOUTH CAROLINA" FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024, AND OTHER MATTERS RELATED THERETO.**

**WHEREAS**, The City of Walhalla desires to collect a tax and fee for the operation of the general fund and;

**WHEREAS**, The City of Walhalla desires to collect a fee for the operation of the water and sewer funds and;

**WHEREAS**, The City of Walhalla desires to collect a tax for the sole purpose of promoting tourism and/or tourism related activities and;

**WHEREAS**, The City of Walhalla recognizes the importance of long-range capital planning and;

**WHEREAS**, The City of Walhalla deems it necessary to establish a fund to meet those capital needs now and in the future;

**WHEREAS**, The City of Walhalla recognizes the importance of sound accounting and financial principles and;

**WHEREAS**, The City of Walhalla wishes to adopt a unified budget and;

**BE IT ORDAINED** by the governing body of the City of Walhalla in Council duly assembled and by the authority of the same:

**ARTICLE I**

The following amounts are appropriated for fiscal year 2023-2024 of the City of Walhalla, SC for operation and maintenance of the city and its utilities.

## Revenues

General Fund	\$5,695,463.00
Water	\$4,874,661.70
Sewer	\$192,747.00
Hospitally	\$290,000.00
<b>Total Revenues</b>	<b>\$11,052,871.70</b>

## Expenditures

<b>General Fund Total</b>	<b>\$5,695,463.00</b>
<i>Parks and Recreation</i>	\$492,233.00
<i>General Properties</i>	\$888,809.00
<i>Court</i>	\$72,488.00
<i>Street Department</i>	\$1,221,225.00
<i>Fire</i>	\$854,834.00
<i>Community Development</i>	\$207,784.00
<i>Administration</i>	\$431,156.00
<i>Police</i>	\$1,526,934.00
<b>Hospitality Total</b>	<b>\$391,500.00</b>
<b>Water Total</b>	<b>\$4,874,661.70</b>
<i>Water Billing</i>	\$536,580.00
<i>Water Crew</i>	\$2,214,868.70
<i>Water Plant</i>	\$2,123,213.00
<b>Sewer Total</b>	<b>\$192,747.00</b>

## ARTICLE II

### SECTION 1.

That the prepared general fund budget and the estimated revenue for the payment of same are hereby adopted and is made part hereof as fully as if incorporated herein and a copy thereof is hereto attached and also be known as the current approved fiscal year budget document;

### SECTION 2

The schedule of fees is listed in Appendix A of the current approved fiscal year budget document;

### SECTION 3.

That the City has complied with the S.C. Code 6-1-80 which requires that a municipality shall provide notice to the public by advertising the public hearing before the adoption of its budget for the next fiscal year in at least one South Carolina paper of general circulation in the area;

### SECTION 4.

That the tax to cover the period July 1, 2023 through June 30, 2024, both inclusive of the sums and in the manner hereafter mentioned is and shall be levied, collected and paid to the treasury of the City of Walhalla for the use and service thereof; that is a tax of eight dollars and forty cents (\$8.40) for every one hundred dollars (\$100.00) assessed value of all real estate and personal property owned and used in the City of Walhalla, except that which is exempt pursuant to South Carolina law, is levied and shall be paid to the City Treasury improvements, and current expenses of the City, such tax shall constitute a levy to eighty-four (84) mills against all property which is assembled by Oconee County for tax purposes;

### SECTION 5.

The billing dates, the penalty dates and the amount of penalty, which shall be levied for delinquent taxes, shall be as follows:

Tax notices shall be issued on before September 20, 2023, providing for payment on or before January 1, 2024, with penalty of three percent (3%) if paid by January 15, 2024, and execution with another three percent (3%) will be issued if paid after March 15, 2024. Cost of levy, advertisement and sale shall be added as additional costs on all property of a defaulting taxpayer;

### SECTION 6.

The Tax Collector Oconee County shall be responsible for the collection of all delinquent taxes and to levy and sell all property to defaulting taxpayer:

**SECTION 7.**

That the City Council shall administer this budget and City Administrator and/or Finance Director shall authorize the transfer of funds within departments of the City and lease purchases deemed necessary and appropriate:

**SECTION 8.**

All new and existing business proposing to exercise, carry on any trade, or show intent to do business, shall procure a license before commencing such trade, business, or profession in accordance with the provisions of Ordinance 2021-29 AN ORDINANCE TO REPEAL ORDINANCE 2020-18 AND ADOPT A NEW BUSINESS LICENSE ORDINANCE IN ACCORDANCE WITH THE BUSINESS LICENSE STANDARDIZATION ACT (2020 ACT NO. 176) -

**SECTION 9.**

There will be an interfund transfer from FY 2024 Water Budget of \$600,000.

**ARTICLE III**

**SECTION 1.**

That the prepared water and sewer budget and the estimated revenue for the payment of same, are hereby adopted and is made part hereof as fully as if incorporated herein and a copy thereof is hereto attached and also known as the current approved fiscal year budget document;

**SECTION 2**

The schedule of fees is listed in Appendix A of the current approved fiscal year budget document;

Walhalla will collect and remit fees set by Oconee Joint Regional Sewer Authority monthly. These fees will not be included in revenues;

**SECTION 3.**

That the City Council shall administer this budget and the City Administrator and/or the Finance Director may authorize the transfer of funds within the Water Department and Sewer Department, lease purchases as deemed necessary and appropriate;

**SECTION 4.**

As designated by the Walhalla City Council, an interfund transfer of \$600,000 to the General Fund for obligations.

## ARTICLE IV

### SECTION 1.

That a 2% hospitality tax will be collected for the period of July 1, 2023, through June 30, 2024 and will be used for the sole purpose of promoting tourism and/or tourism related activities.

## ARTICLE V

### Financial Policies

#### I. Purpose

The purpose of this policy is to define the fiscal procedures for the development and execution of the city's operating and capital outlay budgets, along with the management of the city's debt and economic investments. Undergirding these procedures and this policy are the principles of sound fiscal management, fiscal stability, Generally Accepted Accounting Principles (GAAP) and the mission and vision of City Council.

#### II. Operating Budget Policy

The annual operating budget is the vehicle through which City Council authorizes City government to fund operations during a specific fiscal year for specific purposes and which establishes the economic resources that are required to support these activities. The budget is a fiscal, planning, and policy document, reflecting the allocation of limited revenues among diverse uses.

- A. According to the laws of the State of South Carolina, the city will adopt a balanced operating budget, annually, and provide full disclosure when a deviation from a balanced operating budget is planned or when it occurs.
- B. The term of the fiscal year is July 1 – June 30.
- C. The City Administrator will monitor the financial condition of the city and estimate present and future financial needs.
- D. Department heads will be accountable for the implementing department budgets in a manner that accomplishes the programs and objectives for which the budgets were authorized, and ensuring that their respective budgets stay within the prescribed funding levels.
- E. Departments must stay within budget by each major expense category of personnel, operating, and capital; Budget transfers or shifts in departmental budgets must be authorized by the City Administrator; provided that overall budget appropriations do not change without the approval of the City Council.
- F. The city will develop a program to integrate performance measures and productivity indicators with the annual budget.

- G. The city will maintain a risk management program to provide for protection against loss and a reduction in exposure to liability.

### III. Revenues

The city will maximize and diversify its revenue base to raise sufficient revenue to support essential city services and to maintain services during periods of declining economic activity. The city must be sensitive to the balance between the need for services and the city's ability to raise fees, charges, and taxes to support those services.

- A. The city shall conservatively estimate annual revenue increases.
- B. All surpluses above the budgeted revenue estimates will be available to the city for appropriation through the city's budget monitoring and approval processes. Additional appropriations will be used for activities that support the function or program generating the additional fees.
- C. Overall revenue shortfalls requiring additional discretionary General Fund resources will result in a city current appropriation level reduction. In the event of a current fiscal year projected total revenue shortfall, the city will document other offsetting revenues or reduce its budget within the regular budget monitoring process. Transfers from the city's General Fund balance to cover revenue shortfalls shall not occur without City Council authorization.
- D. The city will maintain a diversified and stable revenue base to reduce the effects of short-term fluctuations in any one revenue source.
- E. All enterprise funds will be self-supporting. The city will establish all user charges fees at a level related to the full costs (operating, direct, indirect and capital) of providing the service. The city will review these fees & charges annually in the budget process and target rates that meet the cost to provide the service.
- F. Charges for services that benefit specific users should recover full costs, including all direct costs, General Fund overhead, loss of interest and depreciation on capital assets. Through a cost allocation program, city overhead rates and General Fund overhead allocations will be established annually by the Finance Department.
- G. Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations.
- H. One-time sources such as proceeds from asset sales, debt refinancing, one-time grants, revenue spikes, budget savings and similar non-recurring revenue shall not be used for current or new ongoing operating expenses. Appropriate uses of one-time resources include:
- **Rebuilding General Fund Balance**
  - **Establishing or rebuilding and Emergency Reserve or Contingency Fund**

- **Early retirement of debt**
- **Funding capital expenditures and/or other non-recurring expenditures**

- I. The city will actively seek grant funding to fund both operating and capital expenditures. Prior to the acceptance of grant funding, an elevation of the grant must determine the following:
  - The grant purpose is compatible with city program objectives
  - The benefits provided by the grant exceed the cost of administration
  - The grant does not commit the city to long-term tax funded expenditures after the completion of the grant period.

The city will evaluate the cost and funding source to determine whether to continue the service when the grant period ends. The decision to continue to fund or drop will be made prior to accepting the grant. Alternatively, the city could choose to continue the service with other funding.

#### **IV. Expenditures**

The city will provide for a balanced budget, annually, whereby the current operating revenues will be sufficient to support current operating expenditures. An appropriate balance will be maintained between budget dollars provided for direct public services and dollars provided to assure good management and legal compliance. In addition to the City Administrator and the Chief Financial Officer, all department heads share in the responsibility of understanding the city's long-term financial viability, its general spending trends, its projected incomes, and educating themselves, and employees on the necessary short and long-term balance between revenues and expenditures.

- A. High priority is given to expenditures that will reduce future operating costs, such as increased utilization of technology and equipment and proven business methods.
- B. The annual expenditures shall not exceed the annual revenues (operating budget minus capital outlay)
- C. Before the City undertakes and agreements that would create fixed ongoing expenses, the cost implications of such agreements will be estimated for current and future years with the aid of strategic financial planning models.
- D. Organizations that are not part of the City, but which receive funding from the City, shall not have their appropriation carried forward from the year to year unless contractually authorized and directed by City Council.

#### **V. Debt Policy**

The city's debt policy establishes the parameters for issuing debt, managing its debt portfolio within available resources and within the legal debt margin as defined by South Carolina Statutes and minimizing the costs to the taxpayer. Adherence to this policy will help assure maintenance of the city's AA credit ratings and undergird any future credit rating.

- A. Long-term debt or bond financing will not be used to finance current operating expenditures.
- B. All bonds, notes, contracts, accounts payable, and other monetary liabilities will be paid when due and shall have the most superior lien position during the allocation of resources in budget planning.
- C. Capital projects, financed through the issuance of bonds, shall be financed for a period not to exceed the expected useful life of the project.
- D. The general obligation debt of the city shall not exceed 8% of the assessed valuation of taxable property in the city in accordance with South Carolina State Statue, without a referendum approving such debt.
- E. Annual general obligation debt service shall not exceed 20% of total operating revenue.
- F. The city will attempt to use the lease-purchase of Capital Outlay, for equipment and heavy vehicles having a useful life of at least five years or more.

**VI. 10 Year Financial Forecast**

The city will prepare a 10-year financial forecast that will include projections for annual growth plus allowances for operating costs of new capital facilities. The forecast will provide the financial health of all major funds and assess the financial implications of current and proposed policies, programs, and assumptions. The forecast will include potential alternatives to improving the long-term financial health of the city.

**VII. Capital Improvement Program**

The city will maintain the Capital Improvement Fund and designate said funds for the implementation of capital projects. The city will prepare and adopt a 10-year Capital Improvement Program, annually, that will detail each capital project, the estimated cost, and funding source.

Moneys in the general government capital improvement fund shall be used to fund all capital improvement projects for general governmental purposes, other than those designated to be funded special assigned funds and to pay debt service on debt obligations incurred to finance such general government capital improvement projects, as authorized by the council in the annual budget.

In adopting the annual budget, and from time to time, the council may provide for the deposit of revenues collected by the city from taxes (by ordinance), loans, grants, or any other source to the general government capital improvement fund in amounts sufficient to fund the expenditures budgeted in that fund.

- A. Operating expenditures will be programmed to include the cost of implementing the Capital Improvement Plan as required.
- B. Capital assets shall be purchased and maintained on a regular schedule.
- C. Within the legal limits of South Carolina Statue and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, including major renovations.

- D. An amount determined annually by council shall be deposited into the Capital Improvement Fund from general appropriations.
- E. Lease purchases will be considered before the use of Capital Improvement Fund balance for capital equipment and fleet.

**VIII. Accounting Policy**

The city will establish and maintain accounting systems according to the generally accepted accounting principles (GAAP) and standards of the Government Accounting Standards Board (GASB).

- A. An annual audit will be performed and completed no longer than six (6) months from the end of the prior fiscal year by an independent public accounting firm that will issue an official opinion on the comprehensive annual financial report (CAFR) with a management letter detailing areas that need improvement, if required.
- B. Full disclosure will be provided in the financial statements and bond representations.
- C. A management letter, the by-product of an annual audit, shall be presented by the independent certified public accounting firm no later than 60 days from issuance of the city's CAFR.
- D. Financial systems will be maintained to monitor expenditures and revenues on a monthly basis with a thorough analysis and adjustment (if required) quarterly.
- E. All revenue collections will be consolidated under the Finance Department (or Chief Financial Officer) and be audited at least annually.
- F. The city will maintain an internal control system that safeguard assets and provide reasonable assurances (e.g., noting any changes in finance statements) for the proper recording of the financial transactions of the city.
- G. The city shall establish accounting procedures to ensure that moneys deposited in the general government capital improvement fund from grants, loans or any other dedicated funding source are accounted for and expended in a manner consistent with the terms and conditions of the legislation or contractual agreements governing such funding sources.
- H.

**IX. Fund Balance Program**

The term fund balance is used to describe the net assets or equity of a governmental fund. The fund balance is intended to serve as a measure of the financial resources available in that fund. GAAP distinguishes five types of fund balance, nonspendable, restricted, committed, assigned, and unassigned.

**Nonspendable** fund balance is restricted basically because of the form.

**Restricted** fund balance has external limitations on use.

**Committed** fund balance is city council designations made before the end of the fiscal year.

**Assigned** fund balance is city council designations for the intended use.

**Unassigned** is the total fund balance in excess of nonspendable, restricted, committed, and assigned.

- A. **Nonspendable and Restricted Fund Balance** – Fund balance reserves indicates that some of the fund net assets are not available for discretionary appropriations and expenditures. Generally, this is due to a legal or contractual commitment to an outside entity. It does not include tentative plans of management or council.
- B. **Committed Fund Balance** – City Council may commit a portion of fund balance for specific uses, as long as it is done by the year end. Committed fund balances are considered as reserved.
- C. **Unassigned Fund Balance** – Unassigned fund balance is available for appropriation. City Council may either assign a portion of fund balance to indicate tentative plans of use or assign a portion for contingencies. Fund Balance that is assigned is considered unreserved.

1) **Unreserved – Assigned Fund Balance**

a) **Assigned Fund Balance-Contingency**

To help maintain services during short periods or economic decline and to meet emergency conditions, in addition to any other restricted or committed Fund Balance amounts, the budget shall provide for a contingency designation equivalent to 180 days of estimated annual operating revenues in all governmental type funds. The contingency shall also be exclusive of all fund balance types not anticipated to be readily available for use in emergencies. The contingency is established to provide for nonrecurring unanticipated expenditures.

b) **Committed/Assigned Fund Balance – Other Council Designations** Council may at its discretion designate any portion of available unassigned fund balance as long as the remaining fund balance allows for unreserved unassigned fund balance to be maintained at no less than 10 percent of regular general fund annual operating revenues.

2) **Unreserved – Unassigned Fund Balance**

At a minimum, maintain unreserved, unassigned fund balance in the general fund of no less than 10 percent of regular general fund annual operating revenues. The calculated unreserved, unassigned fund balance shall be exclusive of all other fund balance components not anticipated to be readily available for use in emergencies and contingencies.

**X. Depository/Investment Policy**

The city's investment policy is in conformance with all Federal, State and Local governing

legislation, the Government Finance Officers Association (GFOA) best practices and other legal requirements, and applies to the investment of all funds, excluding the investment of employee's retirement funds.

- A. Except for funds in certain restricted and special funds, the city will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration.
- B. The city will participate in the South Carolina State Local Government Investment Pool (LGIP) to acquire maximum returns on investments by pooling available funds with funds from other political subdivisions through the South Carolina Treasurers Office as permitted by South Carolina State Statute.
- C. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
- D. All investments are authorized by City Council and are consistent with GFOA policies and statements.
- E. Current operating funds (30-day demand deposits) will be maintained in interest bearing checking accounts.
- F. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonable anticipated.
- G. Reserves and funds not required for the maintenance of a positive cash flow position within the next 30 days (time deposits held in savings accounts or as Certificates of Deposits) will be maintained in accounts bearing the highest interest rates available to the city, provided that such accounts are secured from risk as provided by law. Where practicable, such accounts will be structured to ensure availability of funds without incurring unnecessary penalties upon withdrawal.
- H. Full collateralization will be required on all demand deposit accounts, including checking accounts and non-negotiable certificates of deposit.
- I. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.
- J. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.
- K. The City Administrator or his/her designee is authorized with managing the investment portfolio.
- L. A list will be maintained by the City's Finance Department of all financial institutions and depositories authorized to provide investment services for the city.
- M. All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:
  - Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines.

- Proof of Financial Industry Regulatory Authority (FINRA) certification (not applicable to Certificate of Deposit counterparties).
- Proof of state registration.
- Completed broker/dealer questionnaire (not applicable to Certificate of Deposit counterparties).
- Certification of having read and understood and agreeing to comply with the city's investment policy.
- Evidence of adequate insurance coverage.

## **ARTICLE VI**

### **SECTION 1.**

A Retirement Insurance Fund is established for the sole purpose of covering insurance expenses for City retirees.

### **SECTION 2.**

In order for employees to participate in this program they must:

- a) Retire from the City of Walhalla with at least 28 years (SRS) or 25 years (PORS)
- b) The last 15 years of their career must have been with the City of Walhalla.
- c) Agree that the City of Walhalla will cover 75% of their health insurance and retiree is responsible for 25% plus any additional supplements.

## **ARTICLE VII**

### **SECTION 1.**

All orders, resolutions, and parts thereof in conflict herewith are to the extent of that conflict hereby repealed. This Ordinance shall take effect and be in full force upon adoption by the City Council.

### **SECTION 2.**

That the prepared budget and the estimated revenue for the payment of same are hereby adopted and is made part hereof as fully as if incorporated herein and known as current fiscal year adopted budget document;

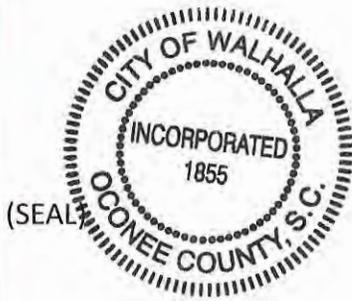
### **SECTION 3.**

That the City Council shall administer this budget and City Administrator and/or Finance Director shall authorize the transfer of funds within funds and departments of the City and lease purchases deemed necessary and appropriate:

**SECTION 4.**

That the City has complied with the S.C. Code 6-1-80 which requires that a municipality shall provide notice to the public by advertising the public hearing before the adoption of its budget for the next fiscal year in at least one South Carolina paper of general circulation in the area;

**DONE AND RATIFIED** in council duly assembled this 16<sup>TH</sup> day of MAY 2023.



By:   
Danny Edwards, Mayor

ATTEST:

By: Timothy B. Burton

Timothy B. Burton, City Administrator

Introduced By: MR. PACE

First Reading: APR 18, 2023

Second Reading: MAY 16, 2023

STATE OF SOUTH  
CAROLINA CITY OF  
WALHALLA  
BUDGET PROVISOS FOR FISCAL YEAR 2023-  
2024 ORDINANCE 2023-13

**Section 1**

The fund appropriations made herein shall not be exceeded without proper authority or amendment by Walhalla City Council.

**Section 2**

The Finance Director/City Clerk of Walhalla City shall prepare such separate records and books of account as may be required by the United States Government or any of its agencies or by the State of South Carolina or any of its agencies, reflecting the receipt and disposition of all funds.

**Section 3**

All purchasing and contracting for the acquisition of goods and services for City purposes shall be in accordance with procedures outlined in the City Procurement Ordinance 2019-15.

**Section 4**

No bills or claims against Walhalla City shall be approved for payment and no check will be issued for same unless such bills or claims are properly itemized showing the goods purchased or services rendered, dated as of the date of delivery of said goods and/or services and signed by the person receiving said goods or services.

**Section 5**

No officer, elected official, or employee of Walhalla City shall furnish any services or sell any materials or supplies to the City for pay, except upon open quote or bid in accordance with the City Procurement Ordinance.

**Section 6**

For any equipment, vehicle, or any other item that is approved in the budget as a replacement for existing items, the item being replaced will be relinquished to the Procurement Director for disposal or reassignment.

**Section 7**

Allocation of proceeds from sale or disposal of Vehicles/Equipment shall be deposited into the Capital Improvement Fund. All other proceeds from the sale of disposal of surplus supplies and property shall be deposited into the City's general fund.

**Section 8**

Council members will be responsible for covering their own travel and training expenses.

**Section 9**

Excess (unused) funds from the Greenway Fund will be transferred back to the General Fund upon project completion.



# City of Walhalla South Carolina

## FY 2023-2024 Budget Document

City Council  
2023

Danny Edwards, Mayor  
Danny Woodward, Mayor Pro-Tem  
Keith Pace  
Sarai Melendez  
David Underwood  
Tyler Jordan  
Grant Keehn

Michael Kozlarek, City Attorney  
Roberta Barton, City Judge  
Ashley G. Jones, City Clerk  
Jason White, CPA City Accountant  
Timothy B. Burton, City Administrator



## Introduction

This document is the financial guidance for the Fiscal Year 2024. The fiscal year for the City of Walhalla runs July 1 to June 30. The City of Walhalla operates a full-service municipality that provides its own Administration, Community Development, Police, Public Works (streets and sanitation), Fire (EMS and Emergency Management), Recreation, Court, and Public Utilities (water treatment/distribution and sewer collection).

The City of Walhalla adopts its annual budget by ordinance that is ratified by a council form of government. The Council provides direction to the city through an administrator to city departments.

Early in the process Council established five (5) goals for FY 24. These goals were used to develop this year's annual budget.

- Develop opportunities for residential and commercial development
- Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs
- Invest in human capital; create competitive employee compensation and workforce
- Continue to support infrastructure and capital replacement programs
- Complete established projects and continue strengthening community partnerships

The major highlights of the FY 24 budget are:

- Establishes \$15.00 hour minimum (80 hours pp)
- Creates a retiree healthcare fund
- Creates an internal building permitting and inspections
- Reduces annual lease purchase payment
- Funds City Administrator, City Clerk, 2 Facility Maintenance Techs half each.
- Utilizes interfund transfer from ARP \$482k
- Utilizes interfund transfer from Utilities \$600k
- Creates additional recreation programs
- Works to create employee recruitment and retention program

This budget is also cognizant of several threats that the City will face in the future:

- Inflation- increasing costs of goods and services
- Increased demands on staff due to growth
- Static revenue streams
- Aging Fleet and Buildings
- Inadequate Space for staff or programs
- Cash Flow
- Uncertain Economy



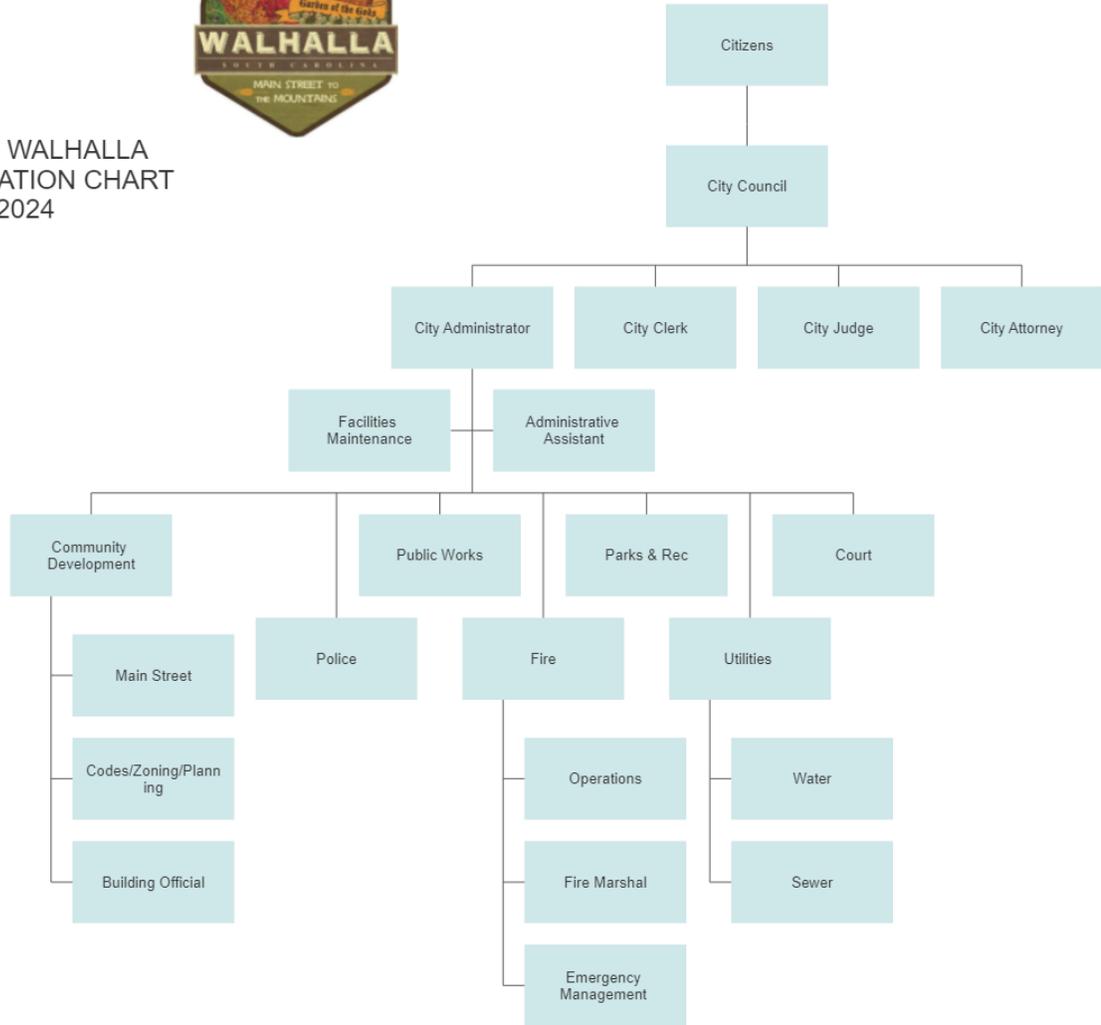
- Salary Bidding War
- Increased Healthcare (5%)
- Increases Insurance (>10%)
- Rising Fuel costs

The past FY was very successful in meeting several goals and objectives:

- First Clean Audit in 10 years
- Awarded Greenway Contract
- Advertised and will award Ross Mountain Parking Construction Contract
- Construction began on Stumphouse Phase 3
- Completed CPAT
- Began 2025 Comprehensive Planning Process
- Reinvigorated Planning Commission and BZA
- Completed Codification and published the Code
- Able to replace fleet through Capital Replacement Fund
- Successful implementation of unified budget and financial policies
- Improved city-wide email system
- Updated Personnel Handbook
- Adopted Emergency Operations Plan
- Adopted Stronger Coaches Policies



CITY OF WALHALLA  
ORGANIZATION CHART  
2024



**Walhalla, South Carolina**  
**STAFFING BY DEPARTMENT AND STATUS**  
**2023-2024 Budget**

**Full Time**

Department	FY20	FY21	FY 22	FY 23	FY 24 Requested	FY 24 Approved
Administration (510)	3	3	2	2	5	4
Community Development (511)		0	2	2	3	2
Police (520)	13	13	14	17	18	17
Street (530)	12	13	14	13	13	13
Fire (540)	8	8	8	11	14	11
Recreation (550)	3	3	4	4	4	4
Court (558)	1	1	1	1	1	1
Water Crew (560)	10	10	12	13	16	12
Water Billing (563)	3	3	3	3	4	3
Water Plant (561)	4	4	4	4	4	4
Sewer (565)	1	1	1	1	1	1
<b>Total</b>	<b>58</b>	<b>59</b>	<b>65</b>	<b>71</b>	<b>83</b>	<b>72</b>

**Part Time**

Department	FY20	FY21	FY 22	FY 23	FY 24 Requested	FY 24 Reccommended
Administration (510)	0	0	0	0	0	0
Community Development (511)	0	0	0	0	2	0
Police (520)	0	0	0	0	0	0
Street (530)	2	2	1	0	0	0
Fire (540)	3	7	7	0	0	0
Recreation (550)	0	0	0	0	3	3
Court (558)	0	0	1	1	1	1
Water Crew (560)	0	0	0	0	0	0
Water Billing (563)	0	0	0	0	0	0
Water Plant (561)	3	3	3	3	3	3
Sewer (565)	0	0	0	0	0	0
<b>Total Part time</b>	<b>8</b>	<b>12</b>	<b>12</b>	<b>4</b>	<b>9</b>	<b>7</b>



## Revenues

Revenues are collected through numerous avenues. User Fees (such as sanitation, business license fees, permits, and facility day use charges) and water sales are the major revenue collectors for the city. Other sources like ad valorem taxes and franchise fees make up the remainder of revenues. Ad valorem taxes saw a significant increase in FY 23 due to the re-assessment. FY 24 should see the increased revenues repeat. Hospitality Tax revenues have steadily increased, showing a direct reflection that tourism due to entertainment, recreation, and new businesses is strong. Walhalla is experiencing interest in downtown development as well as residential development both in and outside the city.

Walhalla, like other small municipalities, is faced with balancing increasing budgets and higher levels of service with stagnant or slow growing revenue bases. The city has opportunities this FY to increase its tax base by the addition of properties through annexation, the recruiting of commercial businesses in a designated commercial area, increased use of recreational areas, and through the continued application of grants for projects and equipment.

Walhalla is heavily relying on the American Rescue Plan funds for replacing lost revenue. This replacement revenue is being used for both aiding general government operations and replacing aging infrastructure.

### General Fund Revenues (010)

The general fund is comprised of all taxes (hospitality excluded), franchise fees, business license, permits, facility use and rental, intergovernmental contracts and agreements, sanitation fees, recreation fees, fines, fund balance transfers, water fund transfers, and other uncategorized revenues. Projected FY 24 revenue is \$5.75 million.

The current millage rate for the corporate limits of Walhalla is 84 mills. There is no adjustment in the millage rate for FY 2024.

The city will increase its sanitation fees to cover the increased cost of maintenance and fuel. The increase will be approximately 8% for both inside and outside city customers. This will generate an additional \$62,000. This will be needed to cover fuel costs.

There is a \$250,000 increase in the fire contract with Oconee County. This new amount will support fire and ems operations in the unincorporated areas. Total annual contract amount is \$550,000.

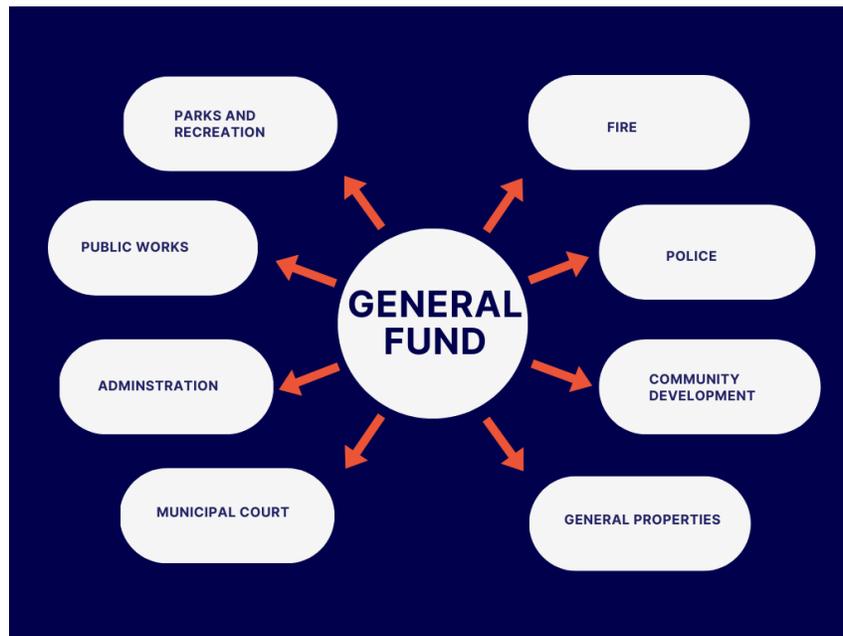


FY 24 will see the return of city issued business licensing. A new schedule of fees will reflect the new building permit fees and slight increase in zoning permits. Anticipated revenues from building permits will cover the contract costs for the Building Official.

With the increase in tourism, the city should realize an increase in Accommodations Tax due to the growing number of short-term rentals inside the city.

Increased visitor use at Stumphouse Mountain Park and Stumphouse Mountain Bike Park will translate into an almost two-fold revenue increase for that program. These revenues will support departments that manage the parks and for operations and maintenance of the parks. The Ross Mountain Parking lot should come online in FY 24.

Several interfund transfers will take place to help in providing services to our stakeholders. Hospitality Tax revenues will provide funds to operate Main Street, provide funds for the parks and recreation department, and other programs that promote tourism. Water funds will supplement the general fund by providing funds to administration for oversight and other department operations.



### Hospitality Revenues (029)

The Hospitality Fund is designed to raise revenue to fund projects, events, or other activities related to promoting or generating tourism. The revenue is generated from a 2% tax on prepared food and



beverages. These also support recreation, museums, entertainment venues, and Main Street Walhalla program which in turn helps to promote and develop economic stability to Walhalla. The hospitality fund continues to outperform expectations. Projected FY 24 revenue is \$290,000.

## ENTERPRISE FUNDS

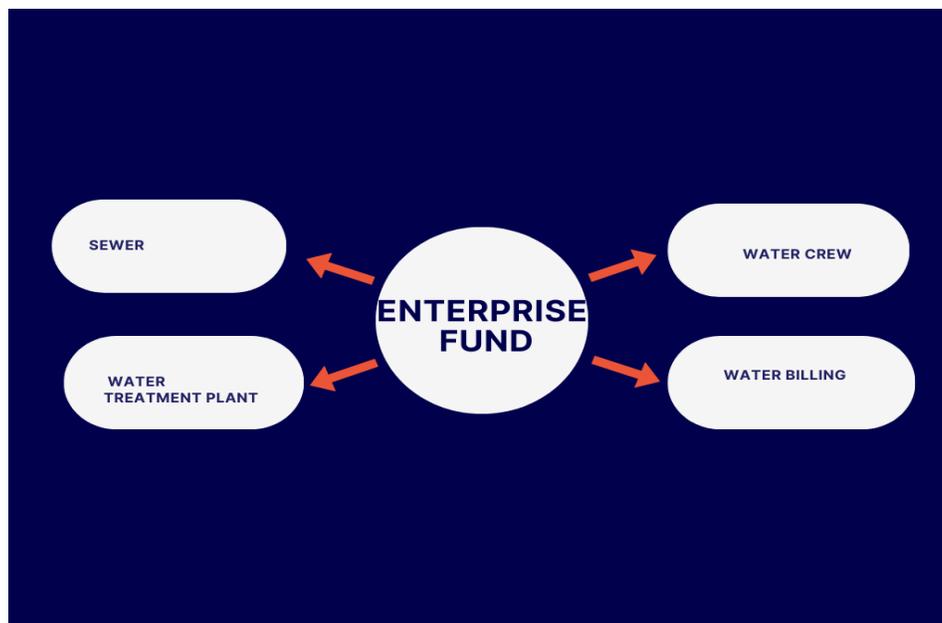
### Water Revenues (030)

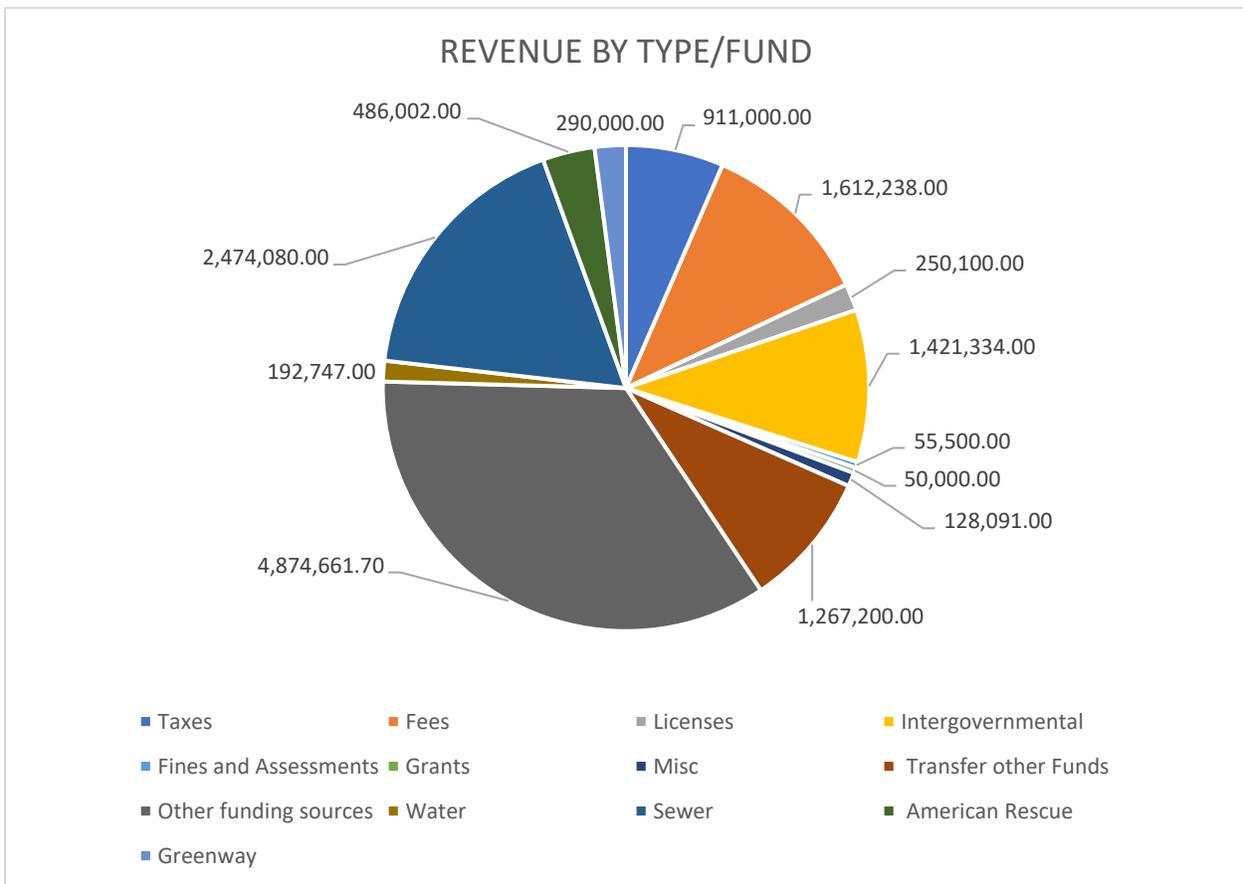
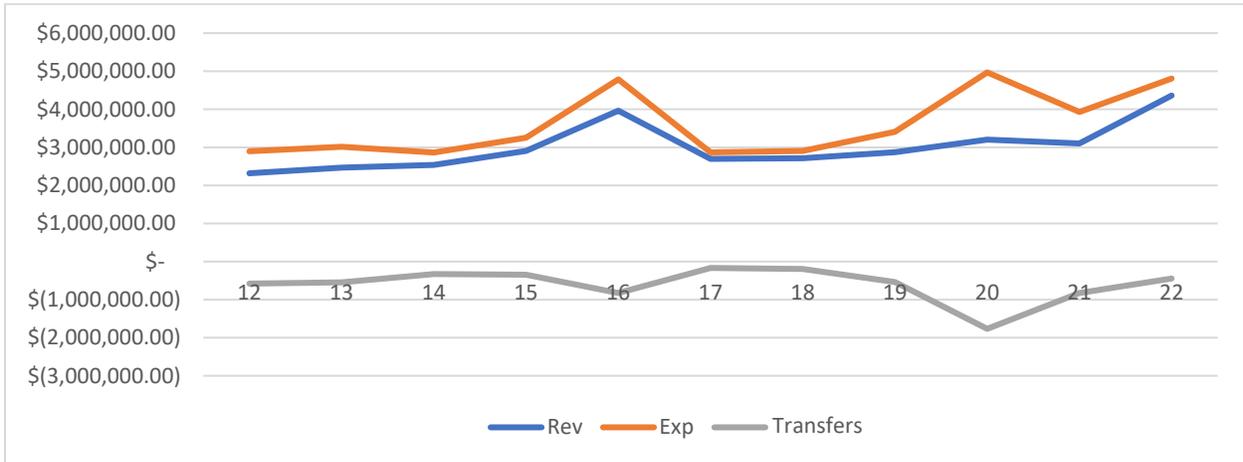
Water taps and sales are the largest revenue generator for the City of Walhalla. There are no increases in rates or user fees. There is a projection in increased revenues due to our debt setoff program, the installation of accurate radio read meters, and the demand for more water services. New water accounts have steadily increased. The new water treatment plant is meeting the demands daily. At start up in Oct 2020 average output was 1.8 MGD, today that number is quickly approaching 3.0 MGD. FY 24 revenue is projected at \$4.6 million.

Walhalla is heavily relying on the American Rescue Plan funds for replacing lost revenue due to the rapid and high increase in inflation. This replacement revenue is being used for both aiding general government operations and utility operations.

### Sewer Revenues (035)

Sewer has increasingly become a liability for most jurisdictions across the nation. Sewer treatment fees steadily increase while rates charges to consumers have not increased to meet the demands. This FY sewer fees will be set by the OJRSA and passed back to them through Walhalla. FY 24 revenue is projected to be \$192 thousand. With this new billing structure, the city is able put our sewer program back in the black and allow us to contribute funds to the Contingency Fund for infrastructure improvements.









**Walhalla, South Carolina  
GENERAL REVENUES  
2023-2024 Budget**

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Property Taxes	511,843.88	534,752.36	581,787.87	570,000.00	613,221.84	619,500.00
Delinquent Taxes	23,123.52	44,053.28	31,588.80	25,000.00	17,410.68	20,000.00
Homestead Exemption	62,646.00	57,987.72	57,365.28	60,000.00	-	58,000.00
Merchants Inventory Refund	9,040.00	9,040.48	9,040.96	9,000.00	6,780.72	9,000.00
Vehicle Property Tax	115,350.87	120,277.87	127,875.26	118,000.00	99,739.83	125,000.00
Brokers Premium				-	11,271.39	10,000.00
Business License	447,843.57	543,845.88	501,557.03	455,000.00	47,958.71	500,000.00
Building Permits	500.00	-	-	-	-	47,000.00
Accommodations Tax Rebate	10,007.58	3,989.99	8,208.40	5,500.00	8,700.09	5,500.00
SC Tax Rebate Aid	101,072.81	103,011.35	92,253.31	105,467.36	71,572.98	70,000.00
Accommodations Tax	-	-	4,951.86	3,500.00	4,078.77	4,000.00
Oconee County Fire Contract	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	550,000.00
Blue Ridge Electric	3,631.13	5,551.13	4,308.42	5,000.00	4,365.63	4,300.00
Duke Power	132,366.93	120,826.23	174,059.20	180,000.00	137,723.75	170,000.00
Fort Hill Nat. Gas	52,061.07	48,540.37	55,802.11	59,000.00	58,995.72	59,000.00
SC Housing Authority	4,362.85	4,934.00	7,494.83	5,000.00	8,132.19	8,000.00
Bell South/ AT&T	4,102.69	3,742.84	3,134.55	5,000.00	2,203.06	3,500.00
Northland Cable	5,304.70	5,281.09	5,642.65	7,000.00	5,479.68	5,300.00
Zoning Permits	1,355.00	1,775.00	3,964.00	4,500.00	3,251.00	5,800.00
Sanitation Fees	670,905.00	624,460.40	478,971.20	471,797.00	328,831.00	509,540.00
Recycling Revenue	2,115.28	4,591.23	1,821.69	4,975.00	-	-
Outside City Sanitation	-	95,923.75	336,731.75	333,110.00	231,246.40	357,598.00
Out of City Fees Recreation	20,034.00	16,289.94	24,615.00	25,000.00	16,950.00	30,000.00
Sponsorships Recreation	3,650.00	2,100.00	5,150.00	10,000.00	1,750.00	5,000.00
Oconee County Recreation Donation	30,000.00	30,000.00	30,000.00	50,000.00	-	50,000.00
Uniforms Recreation	22,470.00	20,325.00	28,961.00	28,000.00	17,490.00	28,000.00
Ins. Participants Recreation	300.00	127.00	30,408.00	300.00	90.00	300.00
In City Fees Recreation	2,410.00	1,935.00	2,610.00	2,500.00	1,380.00	3,000.00
Pictures Recreation	2,000.00	-	-	1,200.00	-	-
Tennis-Gym-Ball Rental			250.00			
Tunnel Gate	29,107.00	124,906.28	56,372.12	95,000.00	50,808.56	95,000.00
Tunnel Shelter Rental	625.00	225.00	650.00	1,000.00	100.00	500.00
Depot Rental	14,900.00	26,445.00	32,600.00	27,000.00	24,850.00	27,000.00
Old St Johns Rental			1,200.00		200.00	250.00
Tunnel/DNR	3,600.00	-	1,000,000.00	960,000.00	960,000.00	821,334.00
Traffic Fines	47,822.93	55,127.53	43,527.27	67,300.00	30,162.61	55,000.00
Fines & Assessments	-	-	200.00	-	379.66	-
SC Collection Cost	1,433.00	-	951.40	3,000.00	324.00	500.00
SRO Walhalla	67,530.00	70,047.90	70,047.90	74,990.85	37,495.42	74,991.00
Local Option Disbursement			3,000.00		3,000.00	3,000.00
Sale of Capital Assets			-			
Donations					25,000.00	
Property Rental (Bensons)	1,200.00	1,200.00	1,200.00	1,200.00	-	3,000.00
C Fund	285,000.00	3,748.00		717,835.50	-	-
Misc. Income	38,941.00	6,673.86	60,000.00	50,000.00	1,156,390.96	50,000.00
Grants			238,352.69	106,000.00	7,243.00	50,000.00
Interest Income	124.00	-	4.00	-	-	-
Copy/Report Fees	-	-		-	92.00	100.00
Transfer From Water (030)	521,000.00	420,000.00	-	600,000.00	-	600,000.00
Transfer from Fund Balance	167,000.00	626,726.00	-	-	-	
Fire Cost Recovery	-	3,953.00	-	10,000.00	3,564.75	3,500.00
Transfer from Hospitality (029)	-	159,000.00	-	239,491.27	-	242,000.00
Transfer from American Rescue (028)			216,348.00	675,303.59	-	425,200.00
<b>General Fund Total</b>	<b>3,716,779.81</b>	<b>4,201,414.48</b>	<b>4,633,006.55</b>	<b>6,471,970.57</b>	<b>4,298,234.40</b>	<b>5,708,713.00</b>

**Walhalla, South Carolina**  
**WATER REVENUES**  
**2023-2024 Budget**

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Water Sales	3,464,857.00	3,631,093.85	3,890,164.73	4,038,697.70	2,954,636.86	4,300,000.00
Water Tap Fees	112,531.00	52,200.00	212,376.50	120,000.00	126,570.00	120,000.00
Sale of Materials						
Charges for Damages		-	-	1,500.00	-	1,500.00
Fire hydrant Meters	304.32	240.00	120.00	500.00		500.00
Set up charges	100.00	175.00	1,235.00	15,000.00	18,545.00	15,000.00
Service Charges		-	-	3,000.00	-	3,000.00
Water Penalties	68,673.63	78,455.76	88,559.18	80,000.00	74,794.00	80,000.00
Re Connect Fees		3,605.00	26,580.00	40,000.00	29,080.00	30,000.00
Fire Sprinklers		2,424.60	8,234.90	10,000.00	4,233.50	6,000.00
Miscellaneous Income		-		-		-
Telecommunications	28,302.04	25,174.26	26,181.23	28,000.00	30,961.38	28,000.00
Westminster Walhalla Water Line Connection Grant		-				
American Rescue		-	-	3,244,735.00		290,661.70
Water Reserve Fund		469,991.00		-		-
<b>Water Total</b>	<b>3,674,767.99</b>	<b>4,263,359.47</b>	<b>4,253,451.54</b>	<b>7,581,432.70</b>	<b>3,238,820.74</b>	<b>4,874,661.70</b>

**Walhalla, South Carolina**  
**SEWER REVENUES**  
**2023-2024 Budget**

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Sewer Fees	691,232.52	688,591.98	901,606.77	1,194,101.50	769,317.96	182,747.00
West Union Fees	53,077.04	39,793.70	46,453.73	35,000.00	29,095.40	
Sewer Tap	-	-		-		10,000.00
Summer Sewer Fees	-	-	25.00	500.00		
Sewer fund balance OJSA Grant	-	103,884.00	-	290,595.00		
Transfer from water	-	13,500.00	-	51,832.19		
Transfer from fund balance			-			
<b>Sewer Total</b>	<b>744,309.56</b>	<b>862,384.00</b>	<b>948,085.50</b>	<b>1,572,028.69</b>	<b>798,413.36</b>	<b>192,747.00</b>



## Expenditures

Expenditures for this FY are broken out by Fund and Department. Unfortunately, expenditures requested do not align with projected revenues therefore requested amounts have been reduced in order to maintain the current level of service and stay within a reasonable budget. Thankfully for the American Rescue Plan lost revenue provision, we can capitalize in bolstering our workforce and repairing aging infrastructure.

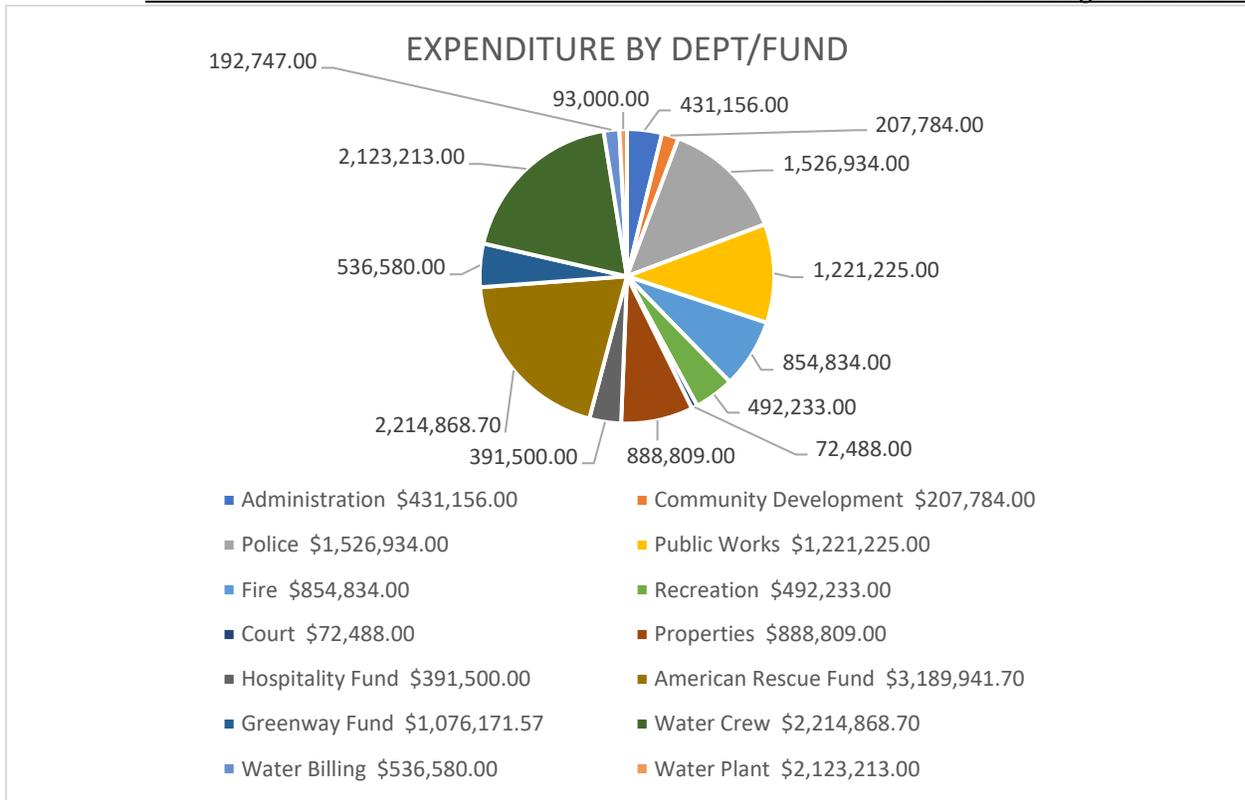
There are funding changes to several FTE in this request.

1. City Administrator will be funded as 0.5 FTE from General and 0.5 FTE from Enterprise
2. City Clerk will be funded as 0.5 FTE from General and 0.5 FTE from Enterprise
3. Administrative Assistant as 1.0 FTE from Enterprise
4. Reorganize two recreation employees to be funded as 0.5 FTE each from General and Enterprise. These two positions will transition from full time recreation to full time split funded facility maintenance technicians.

The bulk of our expenditures are as follows:

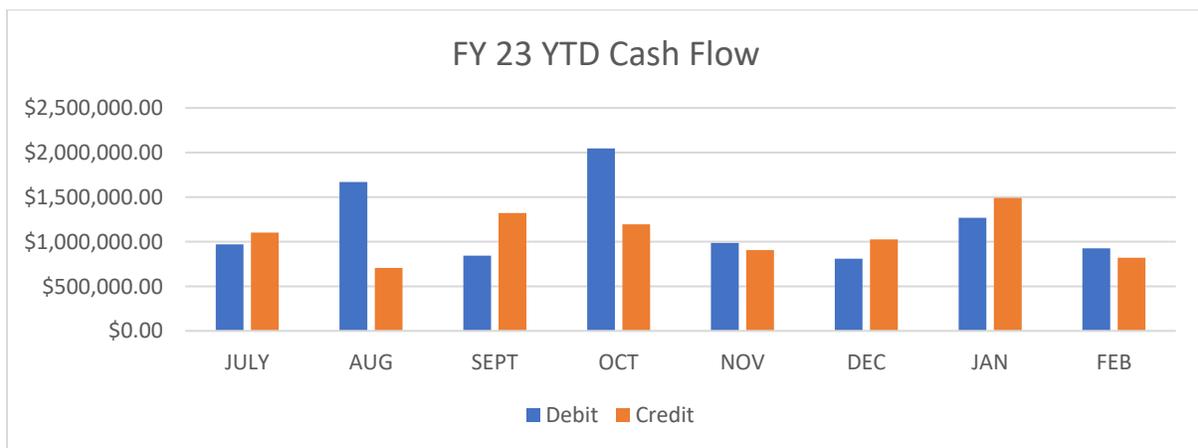
- Contract Services for Stumphouse \$23,000
- Ross Mtn Parking Construction \$180k
- Stumphouse Phase 3 Construction \$480k
- Greenway Construction \$970k
- No planned lease purchases
- Existing- Lease Purchases \$596k plus \$114k annual payment (total payoff amount \$1.45m)
- Insurance increase 6%
- Expect 35-38% increase in materials and supplies
- Increased payroll ~\$100k pay period
- Waterline improvement \$2.4m
- SCIP grant request \$10m (15% grant match) plus engineering fees
- Fuel increase roughly 50%

There are minimal capital expenditures in this budget. The equipment that will be needed will be funded from the Capital Improvement Fund. Infrastructure improvements will be funded out of the American Rescue Fund and the Depreciation/Contingency Fund.



## Cash Management

Expenditures will be coordinated with departments across the city to best coincide with periods of revenue to maintain a healthy bank balance.

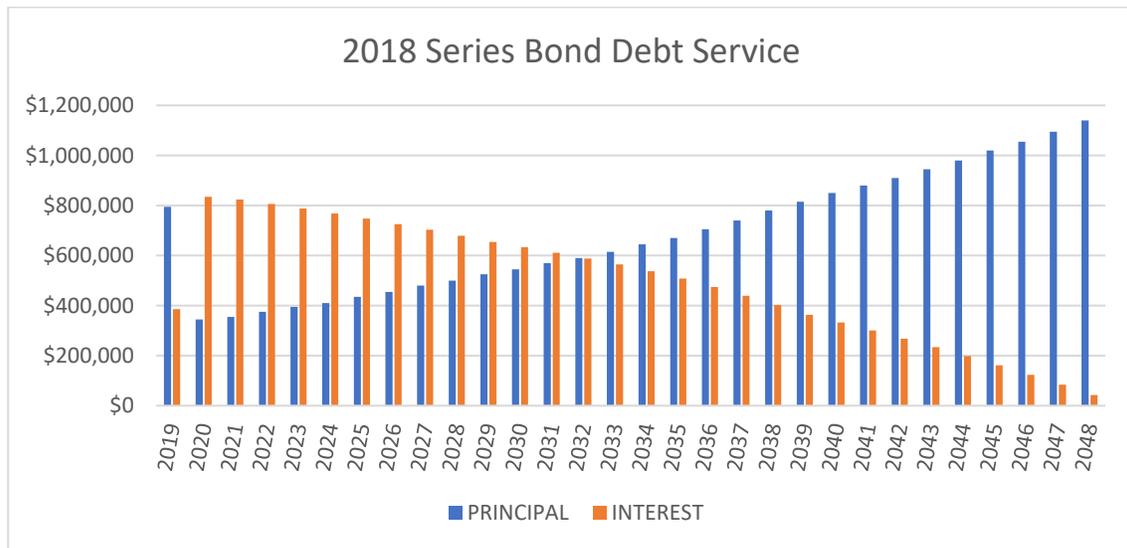




## Debt Management

### Bonds

Both Water and Sewer Revenues are important to manage along with expenses. A condition of our 2018 Series Water and Sewer System Revenue Bond, requires maintaining certain funds and debt service coverage at 120%. This budget proposes a 137% coverage. Average payment is \$1.2 million.



### Lease Purchases

The city currently has \$1.45 million in short term debt for various pieces of vehicles and equipment. This budget will take \$598,000 in old unused account and pay off 2.5 existing lease purchases. This action coupled with FY 24 annual payments cuts short term debt in half by end of FY 24. The city is positioned in FY 25 to pay off another lease purchase, therefore, leaving less than \$500,000 in short term debt. There are no new planned lease purchases in FY 24.

Walhalla, South Carolina  
**AMERICAN RESCUE FUND REVENUE**  
 2023-2024 Budget

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
ARP Income			1,113,179.09	3,587,259.00	1,113,179.09	2,474,080.00

Walhalla, South Carolina  
**AMERICAN RESCUE FUND EXPENDITURES**  
 2023-2024 Budget

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Transfer to General			216,348.00	675,303.59	60,000.00	425,200.00
Transfer to Water			88,297.00	3,244,735.00		290,661.70
Transfer to Sewer						
Transfer to Other			25,000.00		8,218.84	
Waterline Improvement D/B						2,474,080.00
<b>Total</b>	-	-	<b>329,645.00</b>	<b>3,920,038.59</b>	<b>68,218.84</b>	<b>3,189,941.70</b>
<b>FUND BALANCE TOTAL</b>			783,534.09		1,828,494.34	1,112,632.64

**Walhalla, South Carolina  
CONTINGENCY FUND  
2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Approved	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Initial Fund Designation				1,000,000.00	-		
Contributions- Water Revenue				-	60,000.00	45,000.00	60,000.00
Contributions- Sewer Revenue							29,212.00
Contributions- Rebate							206,595.00
<b>Total Contributions to Fund</b>	-	-	-	<b>1,000,000.00</b>	<b>60,000.00</b>	<b>45,000.00</b>	<b>295,807.00</b>
Contingency Expenses Water				-	25,000.00		
Contingency Expenses Sewer							
<b>Total Contingency</b>	-	-	-	-	<b>25,000.00</b>	-	-
<b>FUND BALANCE TOTAL</b>	-	-	-	1,000,000.00	1,035,000.00	1,045,000.00	1,340,807.00

Walhalla, South Carolina  
 DEPRECIATION FUND  
 2023-2024 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Approved
Initial Fund Designation			600,000.00	-		
Contributions			-	50,000.00	37,500.00	50,000.00
<b>Total Contributions to Fund</b>	-	-	600,000.00	50,000.00	37,500.00	50,000.00
Depreciation -Water			-			
Depreciation -Sewer			-			
			-			
			-			
<b>Total Depreciation</b>	-	-	-	-	-	-
<b>FUND BALANCE TOTAL</b>	-	-	600,000.00	650,000.00	637,500.00	700,000.00

Walhalla, South Carolina  
**CAPITAL IMPROVEMENT FUND**  
 2023-2024 Budget

Item	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Requested	FY 2024 Approved
Initial Fund Designation			200,000.00	200,000.00		
Contribution			80,000.00	60,000.00	80,000.00	25,000.00
Sale of Surplus Property				11,122.44	20,000.00	20,000.00
Misc/Insurance				190,573.83		
<b>Total Contributions to Fund</b>			<b>280,000.00</b>	<b>461,696.27</b>	<b>100,000.00</b>	<b>45,000.00</b>
Capital -General- Other			-			
Capital-General-Police			-	142,041.00	300,000.00	-
Capital-General-Tunnel			-		-	-
Capital- General- PW			-	151,439.89	262,600.00	13,000.00
Capital- General- Fire			90,000.00	50,545.10	17,000.00	17,000.00
Capital -General- Rec			12,000.00	8,491.83		
Capital- Utilities- Water					193,000.00	63,000.00
Capital- Utilities- Sewer					73,500.00	
<b>Total Capital</b>			<b>102,000.00</b>	<b>352,517.82</b>	<b>846,100.00</b>	<b>93,000.00</b>
<b>FUND BALANCE TOTAL</b>			<b>178,000.00</b>	<b>109,178.45</b>		<b>61,178.45</b>

Walhalla, South Carolina  
**034 GREENWAY (570)**  
 2023-2024 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 23 YTD	FY 24 Request	FY 24 Approved
Greenway Grant			642,374.57	500,000.00	-	486,002.00	486,002.00

Walhalla, South Carolina  
**034 GREENWAY (570)**  
 2023-2024 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 23 YTD	FY 24 Request	FY 24 Reccommended
Advertising			-				
Engineering			14,680.00				
Construction				984,000.00	25,520.00	972,003.00	972,003.00
Bank			5.00				
Miscellaneous			3,000.00		9,000.00		
Transfer to General							\$ 104,168.57
<b>Total</b>			<b>17,685.00</b>	<b>984,000.00</b>	<b>34,520.00</b>	<b>972,003.00</b>	<b>1,076,171.57</b>
<b>FUND BALANCE TOTAL</b>			<b>624,689.57</b>	<b>140,689.57</b>	<b>590,169.57</b>	<b>104,168.57</b>	-

**Walhalla, South Carolina**  
**RETIREE HEALTHCARE FUND**  
**2023-2024 Budget**

Item	FY 21 Actual	FY 22 Actual	FY 2024 Approved
Initial Fund Designation			
Contribution from department			10,600.00
			-
<b>Total Contributions to Fund</b>			<b>10,600.00</b>
<b>Retiree Healtcare Benefits</b>			<b>10,600.00</b>
			-
<b>Total Retiree Healtcare Benefits</b>			<b>10,600.00</b>
<b>FUND BALANCE TOTAL</b>			<b>-</b>



## **American Rescue Fund**

The American rescue Fund was created for ease of tracking expenditures related to the law. The interim rule designated these funds for infrastructure, premium pay, business revitalization, and economic development. Walhalla received a \$2.2 million allocation. The first installment was \$1.1 million, and it was used to replace stopped or bad water meters with new digital radio read meters and to provide premium pay to employees that worked through the COVID-19 pandemic. Another portion of the funds were used to fund economic development programs through Walhalla Downtown Development Corporation. This was in accordance with the interim rule issued by the US Treasury.

Since the interim rule was issued, the final rule was passed. The final rule allows for cities to take the standard allowance of lost revenue, meaning that cities receiving less than \$10 million in ARP funds can use the funds for general government operations along with the above mentioned. FY24 will use these funds to replace lost revenue, therefore allowing it to be more beneficial to the city workforce and infrastructure.

Oconee County apportioned approximately \$2.4 million for water system infrastructure improvements.

## **Contingency Fund**

The contingency fund was established by the bond ordinance issued for the 2018 Series Bond. This fund is paid into by the City on a monthly basis and the funds are used to replace components of the water and sewer system. \$60,000 will be contributed from the annual operating budget. This fund will be used to pay for system improvements and for matching fund for the SCIIP grant.

## **Depreciation Fund**

The depreciation fund was also established by the bond ordinance issued for the 2018 Series Bond. This fund is paid into by the City on a monthly basis and the funds are used to replace components of the water and sewer system that have reached the end of their useful life. \$50,000 will be contributed from the annual operating budget. Pump motors and other appurtenances will be replaced this FY through normal replacement and SCIIP.

## **Debt Service Fund**

The debt service is another fund required by the 2018 Series Bond. This fund requires maintaining an amount equal to one year worth of bond payments. The fund is allocated with \$1.2 million.



## City wide Contingency Fund

This fund is designated to keep, on average, 180 days' worth of operating cash on hand in case of severe economic downturn or a failure in one of the revenue streams. This will allow the city to pay essential bills and make payroll. \$1.45 million is set aside for this fund.

## Capital Improvement Fund

This fiscal year is the first time a capital replacement fund has been established. The city will pay into this fund annually as well as diverting any excess revenues into the fund. This fund will allow the city to prioritize capital needs and fund them at intervals instead of using annual appropriations to fund capital items. \$25,000 will be contributed from general fund to the account. Sales of equipment will also be deposited into this fund. Approximately \$93,000 is allocated for this fiscal year. The planned capital expenditures for this year are:

1. Replacement of Bobcat mini-excavator \$63,000
2. Replacement of fire equipment \$17,000
3. Misc. equipment \$13,000

## Greenway Fund

The Greenway contract was let in FY 23 for less than estimated. Construction is estimated to be \$973,000. The city has already paid for engineering and will have to pay for half of the construction costs. A grant administered by ACOG will provide the other half as a reimbursement. Funds that are remaining at the end of the project will be returned to the general fund.

## Cemetery Fund

The City of Walhalla owns and manages the West View Cemetery along West South Broad Street. Currently, there are no available plots and there are no planned expenditures. Public Works maintains the cemetery.

## Stumphouse Fund

The city was awarded a \$1 million grant from the state for continued improvement of Stumphouse Mountain Park. These funds are earmarked for the park and will be used to complete the final 10 miles of mountain bike trails, north parking facility, and other user amenities. A contract was awarded for \$525,905 in FY 22 for the design-build of the final 10 miles. Ross Mountain parking lot construction was awarded in FY 23 for \$180k. Remaining funds will be used to construct signage and other amenities for the park. This fund is tracked through the general fund and not an established separate fund.



## **Retiree Healthcare Fund**

A new benefit for employees was created for FY 24. The city pays for 75% of City Retirees health insurance until they reach age 65. Retiree must retire from the city with 28 (SRS) or 25 (PORS) years and must have spent the last 15 years of that time with the City. There are two planned enrollees, and it will cost the city around \$850 monthly. The retiree will be responsible for the remaining 25% and any other supplements they choose. This program will give employees an incentive to stay with City and hopefully retire. Overall costs of the program for the next five (5) years are estimated at \$46,000.

## **Walhalla Downtown Development Corp**

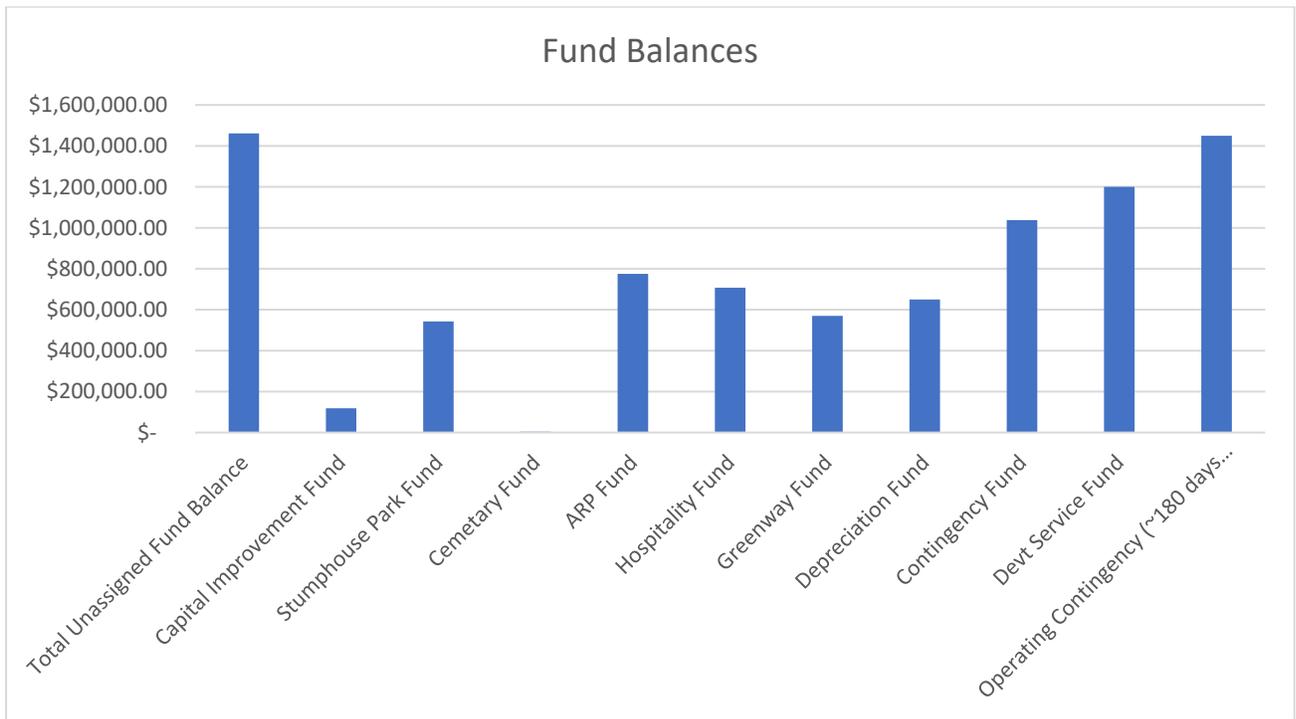
The Walhalla Downtown Development Corporation is the grant funding arm of the city. This program funds the Façade and Uniquely Walhalla grants and is managed by the Community Development Department. The DDC also collects donations and sponsorships for economic development in the downtown area. Significant transfer of funds occurred in FY 23 from ARP for the economic development grant, Uniquely Walhalla.

## **Water (030)**

The Water fund is designated to collect revenue and expend them for the operation and maintenance of the water treatment and distribution system. Monies spent out of this fund go towards billing, emergency response and locates, system operation, system maintenance, staffing, water tap installation, meter changeouts, and some small capital improvements.

## **Sewer (035)**

The Sewer fund is designated to collect revenue and expend them for the operation and maintenance of the sewer collection system that ties directly to OJRSA. Monies spent out of this fund go towards capital improvement, sewer treatment charges, staffing, sewer tap installation, and emergency response.





**GENERAL FUNDS (010)**



## ADMINISTRATION (510)

The Administration department receives direction and guidance from city council and oversees daily operations of city departments. Support is also provided back to City Council. Administration has assistance from the City Clerk to provide purchasing, financial management, human resources, claims, and payroll to support city operations. The City Administrator ensures compliance with all laws, policy and procedures, prepares and monitors the budget, and performs other functions as needed to maintain continuity of operations these include but are not limited to:

Contract Administration and Engineering  
Accounting (Payables, General Ledger, Investments)  
Ordinance Enforcement and Administration  
Property Management and Surplus Property  
Grants Management  
Budget Management  
Website and Social Media Manager  
Sewer Authority Finance Chair  
Property Maintenance  
FOIA Officer  
Legal research and attorney liaison  
Long term and strategic planning  
Economic Development and Incentives

### Major Accomplishments

1. Awarded Stumphouse Phase 3 Contract
2. Awarded Greenway Contract
3. Improved City email system
4. Updated Personnel Handbook
5. Developed Uniquely Walhalla ED Grant
6. Developed plans to improve events with Main Street
7. Increase cooperation with Visit Oconee and Chamber of Commerce
8. Created employee length of service and awards programs
9. Striped new city parking lot on Main Street
10. Developed financial policies and managed those policies
11. Increased operational efficiencies
12. Increased meeting transparency

FY 24 Objectives for the Administration Department are:

1. Develop our Human Capital Program
  - a. Perform a compensation and classification study.
  - b. Develop a merit-based award system.
  - c. Provide employee services online (leave and earning statements, timesheets, contribution adjustments)



2. Complete city-wide capital replacement plan
3. Begin work on a city owned facility and energy audit.
4. Constantly improve internal and external communications.

*Meets Council Goals:*

*2. Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs.*

*4. Continue to support infrastructure and capital replacement programs.*

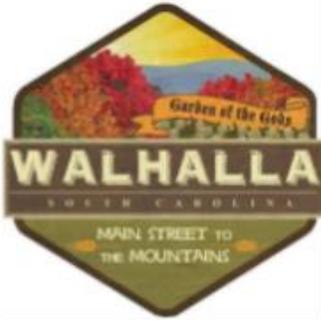
*5. Complete established projects and continue strengthening community partnerships.*

**Walhalla, South Carolina**  
**01 ADMINISTRATION (510)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
Salaries Wages	110,768.61	120,947.33	224,981.64	142,421.76	107,513.08	161,649.00	130,449.00
Contract Labor	8,646.92	22,331.80	2,589.46	-			
Retirement	15,243.00	17,415.31	36,180.77	23,585.04	17,900.69	30,002.00	24,211.00
FICA	8,444.98	9,249.42	17,194.56	10,895.26	8,185.53	12,366.00	9,979.00
Workers Comp.		807.00	2,626.72	1,137.08	995.00	1,959.00	1,887.00
Health Insurance	14,856.54	6,557.36	14,199.56	12,332.64	8,544.78	17,738.00	14,804.00
Christmas Bonus		757.99	974.54	974.54	703.84	750.00	750.00
<b>Personnel Services Total</b>	<b>157,960.05</b>	<b>178,066.21</b>	<b>298,747.25</b>	<b>191,346.32</b>	<b>143,842.92</b>	<b>224,464.00</b>	<b>182,080.00</b>
Interfund Transfer			<b>88,297.00</b>				
<b>Interfund Transfer Total</b>			<b>88,297.00</b>				
<b>Materials &amp; Supplies</b>							
Office Supplies	1,473.37	1,918.61	1,723.75	2,000.00	1,528.33	2,000.00	2,000.00
Postage	200.00	275.00	28.42	250.00	-	250.00	250.00
Gas & Oil	437.37	74.05	2,106.93	1,000.00	1,051.15	1,000.00	1,000.00
Materials and Supplies	2,153.56	4,825.96	697.44	2,500.00		2,500.00	2,500.00
Health Supplies			-				
<b>Materials &amp; Supplies Total</b>	<b>4,264.30</b>	<b>7,093.62</b>	<b>4,556.54</b>	<b>5,750.00</b>	<b>2,579.48</b>	<b>5,750.00</b>	<b>5,750.00</b>
<b>Other Services</b>							
Buildings							
Animal Shelter							
Surety Bonds			470.00	785.00	1,125.00	785.00	785.00
Janitorial Services & Supplies				400.00	-	400.00	400.00
Dues & Licenses	6,097.97	4,036.09	3,007.76	5,000.00	4,242.13	5,000.00	5,000.00
Travel	45.82	-	1,309.64	2,500.00	1,413.89	2,500.00	2,500.00
Training	120.00	275.00	769.16	6,000.00	380.00	6,000.00	6,000.00
Vehicle Parts & Repairs			1,030.15	500.00	-	500.00	500.00
Electricity							
Telephone	1,399.00	3,062.41	3,266.67	2,500.00	979.00	2,500.00	1,800.00
Equipment Maintenance			823.21	3,527.81	225.00	3,600.00	3,091.00
Leases & Service Contracts			597.94	253,250.00	145,004.33	114,000.00	114,000.00
Building Maintenance			119.47				
Cell Phones			339.76	450.00	585.79	450.00	650.00
Advertising	1,837.66	1,972.03	1,794.40	700.00	365.50	700.00	700.00
Legal Fees	10,565.00	11,610.00	23,843.50	12,000.00	6,000.00	12,000.00	12,000.00
Audit Fees	36,535.00	15,057.50	32,335.00	15,000.00	15,000.00	15,000.00	15,000.00
Engineering Fees		200.00		-		-	-
Property Fees				2,200.00	5,879.91	2,200.00	2,200.00
Administration Cost			23.21				
Tort/Liability	4,364.00	15,918.50	19,427.17	20,000.00	19,724.00	20,000.00	20,000.00
Property Ins.	1,386.00	522.00	330.50	-		-	-
Vehicle Insurance	280.00	284.50	880.50	900.00	759.00	900.00	900.00
Computer Services	35,308.56	9,250.70	7,900.86	10,000.00	6,243.15	10,000.00	10,000.00
Miscellaneous Expenses	22,653.00	15,569.11	5,978.43	9,000.00	10,148.59	9,000.00	9,000.00
Tax Notices			1,572.35	1,600.00		1,600.00	1,600.00
Mayor & Council Expense	360.00	100.00	135.00	500.00	500.00	500.00	-
Emergency Fund	20,134.00	6,850.40	3,740.00	7,000.00	2,199.27	7,000.00	5,400.00
Bank Service Charges		5,072.06	10,792.72	7,027.08	6,592.55	5,000.00	5,000.00
Election Expense	2,994.61	1,560.00	1,463.44	1,500.00		1,800.00	1,800.00
Interest Expense		34,493.00	29,949.00				
Lease Purchases-Gen Gov wide							
Capital Improvement				80,000.00		80,000.00	25,000.00
<b>Other Services</b>	<b>144,080.62</b>	<b>125,833.30</b>	<b>151,899.84</b>	<b>442,339.89</b>	<b>227,367.11</b>	<b>301,435.00</b>	<b>243,326.00</b>
<b>Total Administration</b>	<b>306,304.97</b>	<b>310,993.13</b>	<b>543,500.63</b>	<b>639,436.21</b>	<b>373,789.51</b>	<b>531,649.00</b>	<b>431,156.00</b>



## Community Development (511)



### COMMUNITY DEVELOPMENT DEPARTMENT



The Community Development Department is the city’s newest department and is tasked to create a vibrant, safe and healthy community for all, through holistic planning, full of charm and character that is uniquely Walhalla. This department bridges several functions across the city. This new department brings codes, zoning, planning, and Main Street under one umbrella. It will take several years to fully build this department out. Once completed, it will enable the city to be able to develop plans and to meet the needs of current and future businesses as well as residents. Currently the CDD is responsible for:

- Administration and implementation of the City’s Zoning Ordinance, Comprehensive Plan and other relevant ordinances, plans and special projects;
- Ensuring compliance with the City of Walhalla Code of Ordinances;
- Establishment of development and redevelopment strategies;



- Implementing programs for community development that improve sense of community and quality of life;
- Management of the planning and permitting processes; and
- Ensuring compliance with the City's property maintenance code.

## FY 24 Goals

Zoning Administration (Interpret code, public outreach)

Permitting Responsibilities (Zoning, Subdivision, Sign, Food Truck, Short-Term Rentals, Historic Properties, Vacant Buildings, etc)

Requests for rezoning, variances, special exceptions and appeals

Staff Planning Commission, Board of Zoning Appeals, Downtown Development Corporation, other, as needed

Buildings Permits and Inspections for Residential and Commercial within City limits

Code Enforcement (Property Maintenance, Zoning, Downtown Design, etc.)

Long-term planning (comprehensive plan, special area plans, other depts' plans, etc.)

Downtown Design Guidelines (rewrite and enforce)

Economic Development (incentives, grants, support resources, marketing, appreciation days, etc.)

ADA (transition plan, modifications, requests, grievances, audits, new businesses)

Special Projects (site specific plans, project management, master plans for other departments, such as Master Recreation Plan)

Capital Improvement Plan (annual - working with other departments)

Ordinance Management (rewrites, when needed or requested, UDC)

Website Management (Community Development pages)

PR, Community Events and Public Outreach/Engagement opportunities (festivals, parades, marketing of City, point person for Oktoberfest, public outreach, general PR - social media, news releases, website for City, special event permitting, pop-up community engagement)

Support to other departments, as needed (ordinances, plans, research, events)

Grant management (administration of façade/eco dev and management of grant requests)

Natural resource/green infrastructure plan (urban tree canopy, green space, connectivity, etc.)

Healthy communities (walkability, universal design, alternative modes of transportation, natural resources, food access, CPTED, playgrounds/parks, and other sustainability/Quality of Life issues)

Overlays (historic districts, business district, etc)

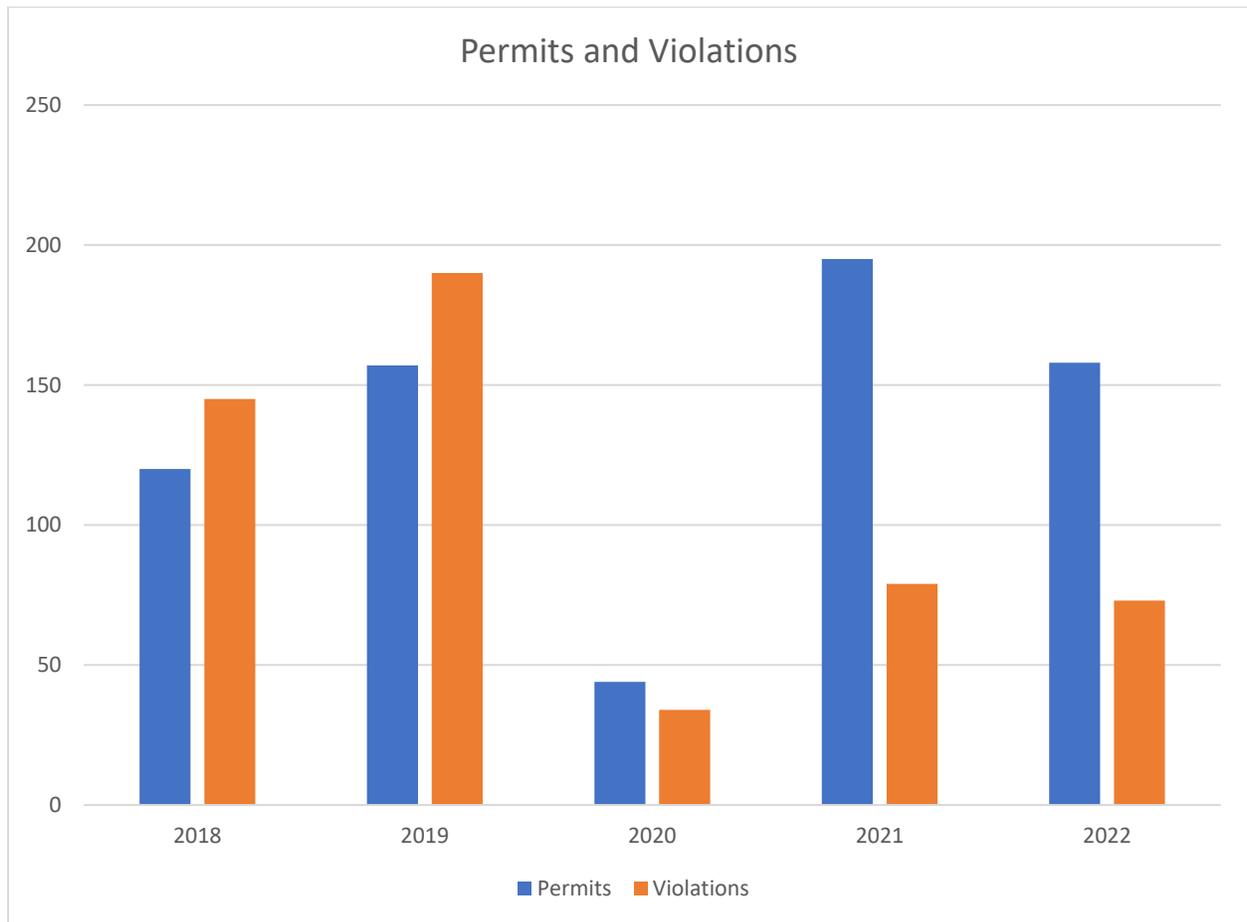


GIS Administration (mapping, internal and exterior customers)

**Meets Council Goals:**

**1. Develop opportunities for residential and commercial development.**

**5. Complete established projects and continue strengthening community partnerships.**

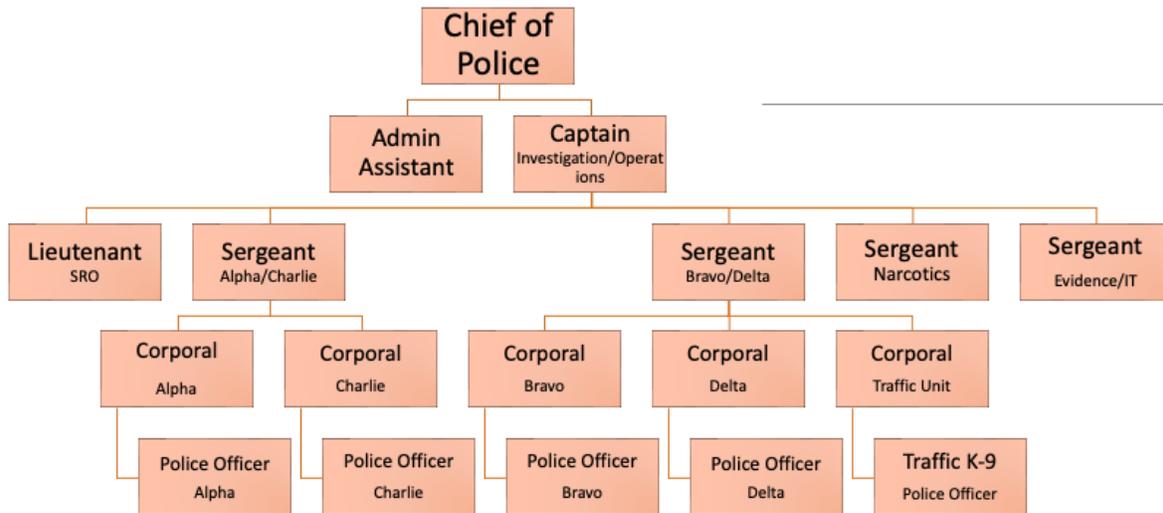


Walhalla, South Carolina  
**01 COMMUNITY DEVELOPMENT (511)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages				85,587.84	31,874.76	142,000.00	92,000.00
Contract Labor				-			
Retirement				14,173.27	5,597.24	26,335.00	17,075.00
FICA				6,547.43	2,368.74	10,863.00	7,038.00
Workers Comp.				583.82	242.79	1,732.00	1,122.00
Health Insurance				12,332.64	3,227.58	35,511.00	30,299.00
Christmas Bonus				200.00	54.15	150.00	150.00
<b>Personnel Services</b>				<b>119,425.00</b>	<b>43,365.26</b>	<b>216,591.00</b>	<b>147,684.00</b>
<b>Materials &amp; Supplies</b>							
Office Supplies				1,000.00	232.30	750.00	1,000.00
Postage				100.00		250.00	100.00
Gas & Oil				1,200.00	342.82	1,200.00	1,200.00
Materials and Supplies				200.00		150.00	200.00
Health Supplies				-		-	-
<b>Materials &amp; Supplies</b>				<b>2,500.00</b>	<b>575.12</b>	<b>2,350.00</b>	<b>2,500.00</b>
<b>Other Services</b>							
Janitorial Services & Supplies				-		-	-
Dues & Licenses				1,500.00		1,500.00	1,500.00
Travel				1,000.00		750.00	1,000.00
Training				1,000.00		1,500.00	1,000.00
Vehicle Parts & Repairs				500.00		500.00	500.00
Electricity				-		-	-
Telephone				500.00		500.00	-
Equipment Maintenance				-		-	-
Leases & Service Contracts				-		-	45,000.00
Building Maintenance				-		-	-
Cell Phones				1,000.00	545.56	1,000.00	1,000.00
Advertising				500.00	54.50	750.00	500.00
Legal Fees				500.00		500.00	500.00
Tort/Liability				1,000.00	3,290.00	1,000.00	1,000.00
Property Ins.				500.00	455.50	500.00	500.00
Vehicle Insurance				1,000.00	521.00	1,000.00	600.00
Computer Services				4,000.00		4,000.00	4,000.00
Miscellaneous Expenses				500.00	96.00	500.00	500.00
<b>Other Services</b>				<b>13,500.00</b>	<b>4,962.56</b>	<b>14,000.00</b>	<b>57,600.00</b>
<b>Total Administration</b>				<b>135,425.00</b>	<b>48,902.94</b>	<b>232,941.00</b>	<b>207,784.00</b>



## Police (520)



The Police Department has 17 sworn officers. The department is led by a chief, captain, and one administrative assistant. The police department covers the 3.9 square miles of incorporated boundaries and provides law enforcement to Stumphouse Mountain Parks and mutual aid to other agencies upon request. Calls for service have nearly doubled from 3816 to 14599 in the last 10 years. Capital crimes have not increased; however, law enforcement spends a lot of time dealing with narcotic violations. The nationwide opioid crisis is very real and felt in Walhalla.

During the last year the Department's notable achievements have been.

- Stabilized workforce
- Worked with community and mutual aid partners
- Expanded Mutual Aid network to include Clemson University
- Implemented SCLEA accreditation measures for compliance
- Re-branded Police Department
- Continued to maintain community trust

The following are objectives for the police department.

- Increase sworn staffing level and equipment needed to 3.8 officers per 1000 population (18 full time officers). This would allow for 3 officer shifts 24/7.
- Continue to fund competitive pay for officers/staff
- Upgrade police facility to provide adequate space for training, evidence storage, office space, and interview/investigation
- Complete process to receive SCLEA Accreditation.

The budget includes the following items aside from normal operational items.



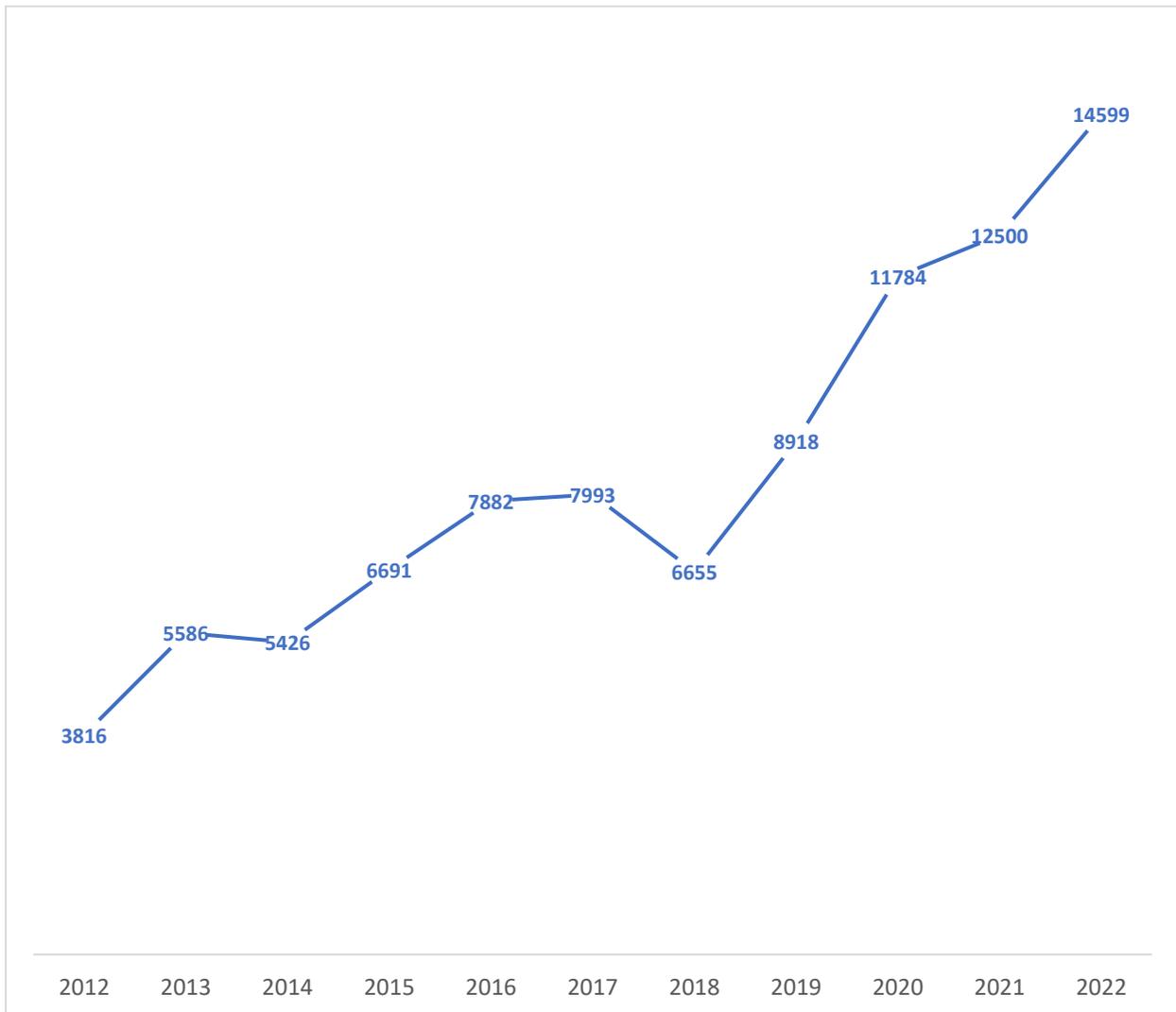
- 1) AXON body camera and taser contract
- 2) Continues 1 narcotics grant funded position

Meets Council Goals:

3. Invest in human capital; create competitive employee compensation and workforce.

5. Complete established projects and continue strengthening community partnerships.

### 10-year Police calls for service



**Walhalla, South Carolina**  
**01 POLICE (520)**  
**2023-2024 Budget**

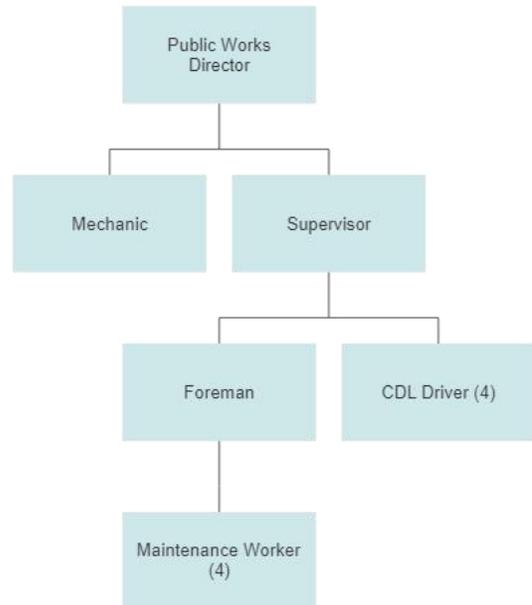
Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	473,343.83	574,210.73	649,054.04	761,091.55	511,520.32	868,458.00	818,458.00
Overtime	38,025.62	32,507.75	24,744.50	20,000.00	14,775.57	20,000.00	20,000.00
Retirement	104,948.79	107,335.79	117,525.06	145,453.30	104,390.85	183,480.00	172,860.00
FICA	44,823.33	45,079.99	49,855.68	58,223.50	38,970.90	66,437.00	62,612.00
Workers Comp.	-	30,634.45	31,463.16	39,062.14	26,983.61	44,839.00	42,149.00
Health Insurance	96,280.87	71,772.92	81,961.13	138,450.24	79,835.31	165,354.00	159,485.00
Christmas Bonus	1,172.89	2,307.44	1,840.81	2,200.00	2,246.91	2,300.00	2,300.00
Unemployment	-	84.80					
Reserve Officers	-	-					
Physicals	1,516.00	987.00	2,426.00	1,800.00	1,333.00	1,800.00	1,800.00
<b>Personnel Services Total</b>	<b>760,111.33</b>	<b>864,920.87</b>	<b>958,870.38</b>	<b>1,166,280.73</b>	<b>780,056.47</b>	<b>1,352,668.00</b>	<b>1,279,664.00</b>
<b>Materials &amp; Supplies</b>							
Surety Bonds	-	-					
Polygraph Testing	-	-		3,500.00	250.00	3,500.00	3,500.00
Office Supplies	3,244.91	4,161.92	11,305.30	4,000.00	2,628.02	4,000.00	4,000.00
Postage	189.71	124.30	178.53	200.00	117.79	200.00	200.00
Tires	8,344.17	2,846.79	1,694.00	4,000.00	2,366.31	5,000.00	5,000.00
Gas & Oil	35,364.55	38,989.21	47,378.71	35,700.00	42,243.20	45,700.00	45,700.00
Materials and Supplies	5,667.43	3,239.09	3,101.90	3,500.00	2,910.20	4,000.00	4,000.00
Janitorial Supplies	2,369.83	3,728.08	3,334.06	3,500.00	3,865.17	4,000.00	4,000.00
Health Supplies	177.92	168.00	1,414.43	600.00	490.88	600.00	600.00
<b>Materials &amp; Supplies Total</b>	<b>55,358.52</b>	<b>53,257.39</b>	<b>68,406.93</b>	<b>55,000.00</b>	<b>54,871.57</b>	<b>67,000.00</b>	<b>67,000.00</b>
<b>Other Services</b>							
Dues & Licenses	649.21	561.75	620.00	500.00	1,134.00	2,500.00	2,500.00
Travel	1,663.15	1,886.67	2,126.07	2,000.00	981.31	2,000.00	2,000.00
Training	4,371.39	4,843.49	4,856.11	6,000.00	4,707.91	6,000.00	6,000.00
Vehicle Repairs	16,369.09	20,354.25	11,619.84	7,000.00	12,854.99	15,000.00	15,000.00
Electricity	7,150.94	7,098.93	4,641.20	7,500.00	4,121.92	5,000.00	5,000.00
Telephone	6,455.53	7,613.95	3,862.20	3,800.00	2,896.65	3,800.00	3,800.00
Natural Gas	384.22	397.59	491.03	600.00	517.34	600.00	600.00
Leases & Services Contracts	-	55,525.29	36,194.58	25,200.00	-	25,200.00	25,200.00
Building Main.	4,949.75	7,331.26	5,947.81	5,000.00	4,091.75	5,000.00	5,000.00
Cell Phones	2,064.00	3,016.89	2,353.04	3,000.00	736.52	8,000.00	8,000.00
Radio Main.	1,765.06	1,029.23	1,588.00	1,500.00	400.70	1,500.00	1,500.00
Uniforms	11,933.54	14,371.87	10,673.03	8,000.00	11,498.39	8,000.00	8,000.00
Police Foundation	-	8,053.98	8,992.76	-	355.65		
Juvenile Detention	-	-	2,725.00	-	1,675.00	1,500.00	1,500.00
Advertising	719.06	250.38	1,336.83	2,000.00	1,295.53	2,000.00	2,000.00
Administration Cost	-	-			85.00		
Tort/Liability	22,670.00	36,233.99	43,605.80	45,000.00	61,137.00	45,000.00	62,000.00
Property Ins.	2,038.00	2,077.00	1,830.00	2,170.00	1,652.00	2,170.00	2,170.00
Vehicle Insurance	9,592.50	9,228.50	9,460.00	12,000.00	10,886.00	12,000.00	12,000.00
Computer Services	7,428.44	7,281.69	8,382.40	13,000.00	8,832.00	10,000.00	10,000.00
Canine Unit	1,488.33	1,367.45	3,988.37	3,500.00	3,576.52	4,000.00	4,000.00
Penalty	371.65	-	50.33		17.60		
Grant Match	23,861.68	-	35,580.39	2,000.00	527.88	4,000.00	4,000.00
Purchase Stolen Items/Recovery	318.92	-			-		
<b>Other Services Total</b>	<b>126,244.46</b>	<b>188,524.16</b>	<b>200,924.79</b>	<b>149,770.00</b>	<b>133,981.66</b>	<b>163,270.00</b>	<b>180,270.00</b>
<b>Capital Outlay</b>							
Capital Vehicle	-	34,311.00	128,996.47				
Capital- Equipment	18,798.29	-	8,999.92		5,791.32		
Capital-Miscellaneous	-	-					
<b>Capital Outlay Total</b>	<b>18,798.29</b>	<b>34,311.00</b>	<b>137,996.39</b>	<b>-</b>	<b>5,791.32</b>	<b>-</b>	<b>-</b>
<b>Total Police</b>	<b>960,512.60</b>	<b>1,141,013.42</b>	<b>1,366,198.49</b>	<b>1,371,050.73</b>	<b>974,701.02</b>	<b>1,582,938.00</b>	<b>1,526,934.00</b>



## STREETS AND SANITATION (530)



ORGANIZATION CHART  
2023



The Street and Sanitation Department is staffed with 12 people. The Sanitation Division collects yard debris, trash, limited recycling, residential and commercial garbage. There are approximately 1900 inside city customers and now over 1000 outside city customers. The Street Division maintains 62 acres of park property, some shared with the Parks and Recreation Department, 7 miles of right-away, assist with special events, clear drainage grates and debris during storms and spray mosquitos in the spring and summer. They are also heavily involved with maintenance at Stumphouse Park.

Significant investment has been made in sanitation in FY 23. A used front load sanitation truck was purchased, and a 2022 side load sanitation truck was procured with a lease purchase. The purchase of these trucks will make our garbage collections substantially more reliable and should reduce complaints. Another front load sanitation truck was purchased in FY 23 along with a smaller rear load. This will allow us to have spares and liquidate old, worn out and broken equipment.



This year's accomplishments are:

- Installed gas/oil mixture tank collection station at 395 South Cedar Street through a DHEC grant.
- Began implementation of IWORQ fleet management system
- Wire brush, primed and painted the backstop at Chicopee Ball Field
- Replaced roll carts with dumpsters in the Downtown commercial area
- Replaced grills at Stumphouse
- Replaced decking at the Depot

Department objectives for FY 24 include:

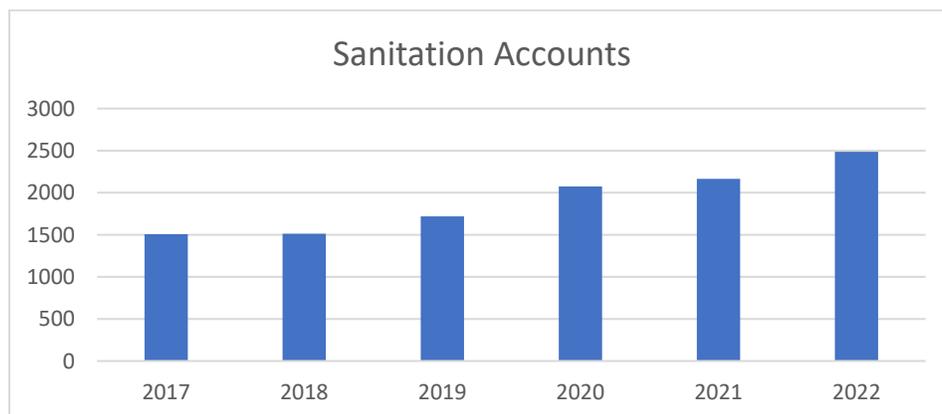
- 1) Collection of residential and commercial garbage on the scheduled day.
- 2) Collect yard debris once a week.
- 3) Maintain property maintenance schedule of 7-10 days between site visits.
- 4) Improve vehicle and equipment maintenance program.
- 5) Improve garbage collection during events
- 6) Repair sidewalks and roadways
- 7) Purchase more roll carts and dumpsters
- 8) Maintain fleet to a better condition
- 9) Improve collection times and reduce delays
- 10) Improve fleet services
- 11) Improve customer service responses
- 12) Continue to provide support to transportation and facilities

Meets Council Goals:

2.Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs.

4.Continue to support infrastructure and capital replacement programs.

5.Complete established projects and continue strengthening community partnerships.

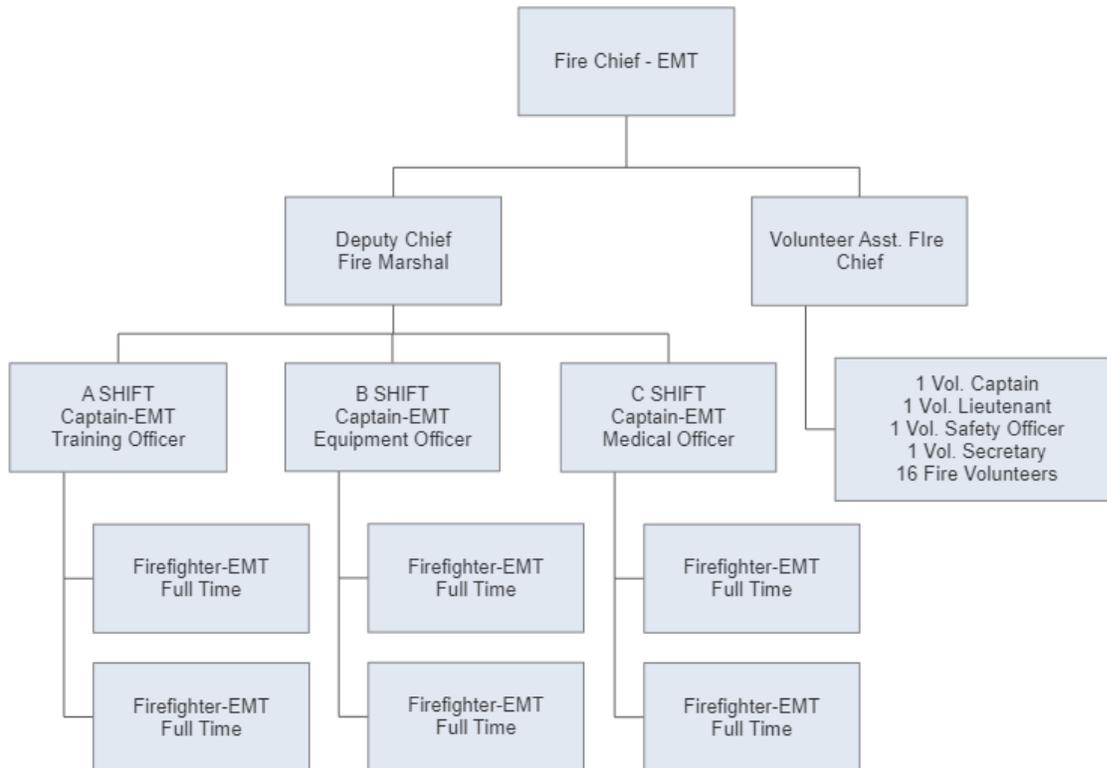


**Walhalla, South Carolina**  
**01 PUBLIC WORKS (530)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	390,765.14	423,811.53	464,664.57	521,634.30	296,205.30	504,514.00	504,514.00
Overtime	18,359.33	11,894.22	18,886.91	10,000.00	10,582.12	15,000.00	15,000.00
Retirement	73,803.94	65,833.90	71,372.25	86,382.64	53,517.51	93,638.00	93,638.00
FICA	37,009.22	32,404.52	36,086.06	39,905.02	22,757.42	38,595.00	38,595.00
Workers Comp.	-	21,130.28	20,562.05	37,436.61	14,643.62	26,457.00	26,457.00
Health Insurance	88,042.27	78,393.73	64,392.98	91,090.56	48,233.70	89,871.00	89,871.00
Christmas Bonus	2,096.00	2,111.52	2,138.56	2,200.00	2,100.00	2,200.00	2,200.00
Unemployment	-	858.00					
<b>Personnel Services</b>	<b>610,075.90</b>	<b>636,437.70</b>	<b>678,103.38</b>	<b>788,649.13</b>	<b>448,039.67</b>	<b>770,275.00</b>	<b>770,275.00</b>
<b>Materials and Supplies</b>							
Physicals	-	-	125.00	300.00	-	300.00	300.00
Office Supplies	337.90	55.31	520.08	1,400.00	674.07	1,400.00	1,400.00
Postage	-	-	-	50.00	-	50.00	50.00
Tires	21,317.68	22,071.06	29,783.01	33,000.00	17,899.65	33,000.00	33,000.00
Gas & Oil	72,114.30	85,554.66	110,065.09	96,000.00	93,346.26	137,000.00	137,000.00
Materials and Supplies	16,386.89	25,479.53	10,592.61	14,000.00	9,082.32	18,000.00	10,000.00
Tools	975.19	66.73	556.50	8,000.00	2,750.62	21,000.00	8,000.00
Gravel & Stone	1,980.07	575.91	1,180.71	3,000.00	-	3,000.00	3,000.00
Asphalt	525.18	-	2,400.00	3,000.00	-	3,000.00	3,000.00
Health Supplies	582.44	-	366.00	2,000.00	527.09	2,000.00	2,000.00
<b>Materials and Supplies</b>	<b>114,219.65</b>	<b>133,803.20</b>	<b>155,589.00</b>	<b>160,750.00</b>	<b>124,280.01</b>	<b>218,750.00</b>	<b>197,750.00</b>
<b>Other Services</b>							
Janitorial Supplies	146.59	353.73	-	500.00	-	1,500.00	1,500.00
Dues & Licenses	143.29	762.04	746.79	500.00	143.29	500.00	500.00
Travel	169.87	-	774.40	1,600.00	972.10	2,200.00	2,200.00
Training	115.28	-	235.00	1,200.00	370.00	1,200.00	1,200.00
Vehicle Repairs	30,551.48	46,681.59	85,757.10	34,000.00	35,508.60	45,000.00	40,000.00
Electricity	1,314.20	1,241.67	1,319.85	1,500.00	805.47	1,500.00	1,500.00
Telephone	943.78	1,170.07	1,452.29	1,000.00	1,252.22	1,500.00	1,500.00
Traffic Signals -Electricity	3,990.05	4,181.49	4,198.87	4,000.00	3,697.19	4,000.00	4,000.00
Natural Gas	2,310.83	2,224.41	2,442.50	3,000.00	1,701.47	3,000.00	3,000.00
Equipment Main.	26,047.72	17,393.28	27,931.04	27,000.00	10,929.40	27,000.00	16,000.00
Leases & Contracts	22,278.57	111,030.83	147,122.22	-	-	-	-
Building Main.	2,385.17	1,070.05	5,161.76	10,000.00	638.40	10,000.00	10,000.00
Grounds Main	9,494.13	5,224.64	9,239.34	10,000.00	9,208.48	17,000.00	10,000.00
Recycling	-	420.77	185.50	200.00	-	200.00	200.00
Cell Phones	1,321.97	980.77	1,107.28	1,200.00	689.85	1,200.00	1,200.00
Radio Main.	-	107.15	-	2,000.00	-	2,000.00	2,000.00
Uniforms	8,491.19	7,562.63	10,179.94	12,000.00	7,575.21	14,000.00	10,000.00
					-		
Advertising	1,200.10	401.74	73.00	1,300.00	150.00	1,300.00	1,300.00
Tort/Liability	5,924.00	3,662.41	3,505.56	4,000.00	4,709.00	4,800.00	4,800.00
Property Ins.	802.00	1,235.00	1,371.00	1,500.00	1,258.50	1,500.00	1,500.00
Vehicle Insurance	13,362.50	13,331.00	16,174.50	18,000.00	18,355.50	20,000.00	20,000.00
Computer Services	3,016.55	1,530.39	134.45	4,000.00	4,975.16	9,000.00	4,000.00
Penalty	55.00	127.82	-	-	-		
Grant Match	-	5,662.83	28,043.71	4,000.00	14,149.60	4,000.00	4,000.00
Miscellaneous Expense	-	-	35.00		-		
Electricity	4,605.00	5,245.71	4,577.06	5,000.00	3,446.03	5,000.00	5,000.00
Electricity-Christmas Lights	620.17	730.66	759.03	1,500.00	552.36	1,500.00	800.00
Electricity-Street Lights	52,871.82	57,014.84	55,778.20	57,000.00	40,286.38	57,000.00	57,000.00
Building & Fixed Assets	-	-	-				
Furniture & Fixtures	-	-	-				
<b>Other Services</b>	<b>192,161.26</b>	<b>289,347.52</b>	<b>408,305.39</b>	<b>206,000.00</b>	<b>161,374.21</b>	<b>235,900.00</b>	<b>203,200.00</b>
<b>Capital Outlay</b>							
Capital-Vehicle	-	-	375,874.56	-			
Capital-Equipment	25,696.14	22,727.04	12,957.06	51,000.00	32,400.70	53,000.00	50,000.00
Capital-Miscellaneous	-	-	-	-			
C-Funds Paving	424,336.17	-	-	717,835.50			
<b>Capital</b>	<b>450,032.31</b>	<b>22,727.04</b>	<b>388,831.62</b>	<b>768,835.50</b>	<b>32,400.70</b>	<b>53,000.00</b>	<b>50,000.00</b>
<b>Total Streets and Sanitation</b>	<b>1,366,489.12</b>	<b>1,082,315.46</b>	<b>1,630,829.39</b>	<b>1,924,234.63</b>	<b>766,094.59</b>	<b>1,277,925.00</b>	<b>1,221,225.00</b>



## FIRE (540)



The Fire Department protects the City corporate limits as well as an unincorporated area by contract with Oconee County. They serve a population of 9,803 people inside an area of 44.4 square miles, with 3.94 miles inside the city limits of Walhalla. The Department currently has a class 2 ISO rating. It is staffed by 11 paid firefighters and complimented by 20 volunteers. Other achievements over the year include:

- Responding to 1600 calls for service in 2022. This is a 300% increase in the last 10 years.
- Walhalla delivered an average 6-minute response time for all calls within the immediate protection area. This time far exceeds the 14-minutes recommended by the National Fire Protection Association. Inside the City response average is 3:43.
- Logged over 4500 hours of fire training to increase our readiness to respond while spending over 3000 hours on scenes of incidents.



- The department regularly assists other municipalities through mutual aid agreements.
- The department is heavily involved in coordinating and participating in Special Events such as Oktoberfest, Christmas Parade, Independence Eve among others.
- The department added 3 additional firefighters in FY 23 to combat growing call volume.

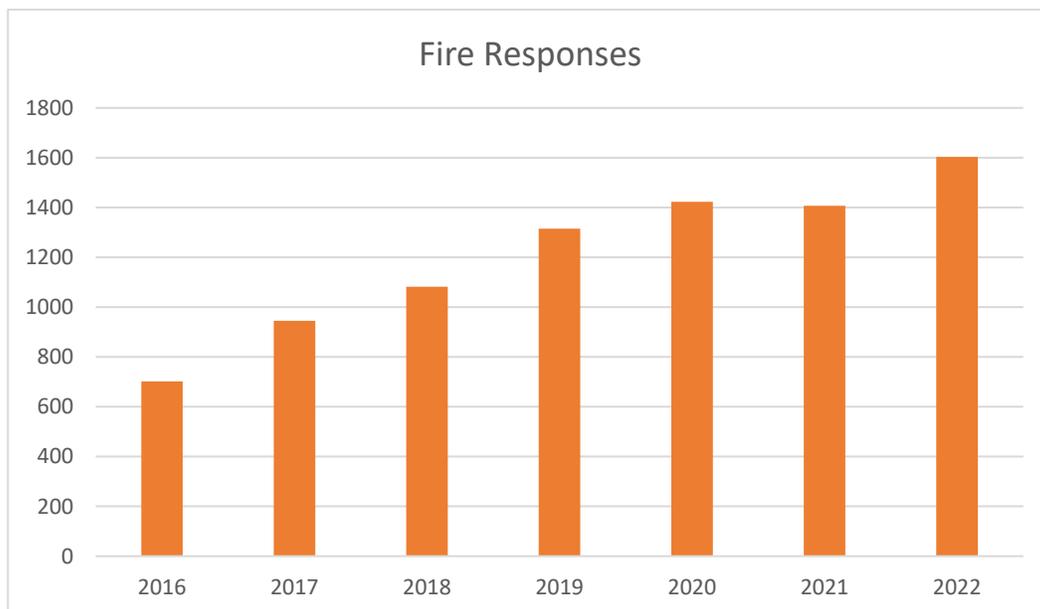
The Department Objectives for FY 24 include:

- Reduce or maintain current response times in all coverage areas.
- Increase staff training hours.
- Implement a competitive pay adjustment per position level
- Maintain our earned ISO 2 rating in the City
- Staff the Deputy Chief's position
- Increase training hours for the department
- Incorporate water/dive rescue into our response capabilities
- Perform medical care(non-transport) at the EMT -B level
- Increase the community risk reduction program
- Maintain the zero-fire death goal
- Recruit and retain volunteers
- Utilize grant opportunities to fund capital equipment
- Implement a fire management plan for Stumphouse Mountain property
- Facility upgrades to house increased personnel, apparatus and storage needs
- Continue to make progress on our capital, apparatus and equipment replacement plans

Meets Council Goals:

3. Invest in human capital; create competitive employee compensation and workforce.

5. Complete established projects and continue strengthening community partnerships.



**Walhalla, South Carolina**  
**01 FIRE (540)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	231,950.72	392,622.21	390,206.02	442,601.96	296,233.82	537,371.00	453,400.00
Overtime	1,794.23	1,041.50	3,128.61	10,000.00	12,506.59	20,000.00	15,000.00
Retirement	34,815.27	61,791.18	60,903.28	84,038.80	60,365.83	112,972.00	95,069.00
FICA	20,709.52	30,096.38	29,659.97	33,859.05	23,144.49	41,109.00	34,685.00
Workers Comp.	-	17,402.61	15,530.96	17,925.38	12,632.11	21,764.00	18,363.00
Health Insurance	38,270.28	39,148.06	39,544.38	76,376.88	42,663.51	98,624.00	81,017.00
Christmas Bonus	1,191.11	1,732.51	1,624.22	2,000.00	1,326.51	1,500.00	1,500.00
Unemployment	-	-	-				
Physicals	-	250.00	-				
<b>Personal Services</b>	<b>328,731.13</b>	<b>544,084.45</b>	<b>540,597.44</b>	<b>666,802.07</b>	<b>448,872.86</b>	<b>833,340.00</b>	<b>699,034.00</b>
<b>Materials and Supplies</b>							
Volunteer Fireman	10,036.53	1,558.61	6,110.66	12,000.00	8,932.90	15,000.00	8,000.00
Office Supplies	3,158.29	2,444.22	-	4,000.00	3,007.69	5,000.00	5,000.00
Postage	50.00	9.50	-	50.00	7.85	50.00	50.00
Tires	3,823.82	421.81	672.26	4,000.00	3,447.64	6,000.00	6,000.00
Gas & Oil	11,197.70	11,285.34	19,582.03	12,000.00	17,589.43	32,000.00	20,000.00
Materials and Supplies	469.92	579.71	554.97	1,000.00	705.93	1,000.00	1,000.00
Janitorial Supplies	843.13	23.15	535.38	2,000.00	1,920.46	4,000.00	3,000.00
Health Supplies	424.83	4,181.24	4,278.60	8,000.00	2,994.30	12,000.00	12,000.00
<b>Materials &amp; Supplies</b>	<b>30,004.22</b>	<b>20,503.58</b>	<b>31,733.90</b>	<b>43,050.00</b>	<b>38,606.20</b>	<b>75,050.00</b>	<b>55,050.00</b>
<b>Other Services</b>							
Dues & Licenses	3,386.15	5,534.74	6,895.72	8,000.00	4,029.84	12,000.00	8,000.00
Travel	1,731.48	1,144.51	75.00	3,000.00	954.85	6,000.00	3,000.00
Training	3,811.45	3,703.92	3,381.56	6,000.00	6,979.00	10,000.00	7,500.00
Vehicle Repairs	7,585.41	30,783.88	23,010.55	10,000.00	8,314.69	15,000.00	10,000.00
Fire Prevention	2,207.09	318.00	632.80	3,000.00	1,720.93	5,000.00	3,000.00
Electricity	7,025.15	7,286.46	8,579.64	7,000.00	5,772.24	7,000.00	7,000.00
Telephone	993.13	993.29	1,159.80	1,000.00	811.34	1,500.00	1,500.00
Natural Gas	1,220.75	1,400.51	1,087.81	1,000.00	1,034.44	1,000.00	1,000.00
Equipment Main.	8,506.72	7,060.96	5,610.48	10,000.00	5,108.04	20,000.00	10,000.00
Leases & Contracts	34,300.00	84,820.74	84,831.59	-	-	-	-
Building Main.	4,014.25	2,370.75	7,987.84	8,000.00	4,107.22	15,000.00	8,000.00
Grounds Main	-	298.34	508.33	250.00	275.66	450.00	350.00
Cell Phones	2,474.88	2,764.89	2,640.79	3,100.00	1,827.14	3,100.00	3,100.00
Radio Main.	5,296.90	4,839.45	5,094.34	6,700.00	832.29	12,000.00	8,000.00
Uniforms	10,859.12	5,320.98	4,769.02	7,500.00	7,889.66	12,000.00	8,500.00
Advertising	-	171.44	-	300.00	-	300.00	300.00
Tort/Liability	4,676.00	4,041.65	3,610.82	6,000.00	4,254.50	6,000.00	5,000.00
Property Ins.	1,616.00	1,582.50	1,834.50	2,500.00	2,260.50	2,500.00	2,500.00
Vehicle Insurance	6,888.50	5,707.50	7,406.00	8,000.00	8,372.00	8,000.00	9,000.00
Penalty	101.02		-				
Computer Services	-		-				
Grant Match	11,013.88	8.16	-	10,000.00	8,135.93	20,000.00	5,000.00
Emergency Recovery			-				
<b>Other Services</b>	<b>117,707.88</b>	<b>170,152.67</b>	<b>169,116.59</b>	<b>101,350.00</b>	<b>72,680.27</b>	<b>156,850.00</b>	<b>100,750.00</b>
<b>Capital Outlay</b>							
Capital-Vehicle	-			-			
Capital-Equipment	-	8,448.44	42,240.80	11,000.00	11,000.00		
Capital-Miscellaneous	59,404.92			-			
Capital- Facility	-			4,000.00			
<b>Capital</b>	<b>59,404.92</b>	<b>8,448.44</b>	<b>42,240.80</b>	<b>15,000.00</b>	<b>11,000.00</b>	<b>-</b>	<b>-</b>
<b>Total Fire</b>	<b>535,848.15</b>	<b>743,189.14</b>	<b>783,688.73</b>	<b>826,202.07</b>	<b>571,159.33</b>	<b>1,065,240.00</b>	<b>854,834.00</b>

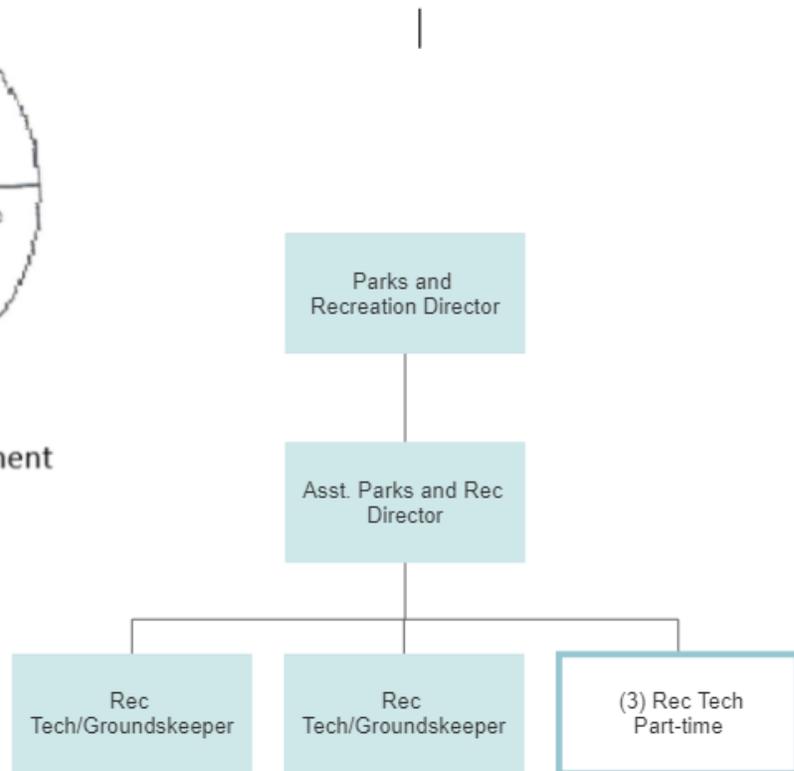


## PARKS AND RECREATION (550)

### RECREATION DEPARTMENT



Walhalla Recreation Department



The Parks and Recreation Department maintains 41 acres of open spaces. This includes facility maintenance of structures inside the parks and lawn maintenance. Team sports are continually growing since coming out of the COVID-19 pandemic. The disc golf course continues to be a popular attraction. The swimming pool is under a successful partnership with the YMCA. Some other achievements this year include:

- Increased social media presence
- Made substantial upgrades to Chicopee Field
- Introduced card payments in office for registrations
- Created new coaching policies
- Replaced bridge decking
- Contracted for new score board and field light installation



Objectives for FY 24 include:

- 1) Strive to increase the level of service.
- 2) Improve City Park amenities.
- 3) Continue restoration at Chicopee Ballfield.
- 4) Introduce volleyball and flag football programs
- 5) Develop a comprehensive recreation plan to include community center
- 6) Repainting of city swimming pool

The budget includes

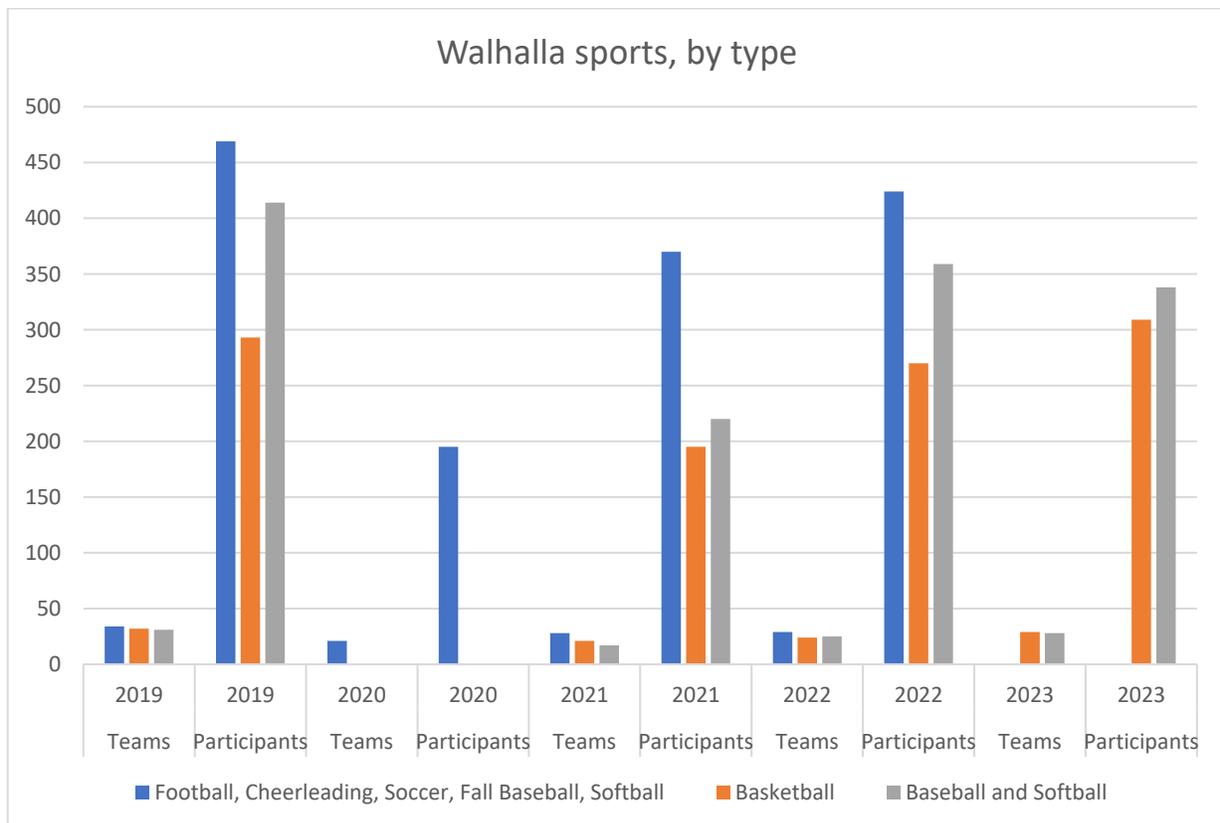
- 1) 3 part timers
- 2) New volleyball and flag football programs.
- 3) An allocation toward City Park improvements.

Meets Council Goals:

2.Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs.

4.Continue to support infrastructure and capital replacement programs.

5.Complete established projects and continue strengthening community partnerships.



**Walhalla, South Carolina**  
**01 PARKS AND RECREATION (550)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
Salaries Wages	111,377.12	127,263.24	165,117.51	178,720.21	118,351.30	209,840.00	195,800.00
Overtime		600.00	-	-		-	2,500.00
Retirement	19,549.64	21,074.00	25,061.34	29,596.07	20,858.24	25,917.00	25,918.00
FICA	9,910.98	9,735.64	12,402.15	13,672.10	8,918.24	16,053.00	14,979.00
Workers Comp.		2,888.88	3,374.37	4,056.95	2,661.12	4,763.00	4,445.00
Health Insurance	22,047.54	22,452.80	21,735.44	28,232.88	14,940.72	17,606.00	17,606.00
Christmas Bonus	1,055.76	875.00	839.19	1,200.00	839.21	1,200.00	1,200.00
Unemployment			-				
<b>Personnel Services</b>	<b>163,941.04</b>	<b>184,889.56</b>	<b>228,530.00</b>	<b>255,478.21</b>	<b>166,568.83</b>	<b>275,379.00</b>	<b>262,448.00</b>
<b>Materials and Supplies</b>							
Office Supplies	194.54		314.36	400.00	204.27	400.00	400.00
Postage			-	50.00	-	50.00	50.00
Tires	201.40		313.38	400.00	-	800.00	800.00
Gas & Oil	2,644.13		4,571.79	3,000.00	3,679.25	4,500.00	4,500.00
Materials and Supplies	1,002.04		947.98	1,500.00	69.04	1,500.00	1,500.00
Gravel & Stone	243.21		56.00	1,000.00	-	1,000.00	1,000.00
Credit Card Service Charges			-	300.00	-	300.00	300.00
Health Supplies			65.46	200.00	-	200.00	200.00
<b>Material and Supplies</b>	<b>4,285.32</b>	<b>5,550.00</b>	<b>6,268.97</b>	<b>6,850.00</b>	<b>3,952.56</b>	<b>8,750.00</b>	<b>8,750.00</b>
<b>Other Services</b>							
Surety Bonds	-		135.00	135.00	-	135.00	135.00
Janitorial Services & Supplies	1,039.62		1,150.45	1,200.00	692.72	1,200.00	1,200.00
Dues & Licenses	2,156.47		2,408.49	2,500.00	1,850.00	3,500.00	3,500.00
Travel	6,842.62		6,019.00	6,500.00	425.00	6,000.00	6,000.00
Training			-	400.00	-	500.00	500.00
Vehicle Repairs	427.08		161.00	500.00	-	500.00	500.00
Electricity			-	-	-		
Telephone	687.04		1,148.02	700.00	873.65	900.00	900.00
Natural Gas	4,385.96		3,311.05	4,500.00	2,950.94	4,500.00	4,500.00
Equipment Main.	439.10		1,192.17	1,500.00	444.98	1,500.00	1,500.00
Lease and Service Contracts	5,428.54		6,427.99	-	-	-	-
Building Main.	4,528.54		3,682.06	4,000.00	1,671.12	4,000.00	4,000.00
Grounds Main	10,337.39		10,161.17	8,000.00	6,369.95	10,000.00	10,000.00
Cell Phones	540.42		448.18	700.00	325.41	700.00	700.00
Oconee County Rec. Funds	-		31,222.30	50,000.00	2,322.16	50,000.00	50,000.00
Game Officials	19,261.00		20,301.00	22,250.00	23,446.00	28,000.00	28,000.00
Senior Citizens	-		-	-	-		
Advertising	-		-	200.00	-	200.00	200.00
Sponsor Banner	-		400.00	400.00	343.44	400.00	400.00
Tort/Liability	1,870.00		1,511.18	1,900.00	1,887.00	1,900.00	1,900.00
Property Ins.	5,016.00		5,706.00	6,200.00	6,445.50	6,500.00	6,500.00
Vehicle Insurance	1,244.00		1,476.00	1,500.00	1,561.50	1,600.00	1,600.00
Computer Services	991.50		190.00	1,000.00	-	1,000.00	1,000.00
Penalty	-		-	-	-		
Special Events	(759.76)		-	-	-		
Miscellaneous Expense	-		-	-	-		
Electricity-Ballfields	16,410.87		16,857.38	17,000.00	11,241.55	17,000.00	17,000.00
Electricity-Tennis ct.	937.30		544.62	1,500.00	376.13	1,000.00	1,000.00
Electricity- Gym	6,228.68		7,912.68	9,000.00	6,694.81	9,000.00	9,000.00
Building & Fixed Assets	-		-	-	-		
Furniture & Fixtures	-		-	-	-		
Sports Equipment	-		21,073.89	30,000.00	10,653.11	30,000.00	30,000.00
Capital- Vehicle	-		-	-	-		
Capital- Equipment	23,141.24		18,717.38	12,000.00	-	-	-
Uniforms Sports	26,212.57		24,521.87	35,000.00	19,373.87	35,000.00	35,000.00
Insurance-Sports	5,526.60		2,141.00	6,000.00	48.00	6,000.00	6,000.00
<b>Other Services Total</b>	<b>142,892.78</b>	<b>156,495.00</b>	<b>188,819.88</b>	<b>224,585.00</b>	<b>99,996.84</b>	<b>221,035.00</b>	<b>221,035.00</b>
<b>Capital Outlay</b>							
Chicopee Ballfield	37,135.02				22,000.00	-	-
<b>Capital</b>	<b>37,135.02</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,000.00</b>	<b>-</b>	<b>-</b>
<b>Total Recreation</b>	<b>348,254.16</b>	<b>346,934.56</b>	<b>382,262.94</b>	<b>486,913.21</b>	<b>292,518.23</b>	<b>505,164.00</b>	<b>492,233.00</b>



## GENERAL PROPERTIES (551, 555, 556)

These are properties not assigned to a specific department but are heavily utilized by visitors and citizens. They include the City Pool, Stumphouse Mountain Tunnel Park/Bike Park, St. Johns Meeting House, and the Depot. These are supported by all City Departments. Fire, Water, and Public Works help manage these facilities. Stumphouse Mountain will receive several new additions this year through special funding from the state. The city pool will need to be painted and in need of new buildings that house pumps and chlorination equipment. Special Funds will need to be secured to accomplish these projects.

Accomplishments over FY 23 include:

- 1) Construction of Phase 3 bike trails at Stumphouse
- 2) Began construction of Ross Mountain Parking Lot
- 3) Replaced Depot and Earle House Decking
- 4) Contracted professional services for Stumphouse

Objectives for FY 24 include:

- 1) Continue contract for Stumphouse Professional services
- 2) Construction of 10 miles mountain bike trails at Stumphouse
- 3) Construction of Ross Mountain Parking Facility
- 4) Trail maintenance at Stumphouse
- 5) Complete Phase 1 of Walhalla Wanderweg (greenway)
- 6) Implement Pay Attendant at Stumphouse and parking enforcement
- 7) Paint Walhalla Depot
- 8) Repair St Johns Meeting House Soffits
- 9) Continue Pool YMCA agreement
- 10) Paint swimming pool

Meets Council Goals:

2.Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs.

4.Continue to support infrastructure and capital replacement programs.

5.Complete established projects and continue strengthening community partnerships.

**Walhalla, South Carolina**  
**01 DEPOT (555)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
Contract Labor	2,630.00	4,280.00	5,080.00	3,700.00	3,750.00	5,000.00	5,000.00
Janitorial Supplies	278.41	-	-	350.00	-	350.00	350.00
Electricity	4,552.81	3,137.00	3,182.54	3,800.00	3,476.22	4,000.00	4,000.00
Natural Gas	1,929.38	989.22	1,025.68	1,100.00	820.36	1,100.00	1,100.00
Building Maintenance	1,000.00	90.00	975.97	1,000.00	280.32	1,000.00	1,000.00
Grounds Maintenance			-	300.00	-	300.00	300.00
Property Insurance	1,352.00	758.50	811.00	1,000.00	966.00	1,000.00	1,000.00
Miscellaneous			-	-	125.00	125.00	125.00
<b>Total Depot</b>	<b>11,742.60</b>	<b>9,254.72</b>	<b>11,075.19</b>	<b>11,250.00</b>	<b>9,417.90</b>	<b>12,875.00</b>	<b>12,875.00</b>

**Walhalla, South Carolina**  
**01 TUNNEL (556)**  
**2023-2024 Budget**

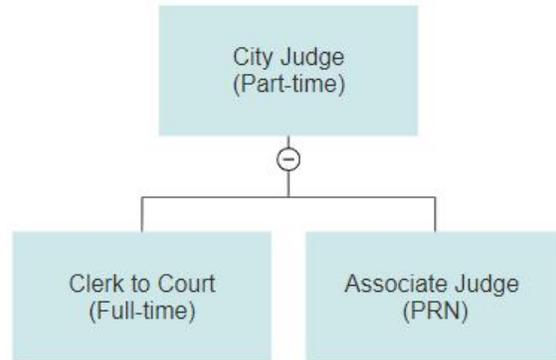
Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
Contract Labor		7,950.00	3,838.17	23,000.00	12,831.00	23,000.00	23,000.00
Gas & Oil	150.84	10.00	-	200.00	-	200.00	200.00
Materials & Supplies	7,999.61	1,567.38	1,064.58	3,000.00	232.88	3,000.00	3,000.00
Janitorial Supplies	2,789.01	4,490.94	3,042.22	2,000.00	1,919.04	2,000.00	2,000.00
Electricity	651.30	741.75	971.88	800.00	592.33	800.00	800.00
Miscellaneous Expense	4,085.22	3,265.47	6,562.94	5,000.00	4,443.00	5,000.00	5,000.00
Property Insurance		65.00	71.00	100.00	75.50	100.00	100.00
Capital Miscellaneous		9,753.00	2,966.94	8,000.00	-	8,000.00	8,000.00
Grant			7,518.00	953,700.00	138,731.00	821,334.00	821,334.00
<b>Total Tunnel</b>	<b>15,675.98</b>	<b>27,843.54</b>	<b>26,035.73</b>	<b>995,800.00</b>	<b>158,824.75</b>	<b>863,434.00</b>	<b>863,434.00</b>

**Walhalla, South Carolina**  
**17 POOL (551)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Item</b>							
Materials & Supplies		-	-		-	-	-
Pool Chemicals	5,232.31	3,488.59	-			-	-
Dues & Licenses	250.00	250.00	250.00	250.00	250.00	300.00	300.00
Electricity	4,220.36	4,675.58	4,761.90	6,200.00	4,422.77	6,200.00	6,200.00
Telephone	633.27	882.64	1,113.90	800.00	770.42	800.00	800.00
Building Maintenance	772.32	457.62	373.39	500.00	66.43	500.00	500.00
Tort Liability	2,402.00	3,001.00	3,034.00	3,300.00	2,992.50	3,300.00	3,300.00
Property Insurance	1,114.00	1,012.50	1,116.50	1,200.00	1,323.00	1,400.00	1,400.00
<b>Total Pool</b>	<b>14,624.26</b>	<b>13,767.93</b>	<b>10,649.69</b>	<b>12,250.00</b>	<b>9,825.12</b>	<b>12,500.00</b>	<b>12,500.00</b>
<b>Total Properties</b>	<b>42,042.84</b>	<b>50,866.19</b>	<b>47,760.61</b>	<b>1,019,300.00</b>	<b>178,067.77</b>	<b>888,809.00</b>	<b>888,809.00</b>



## MUNICIPAL COURT (558)



Court Administration consists of a full-time clerk and part-time judge. The city will have to continue to monitor caseload. Cases have increased over the last few years. It is anticipated that we will need a full-time judge soon as well as a part-time associate judge. Workloads have increased to the point the court clerk will not be able to sustain case work in addition to associate judge duties.

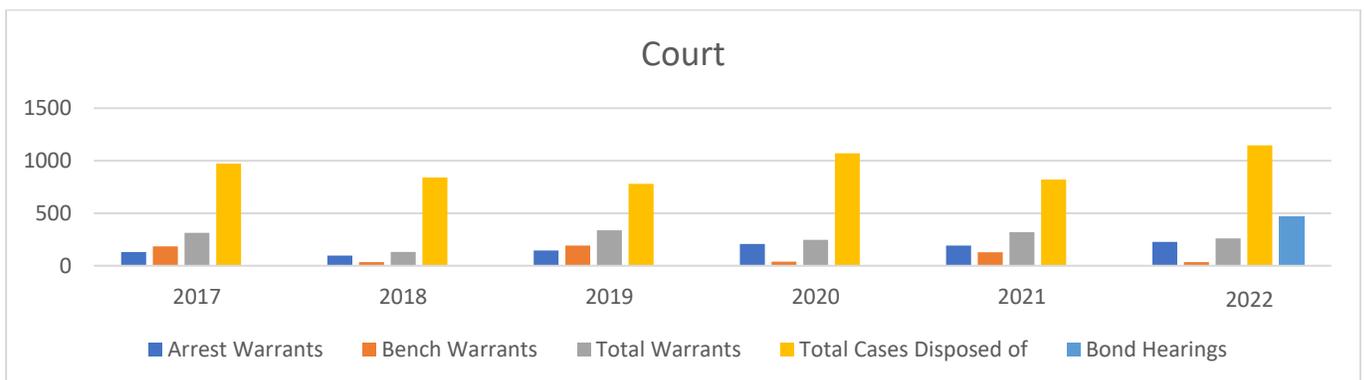
The Court objectives include:

- 1) Work to obtain associate judge.
- 2) Continue to improve quickly processing cases and collection of fines.
- 3) Continue the improvements in customer service.

**Meets Council Goals:**

**2.Improve communication, teamwork, customer service with a focus on developing/expanding recreational programs.**

**5.Complete established projects and continue strengthening community partnerships.**



Walhalla, South Carolina  
01 COURT (558)  
2023-2024 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	31,082.75	41,336.46	45,422.04	50,706.88	34,638.19	50,715.00	47,200.00
Overtime	-	-	-	-	-	-	-
Retirement	5,235.40	6,340.96	7,118.17	8,397.06	5,614.16	6,096.00	5,791.00
FICA	2,704.14	2,849.36	3,218.48	3,879.08	2,513.58	3,880.00	3,611.00
Workers Comp.	-	230.25	233.26	275.03	195.88	275.00	267.00
Health Insurance	4,499.82	10,925.70	9,282.42	7,578.48	5,134.68	9,288.00	5,869.00
Christmas Bonus	54.15	81.22	135.35	150.00	135.35	150.00	50.00
Unemployment	-		-		-		
Jury Pay	-		-				
<b>Personnel Services</b>	<b>43,576.26</b>	<b>61,763.95</b>	<b>65,409.72</b>	<b>70,986.53</b>	<b>48,231.84</b>	<b>70,404.00</b>	<b>62,788.00</b>
<b>Materials and Supplies</b>							
Office Supplies	1,343.06	2,405.72	1,688.11	1,000.00	4,213.42	4,500.00	4,500.00
Travel	-			-	-	500.00	500.00
Training	201.40	50.00	658.12	1,250.00	-	500.00	500.00
Leases and Contracts			3,653.00	3,700.00	3,653.00	3,700.00	3,700.00
Restituiton Paid			404.50		324.00	500.00	500.00
<b>Material and Supplies</b>	<b>1,544.46</b>	<b>2,455.72</b>	<b>6,403.73</b>	<b>5,950.00</b>	<b>8,190.42</b>	<b>9,700.00</b>	<b>9,700.00</b>
<b>Total Court</b>	<b>45,120.72</b>	<b>64,219.67</b>	<b>71,813.45</b>	<b>76,936.53</b>	<b>56,422.26</b>	<b>80,104.00</b>	<b>72,488.00</b>



**HOSPITALITY FUNDS (029)**



## HOSPITALITY (029)

The Hospitality Fund is designed to raise revenue to fund projects, events or other activities related to promoting or generating tourism. The revenue is generated from a 2% tax on prepared food and beverages. This fund complements the Main Street program and supports other departments with funding that specifically relates to tourism. This fund will support various other non-profits that help promote economic development and tourism.

The main objectives for the Hospitality fund are:

- 1) Continue the momentum of the Main St. Program to generate tourism.
- 2) Enhance and develop new events for the City.
- 3) Provide support for the Entertainment and Museum District.
- 4) Improve facilities that will encourage tourism.
- 5) Decorate the City to make it more aesthetically pleasing to visitors.
- 6) Continue Support of the Performing Arts Center.
- 7) Support Recreation and other staff areas

The budget includes:

- Main Street \$45,000
- WPAC \$45,000
- Oconee History Museum \$8,500
- Oconee Military Museum \$7,500
- Cherokee Museum \$5,000
- Oktoberfest \$8,000
- Main Street Director 100%
- Community Development Manager 50%
- \$123,898 towards recreation
- \$10,000 towards overtime for all staff (police, public works, and fire).
- \$20,000 for events throughout the year.
  - Main Street to the Mountains
  - Independence Fest
  - Walhalla Wonderland
- \$10,000 for advertising in various local and regional markets

Meets Council Objectives:

- 1. Develop opportunities for residential and commercial development
- 5. Complete established projects and continue strengthen community partnerships.

Walhalla, South Carolina  
**HOSPITALITY FUND REVENUE (029)**  
 2023-2024 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Requested	FY 2024 Approved
Hospitality Revenue	276,829.00	270,850.14	297,472.89	285,000.00	193,601.50	290,000.00	290,000.00

Walhalla, South Carolina  
**HOSPITALITY FUND EXPENDITURE (029)**  
 2022-2023 Budget

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY 2024 Requested	FY 2024 Approved
<b>Personnel Services</b>							
Salaries Wages				46,500.00			
Contract Labor				-			
Retirement				7,700.40			
FICA				3,557.25			
Workers Comp.				567.30			
Health Insurance				6,166.32			
Christmas Bonus							
<b>Personnel Services</b>			-	<b>64,491.27</b>		-	-
<b>Other Services</b>							
Advertising	10,658.05	6,791.19	11,000.00	6,000.00	10,307.12	10,000.00	10,000.00
Capital Expenditures			-				
Swimming Pool			10,151.61	4,000.00			
Bank Service Charges	2,700.00	670.60					
Promotions			-				
Chamber of Commerce	10,000.00		763.14		-		
WCA	36,361.40	25,000.00	30,000.00	40,000.00	40,000.00	45,000.00	45,000.00
Aid to Non-profits	8,500.00	8,500.00	7,750.00	13,500.00	13,500.00	46,700.00	29,500.00
Miscellaneous Expenditures	184,585.49	73,550.74	59,674.27		13,824.59		
Office Supplies							
Computer Services							
Decorations							
Postage							
Materials and Supplies							
Janitorial Supplies							
Travel							
Training							
Ads							
Events						20,000.00	20,000.00
Dues							
Transfer to Main Street			56,415.56	65,008.73	85,714.93	72,000.00	45,000.00
Transfer to General Fund				239,491.27	-	242,000.00	242,000.00
<b>Other Services</b>	<b>252,804.94</b>	<b>114,512.53</b>	<b>175,754.58</b>	<b>368,000.00</b>	<b>163,346.64</b>	<b>435,700.00</b>	<b>391,500.00</b>
<b>Total Hospitality</b>	<b>252,804.94</b>	<b>114,512.53</b>	<b>175,754.58</b>	<b>368,000.00</b>	<b>163,346.64</b>	<b>435,700.00</b>	<b>391,500.00</b>
<b>FUND BALANCE TOTAL</b>					633,515.14	487,815.14	532,015.14



**ENTERPRISE FUNDS**

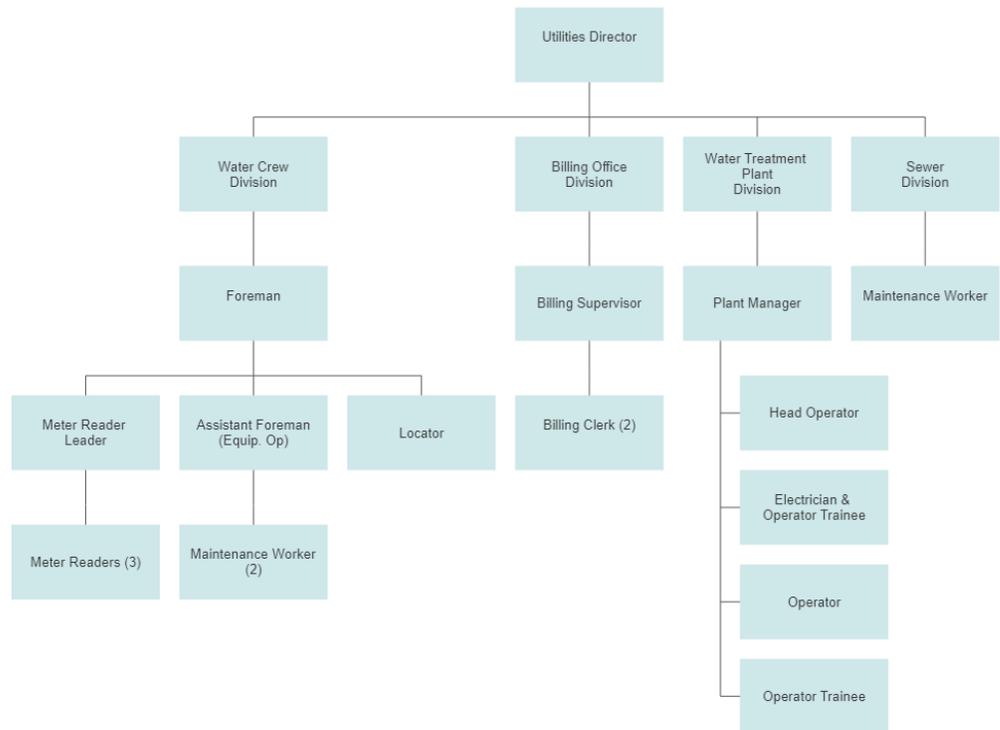
**WATER (030)**

**SEWER (035)**



## UTILITIES

The City of Walhalla Utility Department is comprised of four (4) divisions. They are water crew, billing, treatment plant, and sewer. Each division provides a specific function to the entire operation. The Utilities departments provides service to nearly 9000 customers and provides support to other city departments on a frequent basis. Their expertise and equipment operation are a valuable asset to the city.





## **WATER CREW (560)**

The water crew is responsible for operations and maintenance of nearly 300 miles of potable waterline, 2 pump stations, and 4 water storage facilities that serve over 7000 customers. In addition to maintenance; the water crew provides line locates for water and sewer, they read meters, install water taps, respond to leaks, and install new lines. The crew provides a 24-hour emergency response service as well. This budget allocated funds from the American Rescue Plan for the betterment of our infrastructure to serve our growing customer base. New water tap requests have more than doubled in the last 2 years from 70 to 150.

The main objectives of the water crew are:

- 1) Continue quick response to repair leaks.
- 2) Continue improvement on timely meter reads.
- 3) Increase water tap installation and miles of waterlines.
- 4) Continue to install radio read water meters.
- 5) Complete engineering on SCIIP projects

Some notable accomplishments are:

- 1) Design work for \$2.4 million waterline improvement to upgrade N Hwy 11 main waterline
- 2) Continued installation of radio read meters
- 3) Increased number of new water taps
- 4) Receipt of \$10 million SCIIP grant for waterline upgrades
- 5) Replacement of large diameter meter

The Water Crew is fully staffed for the first time in 4 years. This will allow for faster response times to complaints, and system failures, along with better customer service. The additional staff will be a great asset in the coming year, as it looks to be a very busy time for the Department.

The Department has received grant funding to allow for the replacement of approximately 29,000 linear feet of small water mains in the northwest portion of the City. The line replacements are needed to improve system reliability, and improve service to existing customers. Total project cost is estimated at \$2,763,000.

Also included in the grant is the replacement of the Rocky Knoll Booster Pump Station and associated water mains. The Rocky Knoll station serves the area along Hwy 28 North, Playground Rd., and Rocky Knoll Rd., and has been required constant attention for years. The replacement will improve service reliability, add a standby generator, and provide fire protection service to the area. We hope to be notified out about the grant award this spring. The project cost is estimated at \$1,439,000.



Work continues on the Hwy 11 North water project. This project will use ARPA funds to upgrade the system with the installation of approximately 10,000 LF of 12" iron pipe. The system upgrades will improve service to the northwestern portion of the system, which has experienced very fast growth in recent years. Total project cost is \$2,470,000.

The Department continues to invest in meter technology for replacements and improved reading accuracy. The technology allows for faster reporting of customer leaks, increased revenue with better accuracy, and the ability to read the majority of the meters from the billing office.

Walhalla, South Carolina  
**030 WATER CREW (560)**  
**2023-2024 Budget**

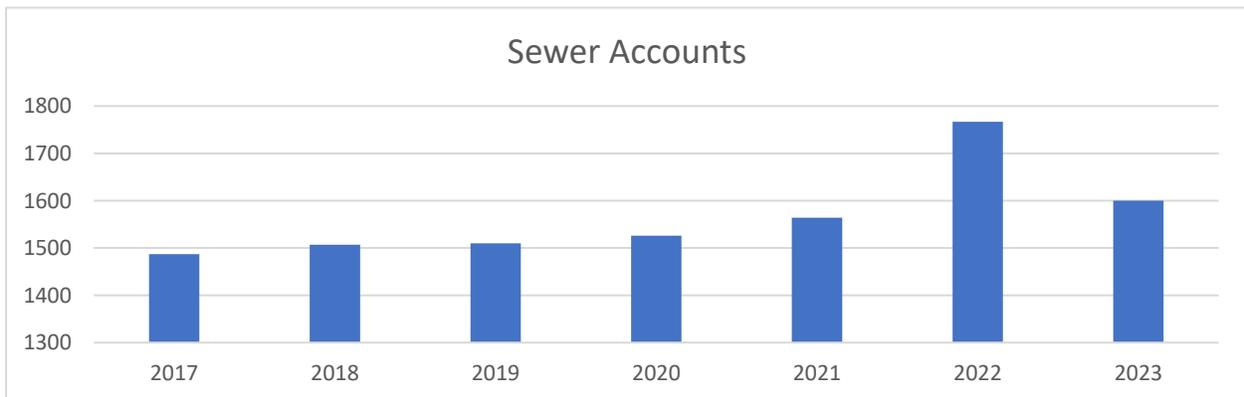
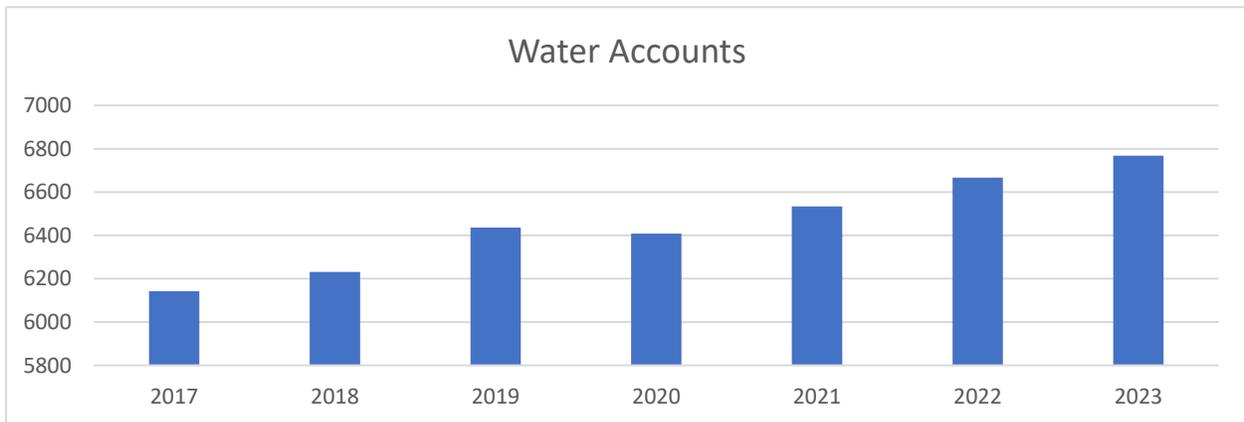
Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	331,362.00	399,746.66	460,642.04	561,442.75	324,841.06	670,739.00	524,333.38
Overtime	34,185.36	27,723.07	17,925.54	25,000.00	12,053.64	25,000.00	20,000.00
Retirement	66,917.40	53,653.15	71,816.03	92,974.92	59,024.93	124,489.00	97,317.30
FICA	32,897.64	31,835.28	35,705.89	42,950.37	25,027.15	51,312.00	40,111.92
Workers Comp.		14,120.54	14,400.97	20,040.90	10,895.55	24,413.00	18,556.74
Health Insurance	81,332.10	70,102.38	73,223.46	89,523.60	50,010.12	118,595.00	95,119.36
Christmas Bonus	2,219.83	2,192.74	2,652.96	2,800.00	2,923.63	3,000.00	3,000.00
Unemployment		276.40					
<b>Personnel Services</b>	<b>548,914.33</b>	<b>599,650.22</b>	<b>676,366.89</b>	<b>834,732.54</b>	<b>484,776.08</b>	<b>1,017,548.00</b>	<b>798,438.70</b>
<b>Materials and Supplies</b>							
Office Supplies	27.55	-	100.00	100.00	30.04	100.00	100.00
Postage		-	-				
Tires	7,000.00	4,039.21	6,680.48	7,000.00	3,856.38	10,000.00	10,000.00
Gas & Oil	33,580.00	37,363.42	40,694.04	42,000.00	35,874.68	50,000.00	50,000.00
Materials and Supplies	50,814.49	4,839.00	78,640.15	150,000.00	87,938.04	200,000.00	125,000.00
Tools	3,879.37	4,000.00	2,906.36	4,000.00	3,086.81	6,000.00	5,000.00
Gravel	5,167.71	8,162.48	9,202.12	10,000.00	5,144.35	10,000.00	10,000.00
Asphalt	27,750.00	27,350.00	30,850.00	35,000.00	43,500.00	50,000.00	50,000.00
Janitorial Supplies	659.50	129.98	19.06	500.00	99.24	500.00	500.00
Health Supplies	577.62	359.34	1,087.50	1,000.00	214.00	1,000.00	1,000.00
<b>Materials and Supplies</b>	<b>129,456.24</b>	<b>86,243.43</b>	<b>170,179.71</b>	<b>249,600.00</b>	<b>179,743.54</b>	<b>327,600.00</b>	<b>251,600.00</b>
<b>Other Services</b>							
Surety Bonds			-				
Transfer to General Fund		-	-	600,000.00	-	600,000.00	600,000.00
Dues & Licenses	45.00	45.00	-	400.00	-	18,880.00	18,880.00
Travel		-	-	500.00	-	500.00	500.00
Training	1,137.82	129.00	75.00	1,250.00	-	1,250.00	1,250.00
Vehicle Repairs	5,956.72	8,987.93	7,318.94	9,000.00	3,451.27	12,000.00	12,000.00
Electricity	4,992.10	5,805.69	5,085.09	5,000.00	4,015.82	5,000.00	5,000.00
Telephone	635.00	883.53	930.35	900.00	770.44	900.00	900.00
Natural Gas	1,084.59	981.14	1,372.10	1,800.00	1,226.65	2,000.00	2,000.00
Equipment Main.	5,206.10	9,061.78	9,249.53	15,000.00	7,414.50	15,000.00	15,000.00
Leases & Contracts	22,821.86	382.87	82,089.92	94,450.00	73,461.94	94,450.00	24,000.00
Building Main.	26,839.04	10,996.12	6,209.41	12,000.00	1,500.68	12,000.00	12,000.00
Cell Phones	1,897.64	3,434.00	3,716.28	4,300.00	2,951.52	4,500.00	4,500.00
Radio Main.	33.90	354.87	550.31	800.00	-	800.00	800.00
Uniforms	14,308.38	18,035.05	26,757.12	20,000.00	20,383.84	30,000.00	30,000.00
Water Purchased	87,054.23	45,286.44	45,050.50	50,000.00	42,717.13	70,000.00	70,000.00
Advertising	549.15	266.70	627.05	750.00	299.00	500.00	500.00
Legal Fees							
Audit Fees							
Engineering Fees		-		500.00	-	15,000.00	15,000.00
Tort/Liability	2,318.00	3,168.93	4,915.20	3,500.00	4,709.00	5,000.00	5,000.00
Property Ins.	3,380.00	5,219.95	5,102.39	5,400.00	6,280.50	6,500.00	6,500.00
Vehicle Insurance	10,268.00	7,320.00	8,924.00	8,400.00	9,755.50	10,000.00	10,000.00
Computer Services		35.70	1,695.90	2,500.00	220.59	3,000.00	3,000.00
Penalty	687.46	87.42	5.29				
Grant Match							
Miscellaneous Expense							
System Maintenance	49,986.22	50,063.83	58,446.34	60,000.00	44,790.55	80,000.00	80,000.00
Depreciation Expense	-	-	-	-	-	-	-
Meters & Meter Main.	134,759.43	5,054.09	159,974.67	160,000.00	103,981.22	175,000.00	175,000.00
Hydrant and HYD Main.	892.79	1,000.00	-	1,000.00	-	1,000.00	1,000.00
Tank Main	34,371.02	34,938.25	38,061.07	38,000.00	38,061.07	40,000.00	40,000.00
Damages	580.88	-	-	800.00	-	1,000.00	1,000.00
Water Transfer to Other Funds							
HWY 11 PUMP	10,954.57	9,745.16	10,882.84	10,500.00	12,702.66	15,000.00	15,000.00
Rocky Knoll Pump	5,315.65	5,635.73	5,504.76	5,000.00	4,589.38	7,500.00	7,500.00
Tank Sites	1,903.02	3,068.22	2,584.03	1,500.00	1,613.24	1,500.00	1,500.00
Interest Expense		-		7,000.00	-	7,000.00	7,000.00
OSH Fines		-		500.00		-	-
Water Line Construction	164,390.39	5,316.16	81,472.27	2,700,000.00	6,110.43		
Transfer to Sewer Fund	-	-		54,718.74	-	-	-
UDAG Loan 2022 Bond	-	-					
<b>Other Services</b>	<b>592,368.96</b>	<b>235,303.56</b>	<b>566,600.36</b>	<b>3,875,468.74</b>	<b>391,006.93</b>	<b>1,235,280.00</b>	<b>1,164,830.00</b>
<b>Capital Outlay</b>							
Capital-Vehicle	25,672.28	-	-				
Capital-Equipment	-	-	7,394.12	-	-	-	-
Capital-Miscellaneous	-	-	-				
Capital-Building	-	-	-				
<b>Capital Outlay</b>	<b>25,672.28</b>	<b>-</b>	<b>7,394.12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Water Crew</b>	<b>1,296,411.81</b>	<b>921,197.21</b>	<b>1,420,541.08</b>	<b>4,959,801.28</b>	<b>1,055,526.55</b>	<b>2,580,428.00</b>	<b>2,214,868.70</b>



### WATER BILLING (563)

The Billing Division is a three (3) person organization responsible for creation of bills and collections of revenue. They are responsible for over 7000 accounts, plus are typically first in line in providing customer service for the City. The billing division provides answering and mailroom services for the entire city. In addition to billing and other listed services, they process work orders for both Streets, Sanitation, and Utilities. They also collect business license and zoning fees as well as manage the reservations for the Depot, St. John Meeting Hall, Tunnel Pavilion, and sell annual passes for the Stumphouse Mountain Bike Park.

The main objectives for the year are to continue to get bills to our customers around 15 days prior to the due date. The continued transition to QS1 (billing and account management system) and radio read meters will allow more accurate tracking, reporting of accounts, and increased revenues.



**Walhalla, South Carolina**  
**030 WATER BILLING (563)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	110,126.05	115,482.76	89,062.14	107,377.92	64,572.29	276,819.00	282,619.00
Overtime	2,466.92	1,213.63	1,108.87	1,500.00	241.83	1,000.00	1,000.00
Retirement	19,907.19	14,278.01	14,006.32	17,781.78	11,381.38	51,378.00	52,454.00
FICA	9,983.52	9,539.42	6,466.78	8,214.41	4,638.12	21,177.00	21,620.00
Workers Comp.	-	611.13	211.95	246.97	153.90	2,224.00	2,992.00
Health Insurance	27,067.37	22,906.96	18,983.32	25,891.20	14,144.77	38,279.00	35,345.00
Christmas Bonus	324.85	378.99	270.72	300.00	378.99	400.00	1,500.00
Unemployment	-	2,282.00	-	-	-	-	-
<b>Personnel Services</b>	<b>169,875.90</b>	<b>166,692.90</b>	<b>130,110.10</b>	<b>161,312.28</b>	<b>95,511.28</b>	<b>391,277.00</b>	<b>397,530.00</b>
<b>Materials and Supplies</b>							
Office Supplies	1,065.49	2,033.82	3,198.06	4,000.00	1,100.56	4,000.00	4,000.00
Postage	44,271.63	53,738.62	42,927.63	45,000.00	37,101.62	45,000.00	45,000.00
Gasoline & Oil	-	-	-	-	-	-	-
Materials and Supplies	3,744.76	3,127.87	1,145.37	4,000.00	2,045.20	4,000.00	4,000.00
Janitorial Supplies	1,648.23	2,388.25	2,138.36	2,000.00	1,991.44	2,000.00	2,000.00
Health Supplies	-	42.00	25.00	50.00	-	50.00	50.00
<b>Materials and Supplies</b>	<b>50,730.11</b>	<b>61,330.56</b>	<b>49,434.42</b>	<b>55,050.00</b>	<b>42,238.82</b>	<b>55,050.00</b>	<b>55,050.00</b>
<b>Other Services</b>							
Surety Bonds	655.00	655.00	420.00	420.00	-	500.00	500.00
Dues & Licenses	881.00	1,126.28	1,041.00	1,000.00	314.80	1,000.00	1,000.00
Travel	-	-	200.64	500.00	-	500.00	500.00
Training	2,270.84	520.60	-	1,500.00	-	1,500.00	1,500.00
Electricity	4,998.28	5,479.03	5,565.53	6,000.00	3,887.90	6,000.00	6,000.00
Telephone	3,133.86	1,592.59	1,280.79	1,500.00	1,266.47	2,000.00	-
Natural Gas	-	-	-	-	-	-	-
Equipment Main.	483.76	1,054.71	2,841.71	2,500.00	3,070.91	2,500.00	2,500.00
Lease & Service Contracts	-	3,133.00	1,166.00	-	-	-	-
Building Main.	9,908.38	7,897.43	5,927.00	8,000.00	7,168.12	8,000.00	8,000.00
Cellular Phone	-	-	-	-	-	-	-
Radio Maintenance & Repairs	-	-	-	2,319.34	-	-	-
Uniforms	-	-	-	-	-	-	-
Legal Fees	-	-	-	-	-	-	-
Audit Fees	26,980.00	29,312.50	35,995.00	40,000.00	8,890.00	40,000.00	40,000.00
Tort/Liability	934.00	1,600.47	2,141.62	2,500.00	1,239.00	2,500.00	2,500.00
Property Ins.	-	1,094.00	1,127.50	1,500.00	1,251.00	1,500.00	1,500.00
Vehicle Insurance	-	-	-	-	-	-	-
Computer Services	24,639.94	23,747.33	21,843.99	20,000.00	30,124.05	20,000.00	20,000.00
Depreciation Expense	-	696,551.00	-	-	-	-	-
<b>Total Other Services</b>	<b>74,885.06</b>	<b>773,763.94</b>	<b>79,550.78</b>	<b>87,739.34</b>	<b>57,212.25</b>	<b>86,000.00</b>	<b>84,000.00</b>
<b>Capital Outlay</b>							
Capital-Miscellaneous	-	-	-	-	-	-	-
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Water Billing</b>	<b>295,491.07</b>	<b>1,001,787.40</b>	<b>259,095.30</b>	<b>304,101.62</b>	<b>194,962.35</b>	<b>532,327.00</b>	<b>536,580.00</b>



## **WATER TREATMENT PLANT (561)**

The new \$20.6 million water plant came on-line in October 2020. The plant has a design capacity of 4 million gallons per day (MGD) with the potential to upgrade to 6 MGD. Currently, the plant operates at nearly 3 MGD, just 2 years ago average output was 1.8 MGD. The department is developing new operators internally to continue its operation. Recruiting and retaining credentialed operators is the most critical need at present. The new plant provides a reliable source for the existing 7000 customers with ample room for more growth and development.

**Walhalla, South Carolina**  
**030 WATER PLANT (561)**  
**2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	209,827.92	279,398.49	265,553.84	340,096.88	193,162.86	346,342.00	316,341.00
Overtime	37,319.55	50,867.28	44,395.89	20,000.00	30,655.81	30,000.00	30,000.00
Retirement	42,363.01	42,180.66	48,146.87	56,320.04	38,839.57	64,281.00	58,713.00
FICA	20,813.51	24,509.15	23,029.87	26,017.41	16,633.43	26,495.00	24,200.00
Workers Comp.		12,722.85	11,666.63	13,603.88	8,847.28	13,854.00	12,654.00
Health Insurance	34,731.60	32,551.38	35,520.12	42,791.76	24,536.88	47,905.00	47,905.00
Christmas Bonus	1,028.69	1,218.18	1,434.75	1,500.00	1,272.33	1,500.00	1,500.00
Unemployment			-	-			
<b>Personnel Services</b>	<b>346,084.28</b>	<b>443,447.99</b>	<b>429,747.97</b>	<b>500,329.97</b>	<b>313,948.16</b>	<b>530,377.00</b>	<b>491,313.00</b>
<b>Materials and Supplies</b>							
Office Supplies	21.60	272.18	393.46	400.00	126.13	400.00	400.00
Postage		-	-				
Tires		-	-				
Gas & Oil	544.49	2,271.89	2,697.82	2,000.00	686.56	2,000.00	2,000.00
Tools	276.42	1,477.47	645.33	2,300.00	175.53	1,000.00	1,000.00
Janitorial Supplies	116.88	72.22	987.63	1,000.00	494.86	1,000.00	1,000.00
Health Supplies			135.00	500.00	75.00	500.00	200.00
WP Diesel fuel	2,540.65	1,848.07	1,112.05	2,000.00	980.22	2,000.00	2,000.00
Materials and Supplies	18,182.45	18,865.55	14,555.49	26,000.00	12,246.91	26,000.00	16,000.00
WP Chemicals	115,850.91	97,373.21	37,652.37	80,000.00	39,736.42	80,000.00	45,000.00
WP NPDES Samples	7,184.29	7,733.46	8,875.04	7,000.00	7,480.03	7,000.00	8,000.00
WP Samples	168.00	-	-	500.00	-	500.00	500.00
<b>Material and Services</b>	<b>144,885.69</b>	<b>129,914.05</b>	<b>67,054.19</b>	<b>121,700.00</b>	<b>62,001.66</b>	<b>120,400.00</b>	<b>76,100.00</b>
<b>Other Services</b>							
Dues & Licenses	90.00	240.00	4,240.00	11,500.00	1,910.00	11,500.00	11,500.00
Travel		138.49	-	500.00	-	500.00	500.00
Training	618.57	-	-	700.00	-	700.00	500.00
Electricity	119,843.81	164,198.17	154,503.21	130,000.00	135,164.93	130,000.00	140,000.00
Telephone	960.71	1,373.70	1,801.84	1,500.00	1,410.14	1,500.00	1,500.00
Cell Phones	418.11	418.14	418.13	500.00	304.08	500.00	500.00
Advertising		-	-			-	300.00
Tort/Liability	2,182.00	2,247.87	3,339.76	4,000.00	1,981.00	4,000.00	2,000.00
Property Ins.	4,909.00	14,994.00	25,809.50	30,000.00	29,286.00	30,000.00	30,000.00
Vehicle Insurance	30.00	-	-	800.00	-	800.00	-
Computer Services	115.00	1,756.93	427.24	3,500.00	793.94	3,500.00	1,000.00
Penalty			-				
Grant Match			-				
Miscellaneous Expense (Bond payment)	1,186,107.32	805,995.00	1,183,000.00	1,200,000.00	1,197,793.81	1,200,000.00	1,200,000.00
Interest Expense			-				
Leases & Contracts	-	-	-			500.00	500.00
DHEC Fees	21,120.99	26,742.50	25,780.00	30,000.00	21,667.00	30,000.00	30,000.00
W/P Vehicle Parts & Repairs		65.00	45.70	500.00	-	-	-
W/P Electricity Flood Lights	372.55	393.15	358.20	500.00	274.44	500.00	500.00
W/P Equipment & Machinery	22,621.38	22,561.58	8,177.28	-	436.56	500.00	500.00
W/P Leases and Contracts		370.99	122.96	500.00	-	-	500.00
W/P Building Maintenance	3,982.94	4,193.98	20,329.62	5,000.00	1,535.66	5,000.00	5,000.00
W/P Sludge Disposal		-	-	1,000.00	-	1,000.00	1,000.00
W/P Systems Maintenance	35,426.67	45,076.55	23,986.62	45,000.00	14,911.23	45,000.00	20,000.00
Consulting Services	427,991.00	48,666.83	-		2,169.20	-	-
Contingency			-	60,000.00	45,000.00	-	60,000.00
Depreciation			-	50,000.00	37,500.00	-	50,000.00
<b>Other Services</b>	<b>1,826,790.05</b>	<b>1,139,432.88</b>	<b>1,452,340.06</b>	<b>1,575,500.00</b>	<b>1,492,137.99</b>	<b>1,465,500.00</b>	<b>1,555,800.00</b>
<b>Capital Outlay</b>							
Capital- Miscellaneous	-	-	47,932.00	120,000.00	14,310.00		-
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>47,932.00</b>	<b>120,000.00</b>	<b>14,310.00</b>		<b>-</b>
<b>Total Water Plant</b>	<b>2,317,760.02</b>	<b>1,712,794.92</b>	<b>1,997,074.22</b>	<b>2,317,529.97</b>	<b>1,882,397.81</b>	<b>2,116,277.00</b>	<b>2,123,213.00</b>



## SEWER (565)

The City of Walhalla provides service to 1900 customers and maintains 860-man holes, 40 miles of gravity lines, and 3 lift stations. The city also installs taps, responds to complaints, and provides a 24-hour emergency response. Growth in the area is beginning to put pressure on the system. The age of the system, illegal connections, and deferred maintenance has led to a serious inflow and infiltration problem. There is nearly \$1.5 million in deferred maintenance projects that need to be planned. The City is devoting the funding from the OJRSA refund and American Rescue Plan to address these issues. Other funding sources such as grants are being developed to assist with remediation work. In addition to infiltration issues locally, the OJRSA treatment plant is in severe disrepair. Increased costs of operations and a \$60 million rehabilitation of the plant and system will cause sewer treatment charges to increase over the next 10 years.

Objectives for the Sewer Division:

- 1) Complete Cane Creek and Flat Rock trunkline lining through SCIIP funding
- 2) Replace Cane Creek crossings from Sertoma to Torrington Road through SCIIP funding.
- 3) Reduce deferred maintenance.
- 4) Develop a workable plan with the Oconee Joint Sewer Authority.
- 5) Develop records to account for work done on the sewer system.
- 6) Contribute excess revenues to Contingency Fund

Some notable accomplishments are:

- 1) Installation of flow monitoring stations
- 2) Repair of leaking connections
- 3) Fully mowed all rights-of-ways

The Sewer Department has received SCIIP funding for the following:

- Completion of the Cane Creek Trunk Line Rehabilitation Project, \$2,767,500
- Flat Rock Sewer Rehabilitation, \$1,205,000
- Coneross Creek Sewer Rehabilitation, \$1,259,000

These projects will greatly improve the integrity of the existing sewer system, the majority of which is nearly 60 years old. The projects will serve to reduce or eliminate inflow and infiltration, and will protect the environment by reducing the likelihood of sanitary sewer overflows.

The Department will also be changing the rates and budgeting for the upcoming fiscal year. The OJRSA has changed their billing method, and has reduced the burden on Walhalla's budget by doing so. The new billing method will charge the customer directly, via their monthly water bill. Walhalla will collect the charges, and send them to the OJRSA. This allows for the reduction of



the amount charged by Walhalla, since the treatment charges are no longer budgeted and paid by Walhalla. This new method of billing will also give the customer a good picture of how the funds collected are allocated.

**35 SEWER (565)  
2023-2024 Budget**

Item	FY 20 Actual	FY 21 Actual	FY 22 Actual	FY 2023 Approved	FY 2023 YTD	FY2024 Request	FY2024 Approved
<b>Personnel Services</b>							
Salaries Wages	12,412.71	33,632.15	37,204.77	36,773.57	25,820.71	37,000.00	38,043.00
Overtime	2,644.04	4,711.01	3,839.43	3,500.00	2,230.48	4,500.00	4,500.00
Retirement	2,562.42	30,265.66	5,951.25	6,089.70	4,925.79	6,127.00	7,061.00
FICA	1,331.01	2,938.59	3,132.63	2,813.18	2,137.96	2,830.00	2,910.00
Workers Comp.		1,509.86	1,441.77	1,470.92	1,122.06	1,480.00	1,522.00
Health Insurance	2,602.54	6,004.44	5,542.56	6,166.32	4,156.92	5,763.00	5,869.00
Christmas Bonus		135.35	135.35	140.00	243.64	150.00	150.00
Unemployment			-				
<b>Personnel Services</b>	<b>21,552.72</b>	<b>79,197.06</b>	<b>57,247.76</b>	<b>56,953.69</b>	<b>40,637.56</b>	<b>57,850.00</b>	<b>60,055.00</b>
<b>Materials and Supplies</b>							
Office Supplies			-				
Postage			-				
Tires	1,573.80	1,262.74	3,112.36	4,000.00	234.11	6,000.00	6,000.00
Gas & Oil	3,512.41	16.24	-	5,000.00	-	5,000.00	5,000.00
Materials and Supplies	9,202.43	17,327.38	12,342.72	20,000.00	5,482.59	20,000.00	20,000.00
Tools	464.75	1,468.21	1,356.96	5,000.00	2,403.50	5,000.00	5,000.00
Gravel & Stone		3,695.74	1,050.00	7,000.00	-	7,000.00	7,000.00
Asphalt			-	9,000.00	-	9,000.00	9,000.00
Health Supplies			-				
Dues & Licenses			-				
Travel			-				
Training			-				
Vehicle Parts & Repairs	870.29	4,273.48	1,839.30	5,000.00	915.32	5,000.00	5,000.00
Electricity	4,770.61	380.09	4,550.38	5,600.00	3,418.99	5,680.00	5,680.00
Telephone			-				
Equipment Maintenance	3,919.17	8.00	8,005.81	10,000.00	1,489.15	15,000.00	15,000.00
Leases & Service Contracts			12,359.54				
Uniforms							
Advertising							
Legal Fees					10,318.75		
Audit Fees							
Tort Liability Insurance	624.00	702.60	459.00	800.00	413.00	800.00	800.00
Property Insurance							
Vehicle Insurance							
Miscellaneous Expense	29,604.57	619.00					
System Maintenance	24,705.88	25,335.29	16,610.10	25,000.00	8,777.94	25,000.00	25,000.00
Electricity-Pump							
Depreciation Expense							
Sewer Transfer to Other Funds						21,417.00	29,212.00
Sewer Reimbursement							
Sewer Treatment Charges	671,831.80	743,157.74	803,932.45	1,130,580.00	744,166.19	-	-
County Sewer Fees							
New Sewer Line Construction			2,500.00	288,095.00	81,500.00		
<b>Materials and Supplies</b>	<b>751,079.71</b>	<b>798,246.51</b>	<b>868,118.62</b>	<b>1,515,075.00</b>	<b>859,119.54</b>	<b>124,897.00</b>	<b>132,692.00</b>
<b>Capital Outlay</b>							
Capital-Vehicle		798,246.51	-				
Capital-Equipment		-	-				
Capital-Miscellaneous		-	-				
<b>Capital Outlay</b>	<b>-</b>	<b>798,246.51</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Sewer</b>	<b>772,632.43</b>	<b>1,675,690.08</b>	<b>925,366.38</b>	<b>1,572,028.69</b>	<b>899,757.10</b>	<b>182,747.00</b>	<b>192,747.00</b>



## **Appendix A- FY 2024 Schedule of Fees**

**Walhalla, South Carolina  
GENERAL FUND FEES  
2023-2024 Budget**

<b>Zoning Fees</b>	<b>FY 22 Approved</b>	<b>FY 2023 Approved</b>	<b>FY 24 Requested</b>	<b>FY 24 Approved</b>
Sign Permit	\$35.00	\$35.00	See New Schedule	
Fence Permit	\$35.00	\$35.00		
Zoning Permit	\$35.00	\$35.00		
Appeals or Variance	\$100.00	\$100.00		
Food Truck-Regular	\$0.00	\$0.00		
Food Truck -Temporary	\$20/day	\$20/day		
Food Truck - In County Yearlong	\$120.00	\$120.00		
Food Truck- Out of County Yearlong	\$240.00	\$240.00		
Special Event Permit	\$100.00	\$100.00		
Subdivision-Preliminary (residential lot)	\$5.00	\$5.00		
Subdivision-Preliminary (non-residential lot)	\$8.00	\$8.00		
Subdivision-Final (Per residential lot)	\$3.00	\$3.00		
Subdivision- Final (per non-residential lot)	\$5.00	\$5.00		
Off Duty Police, Fire, Sanitation	\$25/hr	\$25/hr		
<b>Recreation Registration</b>				
Inside City	\$30.00	\$30.00	\$30.00	\$30.00
Outside City	\$70.00	\$70.00	\$70.00	\$70.00
<b>Rental Fee</b>				
Gymnasium	\$25/hr	\$25/hr	\$35/hr	\$35/hr
Banquet Hall	\$25/hr	\$25/hr	\$35/hr	\$35/hr
Memorial Field	\$25/hr	\$25/hr	\$35/hr	\$35/hr
Tunnel Pavilion- Half Day (5 hours)	\$75.00	\$75.00	\$75.00	\$75.00
Tunnel Pavilion-All Day	\$100.00	\$100.00	\$100.00	\$100.00
Old St John Meeting House 4 hours	\$200.00	\$200.00	\$200.00	\$200.00
Old St John Meeting House 8 hours	\$400.00	\$400.00	\$400.00	\$400.00
Old St John Meeting House All Day (8-11PM)	\$600.00	\$600.00	\$600.00	\$600.00
Depot 4 hours	\$200.00	\$200.00	\$200.00	\$200.00
Depot 8 hours	\$400.00	\$400.00	\$400.00	\$400.00
Depot All Day (8-11PM)	\$600.00	\$600.00	\$600.00	\$600.00
Both OSJ & Depot 4 hours	\$300.00	\$300.00	\$300.00	\$300.00
Both OSJ & Depot 8 hours	\$600.00	\$600.00	\$600.00	\$600.00
Both OSJ & Depot All Day (8-11PM)	\$900.00	\$900.00	\$900.00	\$900.00
Both facilities all day (weekend, 2 days)	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
Stumphouse Daily entrance. Per vehicle	\$5.00	\$5.00	\$5.00	\$5.00
Stumphouse Annual Pass ( Oconee Resident)	\$25.00	\$25.00	\$25.00	\$25.00
Stumphouse Annual Pass (Non Oconee resident)	\$35.00	\$35.00	\$35.00	\$35.00
Stumphouse Special Event Fee	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00

**Walhalla, South Carolina GENERAL FUND FEES  
2023 2024 Budget**

<b>Community Development</b>	<b>FY 22 Approved</b>	<b>FY 23 Approved</b>	<b>FY 24 Approved</b>
Appeals to BZA (Staff, Special Exception & Variance)	\$ 100.00	\$ 100.00	\$ 100.00
Appeals to Construction Board of Appeals			\$ 100.00
Building Permits			See Table Below
Chicken Permit**			\$ 50.00
Demolition			\$ 50.00
Fence	\$ 35.00	\$ 35.00	\$ 50.00
Fire Pit Permit			\$ 50.00
Fire Pit Permit, if Fire Dept called			\$ 100.00
Food Vendor Temporary	\$20/Day	\$20/Day	\$25/Day
Food Vendor In County Annual	\$ 120.00	\$ 120.00	\$ 150.00
Food Vendor Out of County Annual	\$ 240.00	\$ 240.00	\$ 300.00
Land Disturbance Permit (5,000 20,000 sq ft)			\$ 50.00
Land Disturbance Permit (20,001 43,560 sq ft)			\$ 150.00
Land Disturbance Permit (Over 1 acre)			\$200/acre
Manufactured Home (Moving, Set up and Decal)			\$ 250.00
Moving Permit			\$ 100.00
No Show/Failure to Cancel Scheduled Inspection			\$ 50.00
Plan Review (Building Plans)			50% of Building Permit
Re Inspection Fee			\$ 50.00
Rezoning			\$ 100.00
Sign	\$ 35.00	\$ 35.00	\$ 50.00
Site Plan Review (Commercial, Multi Family, PUD)			\$ 250.00
Special Event	\$ 100.00	\$ 100.00	\$ 100.00
Short Term Rental (Per Unit)**			\$50/unit
Summary Plat (5 lots or less)			\$ 50.00
Minor Subdivision Preliminary (6 to 10 lots)			\$ 100.00
Major Subdivision Preliminary (over 10 lots)			\$ 250.00
Subdivision Final (Minor and Major)			\$ 100.00
Vacant Building Registration			See Table Below
Zoning	\$ 35.00	\$ 35.00	\$ 50.00

\*\* Pending adoption of Ordinance by City Council

**Building Permits**

<b>Total Valuation* (Fall all construction: Building, Electrical, Plumbing, HVAC, Fire Suppression)</b>	
<i>*Value shall be based on current ICC construction cost table or contract amount. Valuation does not include land value, site improvements, furnishings or non fixed equipment.</i>	
Under \$1,000	No building permit required
\$1,000 \$9,999.99	\$50 (minimum fee)
\$10,000 \$49,999.99	\$50 for the first \$10,000 plus \$5 for each additional \$1,000 or fraction thereof
\$50,000 \$99,999.99	\$250 for the first \$50,000 plus \$4 for each additional \$1,000 or fraction thereof
\$100,000 \$499,999.99	\$450 for the first \$100,000 plus \$3 for each additional \$1,000 or fraction thereof
\$500,000 or above	\$1,650 for the first \$500,000 plus \$2 for each additional \$1,000 or fraction thereof

**Vacant Building Registration Fees, per Ordinance #2023 01**

<b>Residential</b>	<b>Category I</b>	<b>Category II</b>	<b>Category III</b>
Initial			
1st Renewal		\$ 50.00	\$ 100.00
2nd Renewal		\$ 250.00	\$ 500.00
3rd Renewal		\$ 500.00	\$ 1,000.00
Each Year After		\$ 500.00	\$ 1,000.00
<b>Commercial</b>	<b>Category I</b>	<b>Category II</b>	<b>Category III</b>
Initial	\$ 50.00	\$ 50.00	\$ 50.00
1st Renewal	\$ 100.00	\$ 150.00	\$ 200.00
2nd Renewal	\$ 500.00	\$ 750.00	\$ 1,000.00
3rd Renewal	\$ 1,000.00	\$ 1,500.00	\$ 2,000.00
Each Year After	\$ 1,500.00	\$ 2,250.00	\$ 3,000.00

**Walhalla, South Carolina  
GENERAL FUND FEES  
2023-2024 Budget**

<b>Sanitation</b>	<b>FY 22 Approved</b>	<b>FY 23 Approved</b>	<b>FY 24 Requested</b>	<b>FY 24 Approved</b>
6 yard Inside City	\$28.00	\$28.00	\$30.24	\$30.24
6 yard Outside City	\$28.00	\$28.00	\$30.24	\$30.24
8 yard Inside City	\$22.00	\$22.00	\$23.76	\$23.76
8 yard Outside City	\$31.25	\$31.25	\$33.75	\$33.75
Residential Roll Cart Inside	\$16.50	\$16.50	\$17.82	\$17.82
Residential Roll Cart Outside	\$25.50	\$25.50	\$27.54	\$27.54
6 yard replacement cost	\$756.00	\$756.00	\$816.48	\$816.48
8 yard replacement cost	\$1,680.00	\$1,680.00	\$1,814.40	\$1,814.40
Residential Roll Cart	\$86.00	\$86.00	\$92.88	\$92.88
Commercial Roll Cart- 1 time weekly	\$28.00	\$28.00	\$30.24	\$30.24
Commercial Roll Cart- 2 times weekly	\$33.00	\$33.00	\$35.64	\$35.64
Commercial Roll Cart- 3 times weekly	\$38.00	\$38.00	\$41.04	\$41.04
Commercial Roll Cart- 4 times weekly	\$43.00	\$43.00	\$46.44	\$46.44
Commercial Roll Cart- 5 times weekly	\$48.00	\$48.00	\$51.84	\$51.84
Brush Pickup over 5 yards/month (per 5yds)	\$100.00	\$100.00	\$100.00	\$100.00
<b>FOIA/Copy*</b>				
A minimum charge to pay costs for responding to all FOIA requests	\$3.00 (paid upon receipt of records)			
Charge per page for hard copy of records	\$0.20 per copy	\$0.20 per copy	\$0.20 per copy	\$0.20 per copy
Charge for staff time to search, retrieve, or redact records	\$16.30 per hour	\$16.30 per hour	\$16.30 per hour	\$16.30 per hour
Charge for other media used to provide records	Actual cost of media to City			
Deposit for anticipated or apparent staff time exceeding 5 hours	1/4 of estimated costs			
*At the discretion of the City Administrator, any portion of the rate may be waived				





cityofwalhalla.com

**MAIN STREET TO  
THE MOUNTAINS**

