

Monthly Finance & Budget Report August 2024

This monthly financial summary report is for the period ending August 31, 2024. This represents 2 months into FY25 and 17% of the total budget for this fiscal year.

Highlighted items within the associated monthly table:

General Fund Revenue

- Business License Although it is a sharp decrease from last month, consistent with previous budget years.
- Contributions/Donations Received into this budget item but transferred to associated item, e.g. Helping Hands and JIACC

Public Works

- Stormwater Expenses Previously approved Theroform PVC liner see budget notes
- Emergency Management Tropical Storm Debby expenses, sandbags and costs related to sandbag operations.
- Tree Maintenance and Care Large tree in an easement, multiple limbs not associated with TS Debby.

Parks & Recreation

Park Maintenance – Parking lot grading and roof repairs

Facilities & Equipment

 Facilities Maintenance – Concrete slab and maintenance for Facilities/Public Works shed & yard

Hospitality Tax

• Community Events – Annual CCPRC Holiday Festival of Lights sponsorship

JIPSD Tax Relief – Payments pending JIPSD approval

FY25 Budget

Budget Clarification:

 The Town can request reimbursement for stormwater expenses from Charleston County from the stormwater fees collected by the County. According to our records we have approximately \$500,000 available for reimbursement requests. The Town must pay for the expense initially, then request reimbursement. Additionally, stormwater related work orders completed by Charleston County are paid for out of this fund.

Budget Transfer Requests:

- Decrease:
 - Building Services/County Contract, contract no longer in effect. \$30k reduction
 - Public Works/Asset Management, subscription costs reduced by \$15k.
 - Public Works/Projects, reduce to align with previous fiscal year expenditures by \$30k. Historically, this budget item has been used to pay for miscellaneous projects that we now manage departmentally.
 - Facilities & Equipment/Utilities, reduce to align with previous fiscal year expenditures by \$15k
 - Total overall reduction \$90,000
- Increase:
 - Capital Projects/Other Capital Expenses/Public Works Vehicle, establish this budget item to purchase a new vehicle, \$50k request. Balance will be transferred to Facilities & Equipment/Vehicle & Equipment Maintenance for vehicle maintenance needs.
 - Capital Projects/Drainage Projects/Drainage Improvement increase to align with project needs and previous fiscal year costs by \$10k
 - Administration/Legal & Professional Services increase to align with projected needs by \$15k
 - Facilities Maintenance increase to meet projected needs by \$15k
 - Total overall increase \$90,000

Additional details can be provided upon request. Becky Heath

Finance Officer Report date: 9/12/2024

BUDGET TRANSFER

Fiscal Year: FY25
Date: 9/12/2024

Budget Item		Decrease	Increase
Building Services/County Contract		30,000	
Public Works Asset Management		15,000	
Public Works Projects		30,000	
Facilities & Equipment/Utilities		15,000	
Capital Projects/Other Capital Expenses/Public Works Vehicle (new item)			50,000
Capital Projects/Drainage Projects/Drainage Improvement			10,000
Administration/Legal & Professional Services			15,000
Facilties Maintenance			15,000
1	Total	\$ 90,000.00	\$ 90,000.00

Town of James Island

% FY Complete 17%

Monthly Budget Report

Fiscal Year 2025 - August 2024

_	1st Quarter 2nd Quarter 3rd Quarter		4th Quarter											
Г	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	BUDGET
GENERAL FUND REVENUE														
Accommodations Tax (allowable percentage)													-	27,500
Brokers & Insurance Tax		155,885											155,885	765,000
Building Permit Fees	1,238	1,357											2,595	26,000
Business Licenses	33,727	2,422											36,149	480,000
Contributions/Donations-Park/Community Programs	25	170											195	
Grants	9,600												9,600	17,192
Filing Fees													-	500
Franchise Fees		34,665											34,665	320,000
Interest Income													-	187,000
Alcohol Licenses -LOP	3,000												3,000	6,000
Local Assessment Fees	46,147	1,461											47,607	2,700
Local Option Sales Tax (PTCF)	115,948	234,405											350,353	1,360,000
Local Option Sales Tax (MUNI)	48,601	106,965											155,566	580,000
Miscellaneous													-	100
Planning & Zoning Fees	1,081	2,007											3,088	16,200
State Aid to Subdivisions		75,066											75,066	300,266
Telecommunications													-	16,000
Homestead Exemption Tax Receipts													-	48,000
Facility Rentals	150	600											750	7,500
Stormwater Fees													-	8,000
Stormwater Reimbursement - Transfer Out														
	259,516	615,003	-	-	-	-	-	-	-	-	-	-	874,519	4,167,958
											% of l	Budget		219

		1st Quarter			2nd Quarter		;	3rd Quarter		4t	h Quarter			
	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	BUDGET
			I			I			I			I		
ADMINISTRATION														
Salaries	27,067	28,530											55,597	353,00
Benefits, Taxes & Fees	11,582	11,965											23,547	155,50
Copier	707												707	4,5
Supplies	1,144	497											1,641	5,5
Postage	233	10											243	7,0
Information Services	6,326	5,777											12,103	116,6
Equipment/Software/Maintenance													-	4
MASC Membership													-	5,4
Insurance	23,217												23,217	70,0
Legal & Professional Services	45,833	11,250											57,083	75,0
Legal Settlement													-	
Election Expenses													-	
Town Codification													-	1,0
Advertising														3,50
Audit														13,5
Mileage Reimbursement	32	32											65	8
Employee Screening		135											135	1-
Employee Training & Wellness	154												154	5,6
Dues and Subcriptions		336											336	1,0
Training & Travel		95											95	2,4
Grant Writing Services														4,0
Employee Appreciation	70	162											232	2,8
Mobile Devices	114	114											228	1,5
Credit card (Square)	73	56											129	1,5
Bank Charges (Other)	86												115	3
Payroll Processing	487	460											947	6,0
	117,125	59,419	-	-	-	-	-	-	-	-	-	-	176,573	837,02
											% o	f Budget		2
ELECTED OFFICIALS														
Salaries	5,385	5,385											10,770	70,0
Benefit, Taxes & Fees	5,695	5,695											11,390	80,0
Mayor Expense	318												318	1,0
Council Expense		47											47	2,0
Mobile Devices													-	
	11,398	11,127	-	-		-		-	-	-	-	-	22,525	153,0
											% o	f Budget		1

1st Quarter				2nd Quarter		;	3rd Quarter						
July	August	September	October	October November December		January	ry February Marc		March April		May June		BUDGET

GENERAL OPERATIONS

Salaries	38,576	39,062	77,638	478,000
Benefits, Taxes & Fees	15,194	15,322	30,516	1,910,000
			108,155	2,388,000
		% of Budget		5%

PLANNING

Supplies	16											16	400
Advertising												-	1,500
Mileage Reimbursement												-	200
Dues and Subcriptions												-	725
Training & Travel												-	1,600
Mobile Devices												-	
Equipment/Software	178	221										399	4,500
Uniform / PPE												-	500
Planning Commission												-	3,800
Board of Zoning Appeals		196										196	3,800
	194	417	-	-	-	-	-	-	-	-		611	17,025
											% of Budget		4%

BUILDING SERVICES

County Contract	-	30,000
Mobile Devices	-	600
Dues and Subscriptions	-	800
Equipment/Software	-	300
Mileage Reibursement	-	-
Supplies	-	300
Travel and Training 95	95	500
Uniform/PPE	-	200
Community Outreach	-	200
- 95 Total	95	32,900
% of Budget		0%

-	×	1st Quarter			2nd Quarter			3rd Quarter		4t	h Quarter		
_	July	August	September	October	November	December	January	February	March	April	May June	TOTAL	BUDGET
			I						l				
PUBLIC WORKS													
Charleston County Stormwater Reimbursement Fund												-	500,00
Stormwater Expenses for Reimbursement	3,617	24,274										27,891	27,89
													472,10
Mileage Reimbursement													10
Training & Travel		285										285	1,50
Public Outreach		200											30
Projects		3,800										3,800	68,00
Signage	413	0,000										413	4,00
Mobile Devices												-	.,
Uniform / PPE	547	377										924	1,20
Stormwater Professional Fees													5,00
Supplies	93	504										597	6,00
Emergency Management	381	4,565										4,946	20,00
Dues and Subscriptions	39	39										78	72
Asset Management	15,000	00										15,000	30,00
Tree Maintenance and Care	3,400	6,050										9,450	10,00
Groundskeeping	4,153	10,600										14,753	45,00
Stouridancoping	24,026	26,220	_							-		50,246	191,82
	24,020	20,220									% of Budget	00,240	26
Mileage Reimbursement												-	
Equipment												-	1,00
Radio Contract		178											
Training	0.5	178										-	
Supplies		170										178	80
	65											65	80 25
Uniform / PPE	65	48											80 25 25
Uniform / PPE Unsafe Buildings Demolition	65											65	80 25 25 8,00
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing	65											65	80 25 25 8,00 75
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing	65											65	80 25 25 8,00 75
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control	65											65	80 25 25 8,00 75 20 2,50
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials	65											65	80 25 25 8,00 75 20 2,50
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices	65											65	80 25 25 8,00 75 20 2,50
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials		48									T	65 48 - - - - -	80 25 25 8,00 75 20 2,50 20
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices	65						-	-	-		- Total % of Budget	65	80 25 8,00 75 20 2,50 20
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues		48	-		-	-	-	-	-	-	- Total % of Budget	65 48 - - - - -	80 25 8,00 75 20 2,50 20
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues ISLAND SHERIFF'S PATROL		48					-	-	-	-		65 48 - - - - - 291	80 25 8,00 75 20 2,50 25 25 17,40
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues ISLAND SHERIFF'S PATROL ISP Dedicated Officer Annual Expense	65	225	-	-		-	-	-	-	-		65 48 - - - - 291	80 25 25 8,00 75 20 2,50 20 25 17,40
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues ISLAND SHERIFF'S PATROL ISP Dedicated Officer Annual Expense ISP Programs & Supplies	65	225 135					-	-	-	-		65 48 - - - - 291	80 25 25 8,000 75 2,50 2,50 20 25 17,40 2
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues ISLAND SHERIFF'S PATROL ISP Dedicated Officer Annual Expense ISP Programs & Supplies ISP Salaries	65 119 27,555	225 235 28,683	-	-		-	-	-	-	-		65 48 - - - 291 253 56,238	\$ 46,57 \$ 270,96
Uniform / PPE Unsafe Buildings Demolition Overgrown Lot Clearing Inoperable Vehicle Towing Animal Control Crime Watch Materials Mobile Devices Membership/Dues ISLAND SHERIFF'S PATROL ISP Dedicated Officer Annual Expense ISP Programs & Supplies	65	225 135	-				-	-	-	-		65 48 - - - - 291	80 25 25 8,000 75 20 2,50 20 25 17,40 2 \$ 86,25 \$ 46,57 \$ 270,96 \$ 78,28

1	st Quarter			2nd Quarter					4th	Quarter		
July	August	September	October	November	December	January	February	March	April	May June	TOTAL	BUDGET
		- 1			- 1			- 1		I		
											-	1,0
												1,0
141	12,603										12,744	18,0
52											52	2,0
											-	12,0
193	12,603	-	-	-	-	-	-	-	-	- Total	12,796	34,0
										% of Budget		3
3,776	3,695										7,471	42,
458	76										534	1,
3,549											3,549	15,0
4,637	1,888										6,525	4,
3,557	18,880										22,437	16,
1,713	433										2,146	12,
											-	2,0
24,982	24,996										49,979	145,0
42,674	49,968	-	-	-	-	-	-	-	-		92,641	237,
,	,									% of Budget	Ť	Í
											-	40,0
											-	!
											-	17,0
											-	2,
											-	
											-	5,
	27										27	1,
											_	5,0
	1,814										1,814	12,
	.,											50,
	1,841										1,841	134,
	July 141 52 193 3,776 458 3,549 4,637 3,557 1,713 24,982 42,674	141 12,603 52 193 12,603 193 12,603 193 12,603 193 12,603 193 12,603 1,76 3,695 458 76 3,549 4,637 1,888 3,557 18,880 1,713 433 24,982 24,996 42,674 49,968	July August September 141 12,603 - 193 12,603 - 3,776 3,695 - 458 76 - 3,549 4,637 1,888 3,557 18,880 1,713 1,713 433 24,982 24,996 42,674 49,968 -	July August September October 141 12,603 - - 193 12,603 - - 3,776 3,695 - - 458 76 - - 3,549 4,637 1,888 - 1,713 433 - - 24,982 24,996 - - 42,674 49,968 - - 27 1,814	July August September October November 141 12,603 - - - 193 12,603 - - - 3,776 3,695 458 76 3,549 4,637 1,888 3,557 18,880 1,713 433 24,982 24,996 - - - - - 42,674 49,968 - - - - - - 1,814 - <td< td=""><td> 141</td><td> 141</td><td>July August September October November December January February 141 12,603 -</td><td>July August September October November December January February March 141 12,603 -</td><td>July August September October November December January February March April 141 12,603 -<</td><td> July August September October November December January February March April May June </td><td> July August September October November December January February March April May June TOTAL </td></td<>	141	141	July August September October November December January February 141 12,603 -	July August September October November December January February March 141 12,603 -	July August September October November December January February March April 141 12,603 -<	July August September October November December January February March April May June	July August September October November December January February March April May June TOTAL

1st Quarter				2nd Quarter			3rd Quarter			4th Quarter			
July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	BUDGET

CAPITAL PROJECTS

												Budget		3
		•										Budget		, -,-
•		11,930	0	0	0	0	0	0	0	66		11,996	12,062	2,449,8
Total Drainage Projects	0	11,930	0	0	0	0	0	0	0	0	0	-	11,930	35,0
Quail Run Drainage Improvements													_	5,0
Woodhaven Drainage Improvements														. 5,0
James Island Creek Basin Drainage Improvements		. 1,000											-	15,0
Drainage Outflow Valve Devices Drainage Improvement Projects		11,930											11,930	15,0
Drainage Outflow Valve Devices														
Oceanview Stonepost Drainage Phase I-II														
Greenhill/Honey Hill Drainage Phase I-II														
DRAINAGE PROJECTS														
Fotal Other Capital Projects	0	0	0	0	0	0	0	0	0	0	0	0	-	512
Park Acquisitions														370,
Park Projects													_	
Pinckney Park Improvements													_	10
Dock Street Park Improvements													_	130
Public Works Equipment														1
OTHER CAPITAL EXPENSES Judio Visual Upgrades														1
Total Infrastructure		0	0	0	0	0	0	0	0	66	0		132	1,902
ames Island Creek Septic and Sewer Projects													-	444
RIA Sewer Project (Connections)														1,000
eptic Tank Testing														10
raffic Calming Projects	132												132	3
Inderground Power Lines														
Nabors Phase I													-	23
Honey Hill Road Paving														58
Secessionville to Ft. Johnson Sidewalk Connector														
Capital Improvement Projects														
fillman Street Property														
129 Hillman														
own Hall 2nd Floor														
amp and Riverland Sidewalk (match)													-	
Regatta Road Sidewalk Seaside Lane Sidewalk Design													-	12
Dills Bluff Sidewalk, Phase IV-Winborn to HBVR													-	
bills Bluff Sidewalk Phase III-Seaside to Winborn													-	

HOSPITALITY TAX

Hospitality Tax Revenue	83,084										83,084	680,000	
Hospitality Tax Transfer In											-		
TOTAL		-	-	-	-	-	-	-	-	-	83,084	680,000	
												12%	
GENERAL													
The Town Market	343	250									593	6,000	
Rethink Folly - Staff Cost-Sharing												18,000	

	1st Quarter July August		September	October	2nd Quarter October November		January	3rd Quarter January February		April	4th Quarter oril May		TOTAL	BUDGET
	July	August	Oepterriber	October	NOVEILIBEI	December	January	rebruary	March	Арін	iviay	June	TOTAL	BODOLI
Santee Street Public Parking Lot	2,600	2,700											5,300	34,000
James Island Arts & Cultural Center Ops	2,138	3,775											5,913	170,000
JIACC Projects & Events	870	237											1,107	15,000
Promotional Grants		650											650	10,000
Public Safety of Tourism Areas													-	166,243
Camp and Folly Landscaping Maintenance													-	5,000
Entrepreneur and Small Business Support													-	
Guide to Historic James Island														1,000
Brantley Park OPS	14												14	2,400
Community Events	598	2,405											3,003	6,000
Total Non-Capital Expense	6,563	10,017	-	-	-	-	-	-	-	-	-	-	16,580	433,643
<u>PROJECTS</u>														
Camp/Folly Bus Shelter													-	25,000
Rethink Folly Road Phase 1													-	400,000
Camp and Folly Signage													-	35,000
Folly Road Beautification													-	5,000
Pinckney Park													-	12,500
James Island Arts & Cultural Center													-	150,000
Historic Ft. Johnson-MUSC NOA													-	
Holiday Decorations													-	2,000
Park Projects	141	3,760											3,901	20,000
ISP Dedicated Officer Initial Expense														
Folly Road Multi Use Path Wilton-Ft. Johnson													-	42,000
Other Tourism-Related Projects													-	50,000
Total Projects	141	3,760	-	-	-	-	-	-	-	-			3,901	741,500
	6,704	13,777	-	-	-	-	-	-				IT Total	20,482	1,175,143
<u> </u>											% of	Budget		2%

	1st Quarter			2nd Quarter			3rd Quarter			4th	n Quarter			
_	July	August	September	October	November	December	January	February	March	April	May .	June_ T	OTAL	BUDGET
ACCOMMODATIONS TAX FUND														
Accommodation Tax Revenue - County		1,774											1,774	
Accommodation Tax Revenue - State	26,171											2	6,171	
Transfer out to General Fund													-	
Advertising and Promotions													0	
Tourism Related Expenditures													0	
											Total			
TREE MITIGATION FUND														
Tree Mitigation revenue		2,175												500
Tree Mitigation expense		2,170												1,200
The Miligation expense		2,175			_			-	_	-	- To	otal	_	1,200
		_,												
JIPSD FIRE & SOLID WASTE SERVICES														
JIPSD Tax Relief														1,360,000
Auditor Expense														1,000
											To	otal	-	1,361,000
											% of Bu	dget		0%