



June 2025 Finance Report (Provided in July)

This monthly financial summary report is for the period ending June 30, 2025 and represents the end of our fiscal year. Below are some unusual activities you may see in the month-to-month report.

Revenues:

Transfer from Accommodations Tax

- This would be the minimum amount. The base is always \$25,000 per year.

Brokers & Insurance Tax

- As you can see, we received \$934,799 in June. This also put that revenue stream over budget by about \$345,000 or 45%. We will do the 2024-2025 amendment, but will also likely need to increase this revenue item in the 2025-2026 budget.

Business Licenses, Franchise Fees, and LOST Revenue

- Each of these revenue streams came in a bit lower than what was budgeted. In the overall picture, this is not a significant issue. We just budget better.

Interest

- This continues to come in higher than budgeted.

Overall Revenue

- As you can see from the totals, we reached about 99% of our income budget; with about 31% of our annual income being received in the last month of the fiscal year.

Expenses:

Administration and General Operations

- Insurance, Legal Services, and Settlement costs are our overage/unforeseen expenses in this department.
- While salaries for Administration were over budget, salaries for General Operations (Public Works) were under budget for the year. These two personnel items will be combined going forward. There's no need for "General Operations" as a department.

Public Works

- Stormwater costs of \$30,000 have been paid and submitted to the County for reimbursement from the Stormwater Fund.
- The only overages (moderate) in Public Works were due to costs related to the Americorps projects and signage.

Facilities & Equipment

- No real surprises for the month, but several items were overbudget for the year. Again, we budget better in the future.

Community Services

- Home Repair bills for two projects were paid out.
- Community Tutoring Program got their first invoices for the year for payment.
- Community Services Contributions – Gullah Swim Lessons second payment.

Hospitality Tax

- Public Safety of Tourism Areas – I have come to realize that I'm not calculating this as past Finance Directors have (although I don't know what they did). However, I know how it is to work and will fix this in the next budget year so it is easy to follow.

JISPD Cost Share

- Lastly, please note that on prior monthly reports, there was only one JIPSD payment listed in January; when there were two that month. This means that the May payment was the last payment.

Mike Hemmer



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ADDENDED REPORT:

I just wanted to address a few questions on some line items:

Under Administration:

- **Benefits, Taxes, & Fees**...as I reported on my June report, the May amounts look larger because there were three pay periods in May. Please note that there were also three pay periods in October of 2024.

In February of 2025, the health insurance plan premiums provided by the state increased around 8.5%. This resulted in an increase to our employees and our contribution.

- **Copier**...This line item was over budget by \$361. There was a repair, toner order, and move of our plotter to a different location that was beyond the normal contract renewal and monthly charge.
- **Supplies**...The largest expense was \$654 in July of 2024 from Staples and there were other expenses related to restocking low supply inventories, supporting the Americorps volunteers, additional expenses during Hurricane Debbie, and ongoing organizational costs such as file folders, ink, toner, etc.
- **Insurance**...The overage was \$31,700 of which \$24,862 was a 2024-2025 SC Municipal Insurance Risk & Financial Fund payment due on 7-1-2025 (the following fiscal year). Additionally, the State Accident Fund insurance increased from \$22,584 per year to \$26,014. The Town added a park and a new vehicle.
- **Mileage Reimbursement**...This item was over budget by \$722. The standouts are reimbursements to Wendy Shelton for grant writing purposes while working remotely in January of \$908.52 and \$316.40 for a total of \$1,224.92. Without these, this would have been well under budget.
- **Bank Charges**...This item was over budget by \$558. There were additional service charges due to wire transfers required to send funds to the Local Government Investment Pool. Our First Citizen Checking accounts have a regular monthly service charge of about \$85, but this varies with the activity in the account.

Monthly Budget Report

Fiscal Year 2025 - Ending June 2025

		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED										
		July	August	September	October	November	December	January	February	March	April	May	June												
GENERAL FUND REVENUE												377,881.41	274,373.35	1,317,294.66											
	Accommodations Tax (allowable percentage)											27,500	27,500	27,500											
	Brokers & Insurance Tax		155,885	1,845			2,764	166		473	14,060.77	934,799	1,109,992	765,000											
	Building Permit Fees	1,238	1,357		2,039	1,087	1,105	767	997	994	3,610.36	2,443	15,637	26,000											
	Business Licenses	17,810	2,422	8,865	8,888	2,722	3,884	2,053	6,704	14,004	58,901	162,650.61	77,771	366,675	480,000										
	Contributions/Donations-Park/Community Programs	25	170	20					100	66	-		381												
	Grants	9,600								2,400	-		12,000	17,192											
	Filing Fees										-		-	500											
	Franchise Fees		34,665		1,275	30,331		4,468	26,663	1,161	30,164.82	156,456	285,183	320,000											
	Interest Income	20,193	20,221	19,131	18,733	17,592	17,730	17,925	16,488	18,572	17,651	18,960.18	17,223	220,419	187,000										
	Alcohol Licenses -LOP	3,000								3,150	-		6,150	6,000											
	Local Assessment Fees		1,461				1,418		1,616		-	1,520	6,015	2,700											
	Local Option Sales Tax (PTCF)	116,561	117,844	113,292	107,375	109,495	115,447	107,594	123,735	96,203	100,584	12,120	1,120,251	1,360,000											
	Local Option Sales Tax (MUNI)	53,894	59,071	51,105	50,920	49,360	52,823	50,260	54,320	45,843	45,786	56,205	569,587	580,000											
	Miscellaneous							1,250		(21)	1,779.44		3,008	100											
	Planning & Zoning Fees	1,431	1,932	1,532	2,581	3,662	1,788	993	3,370	3,180	3,255	3,959.28	3,142	30,826	24,200										
	State Aid to Subdivisions		75,066		75,066			75,002		75,002			300,135	300,266											
	Telecommunications			89			23		9,989		-	209	10,310	16,000											
Homestead Exemption Tax Receipts	46,147									-		46,147	48,000												
Facility Rentals	150	600	599	1,500	150	150	800	1,050	1,721	1,250	(250.00)	625	8,345	7,500											
Stormwater Fees - Fee collection is being captured under planning & zoning fees													-												
												270,048	470,694	196,479	268,377	214,398	197,131	261,279	233,427	191,193	310,586	234,935.46	1,290,012	4,138,560	4,167,958
												% of Budget											99%		

		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
		July	August	September	October	November	December	January	February	March	April	May	June		
ADMINISTRATION															
	Salaries	27,067	28,530	28,030	42,096	28,020	33,907	28,030	31,008	30,715	30,833	47,421.59	26,395	382,054	353,000
	Benefits, Taxes & Fees	11,582	11,965	12,169	18,100	12,316	12,401	12,169	13,321	13,245	13,276	20,086.63	11,604	162,235	155,500
	Copier	707		881	54	264	293	449	264	497	417	264.13	773	4,861	4,500
	Supplies	1,144	497	631	1,325	245	713	806	985	1,020	830	1,065.14	433	9,693	5,500
	Postage	233	10	35	314	12	200	614	4,911	125	278	896.58	10	7,638	7,000
	Information Services	11,900	5,777	6,009	7,121	5,690	6,592	1,541	44,205	6,511	6,440	12,256.32	1,233	115,275	116,680
	Equipment/Software/Maintenance			852			45					-		897	400
	MASC Membership							5,347				-		5,347	5,400
	Insurance	23,217		2,435		26,014	24,862			310		-	24,862	101,700	70,000
	Legal & Professional Services	73,767	1,000	30,096	43,932	43,150	38,881	62,430	12,000	12,518	20,225	18,428.57	24,721	381,148	90,000
	Legal Settlement							50,000				-		50,000	
	Town Codification				176	66		649	263		523	255.00		1,932	1,000
	Advertising			279	544	95		99				1,373.39		2,390	3,500
	Audit					7,500		6,000				-		13,500	13,500
	Mileage Reimbursement	32	32	33	34	33	33	1,256	34	34		-		1,522	800
	Employee Screening		135	120	138			62	228	60	12	-		755	149
	Employee Training & Wellness	154			1,925	69			296			540.00	1,215	4,198	5,600
	Dues and Subcriptions		336	175			212	79	37	114	22	133.60	420	1,528	1,000
	Training & Travel		95						85	165		-		345	2,400
	Grant Writing Services											-		-	4,000
	Employee Appreciation	70	162	63	81	1,159	171	527	362	146	85	154.70	259	3,242	2,800
	Mobile Devices	114	114		222	114	58	145	128	128	128	127.86	203	1,481	1,500
	Credit card (Square & QB)	81	70	36	35	3				5				231	1,500
	Bank Charges (Other)	93			0	132	60	165	55	82	80	104.53	88	858	300
	Payroll Processing	1,209	460		356								12	2,037	6,000
		151,370	49,183	81,845	116,452	124,883	118,427	170,369	108,180	65,673	73,149.17	103,108.04	92,228	1,254,867	852,029
												% of Budget			147%
ELECTED OFFICIALS															
	Salaries	5,385	5,385	5,385	8,077	5,385	5,385	5,385	5,385	5,385	5,385	8,076.90	5,385	70,000	70,000
	Benefit, Taxes & Fees	5,695	5,695	5,695	8,543	5,695	5,695	5,695	6,185	6,185	6,185	9,278.07	6,185	76,734	80,092
	Mayor Expense	318										-		318	1,000
	Council Expense		47	57	67	102	155		16	167	171	53.28	117	952	2,000
		11,398	11,127	11,137	16,687	11,182	11,235	11,080	11,586	11,737	11,741.25	17,408.25	11,687	148,005	153,092
												% of Budget			97%

		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
		July	August	September	October	November	December	January	February	March	April	May	June		
GENERAL OPERATIONS															
	Salaries	38,576	39,062	35,367	55,670	36,563	40,847	31,010	31,133	28,245	30,950	40,568.33	24,903	432,895	478,000
	Benefits, Taxes & Fees	15,194	15,322	14,353	21,878	14,740	13,748	12,676	13,133	12,376	13,085	16,926.96	10,371	173,805	191,000
		53,770	54,384	49,721	77,548	51,303	54,596	43,686	44,266	40,621	44,035.14	57,495.29	35,273	606,699	669,000
												% of Budget			91%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
	July	August	September	October	November	December	January	February	March	April	May	June		
PLANNING AND ZONING														
Supplies	16										-		16	700
Advertising						86		114		202	91.11		493	1,500
Community Outreach											-		-	200
Mileage Reimbursement											-		-	200
Dues and Subscriptions											-		-	1,525
Training & Travel				1,020							-		1,020	2,100
Mobile Devices											-		-	600
Equipment/Software	178	221	199	199		199	199	199	199	199	1,514.75	399	3,707	4,800
Uniform / PPE											-		-	700
Arborist Services					2,800								2,800	-
Planning Commission				300	275						200.00		775	3,800
Board of Zoning Appeals		196	600				400	1,050		850	1,200.00	205	4,502	3,800
	194	417	799	1,519	3,075	285	599	1,363	199	1,251.50	3,005.86	604	13,313	19,925
											% of Budget			67%

PUBLIC WORKS														
Charleston County Stormwater Reimbursement Fund				24,274					107,000				131,274	747,600
Stormwater Expenses for Reimbursement	3,465	66,959	10,903	165	46,318	495	2,970		3,960		30,000		165,234	165,234
														582,366
Mileage Reimbursement				64									64	100
Training & Travel		285									95.00		380	1,500
Public Outreach			96	623							31.32		750	300
Projects		3,800	15,873	9,000	577	12,000	6,000	-	-	-	-	-	47,250	38,000
Signage	413		220	1,676	39	52	4,840		1,401	285	2,100.85	1,576	12,604	4,000
Mobile Devices													-	-
Uniform / PPE	547	377		122	109	1,130				48			2,334	1,200
Stormwater Professional Fees							624		1,298		4,500.00		6,422	5,000
Supplies	93	504	626	1,013	1,358	295	27	24		135	291.38	879	5,246	6,000
Emergency Management	470	3,609	281	4,183	4,069	358	706	358	358	358	4,107.71	2,026	20,883	20,000
Dues and Subscriptions	39	39											78	725
Asset Management	15,000												15,000	15,000
Tree Maintenance and Care	300	6,050		506									6,856	10,000
Groundskeeping	4,153	9,880	8,033	1,662	5,560	1,211	1,490	3,070	920	2,948	1,799.14	3,550	44,276	45,000
	21,015	24,544	25,129	18,849	11,712	15,046	13,687	3,452	3,976	3,775	12,925.40	8,032	162,141	146,825
											% of Budget			110%

CODES & SAFETY

ISLAND SHERIFF'S PATROL

[illegible]

		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
		July	August	September	October	November	December	January	February	March	April	May	June		
PARKS & RECREATION															
	Dock Street Park Maintenance													-	1,000
	Pinckney Park Maintenance								335	3,875				4,210	1,000
	Park Maintenance	141	12,603	1,514	556	1,384	108	54	120			7,385.00		23,866	18,000
	Special Events	52												52	2,000
	Youth Sports Program										12,100			12,100	12,000
		193	12,603	1,514	556	1,384	108	54	455	3,875	12,100	7,385.00	-	40,227	34,000
													% of Budget		118%

FACILITIES & EQUIPMENT															
	Utilities	3,776	3,695	2,584	2,843	525	1,573	4,403	649	3,372	1,715	1,958.92	1,476	28,571	27,000
	Security Monitoring	458	76	76	316		643	365	618	5,194	145		111	8,002	1,500
	Janitorial	3,549		4,200	1,650	1,650	1,650	1,650	1,650	1,650	1,671	1,650.00	3,300	24,271	15,000
	Dog Station Maintenance												94	94	-
	Equipment / Furniture	4,637	1,888	1,404	77			1,028		1,718		296.47		11,049	4,000
	Facilities Maintenance	3,557	18,880	2,944	956	1,210	35	793	1,037	30,886	10,223	29,558.24	745	100,824	31,000
	Vehicle & Equipment Maintenance	1,713	433	3,148	1,241	3,274	1	487	954	449	1,658	429.81	421	14,209	12,000
	Generator Maintenance													-	2,000
	Street Lights	12,675	12,321	13,322	13,940		15,471	31,087		30,955	15,488	15,476.61	15,725	176,461	145,000
		30,366	37,292	27,679	21,023	6,659	19,374	39,814	4,907	74,223	30,900	49,370.05	21,872	363,481	237,500
													% of Budget		153%

COMMUNITY SERVICES															
	Repair Care Program								1,650				19,438	21,088	40,000
	Drainage Council													-	500
	History Council						250	379	343	5,301	169	3,423.72	409	10,274	5,000
	History Council_Grant - Audio Driving Tour			9,550	605	1,639								11,793	12,000
	Neighborhood Council				76		106							182	2,800
	Business Development Council													-	500
	James Island Pride			74	71	88	136	103	94	73	1,820	75.79		2,535	5,000
	Helping Hands		27	101	85	106	223		89	172	(71)	445.42	1,154	2,332	1,500
	Tree Council					131	715		204	262			1,595	2,906	5,000
	Community Tutoring Programs		1,814										5,230	7,044	12,000
	Community Service Contributions						34,149	4,800				1,650.00	1,650	42,249	50,000
		-	1,841	9,725	837	1,963	35,578	5,282	2,381	5,807	1,918	5,594.93	29,476	100,402	134,300
													% of Budget		75%

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

CAPITAL PROJECTS

INFRASTRUCTURE													-	
Regatta Road Sidewalk									105,288				105,288	125,000
Honey Hill Road Paving														58,800
Nabors Phase I													-	235,000
Traffic Calming Projects	132		131	41				21,900				3632	25,835	30,000
Septic Tank Testing													-	10,000
RIA Sewer Project (Connections)														1,500,000
James Island Creek Septic and Sewer Projects						213,957							213,957	444,000
Total Infrastructure	0		131	41	0	0	213,957	21,900	105,288	-	-	3,632	345,081	2,402,800
OTHER CAPITAL EXPENSES														
Audio Visual Upgrades													-	1,000
Public Works Equipment				8,526						5,312			13,838	1,000
Vehicle Purchase		47,399											47,399	50,000
Dock Street Park Improvements				1,900	11,841		1,611		3,301		940.00		19,593	130,000
Pinckney Park Improvements							3,543						3,543	10,000
Park Acquisitions	10,250			36,284	3,200	13,333							63,067	370,000
Total Other Capital Projects	0	10,250	47,399	46,710	15,041	13,333	5,154	-	3,301	5,312	940.00	-	147,440	562,000
DRAINAGE PROJECTS - ARPA FUNDED														
Greenhill/Honey Hill Drainage Phase I-II				7,088									7,088	
Oceanview Stonepost Drainage Basin -I-II			6,405		160,617	37,587	3,895		75,062	600			284,166	
Drainage Improvement Projects	11,930								1,500				13,430	25,000
James Island Creek Basin Drainage Improvements													-	15,000
Woodhaven Drainage Improvements	900			235,181	22,445				15,025				273,551	
Quail Run Drainage Improvements				23,560									23,560	5,000
Total Drainage Projects	900	11,930	6,405	265,828	183,062	37,587	3,895	0	91,587	600	-	0	601,795	45,000
		22,180	53,935	312,579	198,103	50,920	223,006	21,900	200,176	5,912	940.00	3,632	1,094,315	3,009,800
													% of Budget	36%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
	July	August	September	October	November	December	January	February	March	April	May	June		
HOSPITALITY TAX														
Hospitality Tax Revenue	83,084		59,934	51,924	83,035	61,327	45,530	74,403	67,602	84,947	42,999.61	44,505	699,290	680,000
Hospitality Tax Transfer In											-		-	
TOTAL	83,084	-	59,934	51,924		61,327	45,530		67,602	84,947	42,999.61	44,505	699,290	680,000
														103%
<u>GENERAL</u>														
The Town Market	343	250	250	2,314	1,620	595	640	763	600	2,093	271.51	690	10,430	6,000
Rethink Folly - Staff Cost-Sharing						12					-		12	18,000
Santee Street Public Parking Lot	2,600	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700.00	2,700	32,300	34,000
James Island Arts & Cultural Center Ops	2,138	4,495	21,413	2,176	2,426	3,138	625	522	11,571	104	104.00	145	48,857	170,000
JIACC Programs & Events	1,410	642	909		1,500	3,000	1,239	540	675		540.00		10,455	15,000
Promotional Grants		650									-		650	10,000
Public Safety of Tourism Areas	8,879	9,242	9,816	13,053	8,872	8,132	8,291	9,299	9,284	15,715	7,810.47	10,212	118,607	166,243
Camp and Folly Landscaping Maintenance					2,650						-		2,650	5,000
Entrepreneur and Small Business Support											-		-	
Guide to Historic James Island											-		-	1,000
Brantley Park OPS	14			39	14	14		39	16	16	15.70		168	2,400
Community Events	58	2,000		106		1,115			394	506	69.95	70	4,318	6,000
<i>Total Non-Capital Expense</i>	15,442	19,980	35,088	20,387	19,783	18,707	13,495	13,863	25,240	21,133	11,511.63	13,817	228,447	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						8,185			2,250		-		10,435	12,500
James Island Arts & Cultural Center	2,200		18,766							15,510	-	6,479	42,955	150,000
Historic Ft. Johnson-MUSC NOA											-		-	
Holiday Decorations					2,559	289			800		-		3,648	2,000
Park Projects	141	3,760					2,087	8,741	10,459	4,226	26,712.80		56,128	20,000
ISP Dedicated Officer Initial Expense											-			
Folly Road Multi Use Path Wilton-Ft. Johnson											-		-	42,000
Other Tourism-Related Projects			3,350								-		3,350	50,000
<i>Total Projects</i>	2,341	3,760	22,116	-	2,559	8,474	2,087	8,741	13,509	19,736	26,712.80	6,479	116,516	741,500
	17,783	23,740	57,204	20,387	22,342	27,181	15,582	22,604	38,749	40,870	38,224.43	20,296	344,963	1,175,143
											% of Budget			29%

		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGETED
		July	August	September	October	November	December	January	February	March	April	May	June		
ACCOMMODATIONS TAX FUND															
	Accommodation Tax Revenue - County		1,774			839			415			507.58		3,535	
	Accommodation Tax Revenue - State	26,171				15,018			9,981			14,890.88		66,061	
												15,398.46	-	69,596	
	Prior year funds for disbursement													137,328	
	Transfer out to General Fund													-	
	Advertising and Promotions										43,367			43,367	
	Tourism Related Expenditures									84,000				84,000	
									127,367		-	-	-		
Total															

TREE MITIGATION FUND															
	Tree Mitigation revenue		2,175									-		2,175	500
	Tree Mitigation expense											-		-	1,200
		-	2,175	-	-	-		-	-	-	-	-	-	2,175	1,700

JIPSD Cost Share Agreement															
	JIPSD Tax Relief				453,332	113,333	113,333	226,666	113,333	113,333	113,333	113,337.00		1,360,000	1,360,000
	Auditor Expense										-	-		-	1,000
											113,333	113,337.00	-	1,360,000	1,361,000
% of Budget														100%	

MILL POINT PARK DONATIONS															
	Donations received							25,000.00				-		25,000.00	
	Expenses								7,275.00	15,459.08		-		22,734	
													Balance	2,265.92	