



City of Cayce  
South Carolina

# **ANNUAL BUDGET BOOK**

Fiscal Year Ending  
June 30, 2025

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# City of Cayce South Carolina

## **Principal Officials**

### **MAYOR**

**Elise Partin**

### **MAYOR PRO-TEM**

**Tim James – District 1**

### **COUNCIL MEMBERS**

**Byron Thomas – District 2**

**Hunter Sox – District 3**

**Phil Carter – District 4**

### **CITY ADMINISTRATION**

**James Crosland, Interim City Manager**

**Michael Conley, Interim Deputy City Manager**

**Vacant, Assistant City Manager**

### **CITY MANAGEMENT TEAM**

**Chief Shawn Grant, Interim Police Chief**

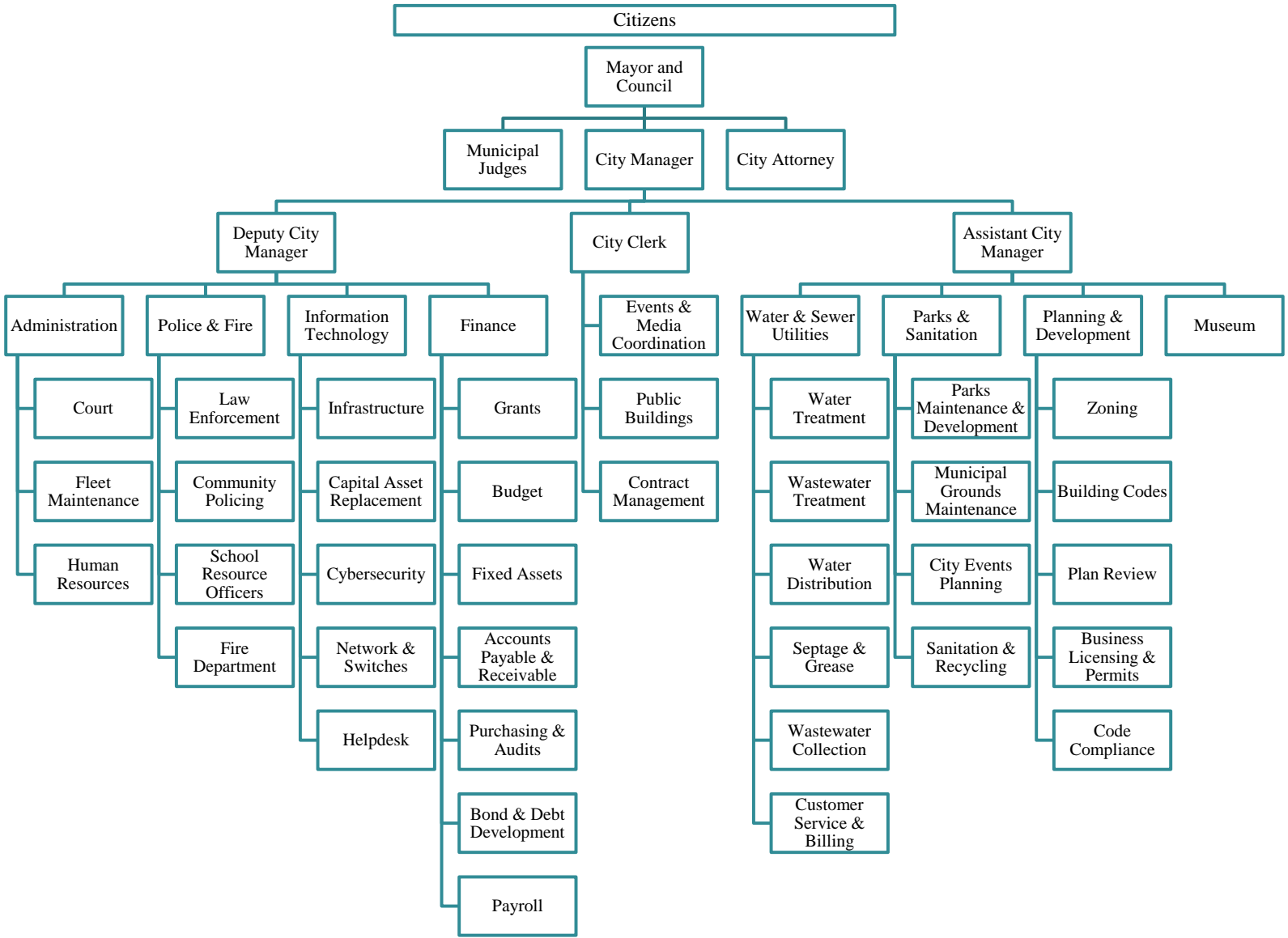
**Chief Steven Bullard, Fire Chief**

**Kelly McMullen, CGFO, City Treasurer**

**Mendy Corder, City Clerk**

**Betsy Catchings, Utilities Director**

# City of Cayce Organization Chart



City of Cayce FY2023-2024  
Budget in Brief



## City FY 24-25 Budget

July 1, 2024 - June 30, 2025

The City of Cayce prides itself on being diligent and transparent when using public funds for the operations of our City. Further, we strive to provide the very best services with very little impact to our citizens. Our staff always works hard to continue providing friendly, cost-effective, innovative and exceptional services.

We are grateful for our team, our Cayce businesses and each of our Cayce residents!



**PUBLIC HEARING AND SECOND READING OF THE BUDGET IS AT 5:00 PM ON JUNE 26**

### General Fund Revenue:

primarily comes from four sources:

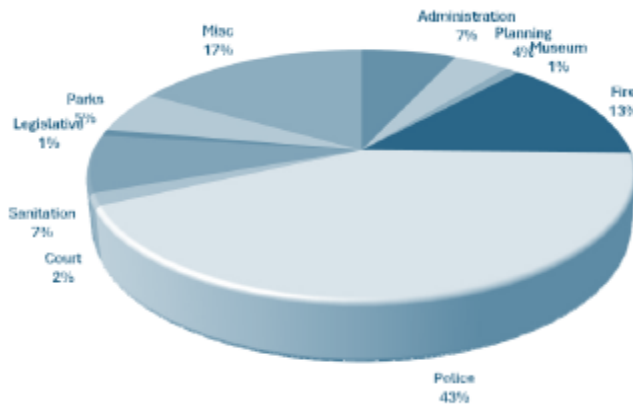
- Property Taxes
- Business Licenses
- Hospitality Taxes
- Grants

### Utility Fund Revenue:

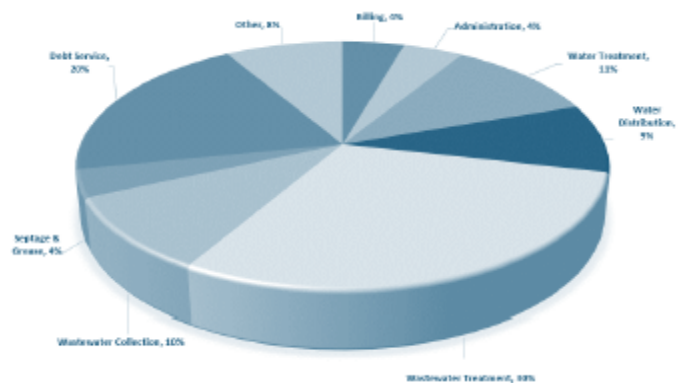
primarily comes from four sources:

- Water Sales
- Sewer Sales
- Capacity Charges
- Septage & Grease Disposal Fees

### General Fund Expenditures:



### Utility Fund Expenditures:



When you look at your property tax bill this year, note that the portion of your payment that comes to the City only represents 14.04% - we do a lot with that and work hard to offset those low taxes with other sources of revenue.



We are the ONLY full-service City in Lexington County. In Cayce, we have an award-winning Wastewater Treatment Plant; Water Treatment Plant; Utility Support; 586+ acres of City Property; Riverwalk; Parks and Trails; Cayce Historical Museum; Sanitation & Recycling; Police; Fire; Dispatch, Animal Services; Yard & White Goods Pick-Up; Municipal Court; 12,000 Year History Park; Business Licensing; Code Enforcement and Planning.

**caycesc.gov**



## 6th Largest Wastewater Treatment Plant in SC

Cayce Utilities includes a 9.6 million gallon per day water treatment plant, **225 miles of waterlines**, and 5 water tanks serving **8,150 customers**. It also includes a **25 million gallon per day wastewater plant** (the 6th largest in the state), **285 miles of sewer lines**, and 76 sewer pump stations serving **13,140 sewer customers**.



### Under 5 Minutes

average response time for our Cayce Fire Department



### 6 City Parks

and the City's portion of 20+ miles of Riverwalk and Trails are maintained by our Parks Department



### Appx 5,500 Tons

of household waste picked up by our Sanitation Department



### Nearly \$1 Million

in grant funding received by the City

While this year's budget does have recommendations from staff for increases, we will still have some of the lowest taxes and fees in the region. These recommendations are a direct reflection of increased costs and inflation.

#### EXAMPLES

##### Operating expense increases since 2019:

- Gas - 33%
- Water Treatment Chemicals - 150%
- Wastewater Treatment Chemicals - 85%
- Hydrants/Pipes - 100%
- Meters/Reading Equipment - 40%
- Sludge Disposal - 264%
- Consumer Price Index (CPI) - 21%

#### Staff is proposing:

- increasing millage, which would equate to **\$6.67 per month** on a \$250,000 owner-occupied home
- increasing water and sewer rates, which would equate to **less than \$9 per month** for a household using 3,750 gallons per month (or 7,500 bi-monthly per your bill)

\*Even with the proposed millage increase, **Cayce would still have the second lowest tax.**

Lexington	Cayce	West Columbia	Springdale	Batesburg	Swansea
\$493.92	\$661.10	\$728.41	\$810.36	\$995.00	\$1,450.26

\*based on a \$250,000 owner-occupied home

\*And, even with the proposed water and sewer increase, **Cayce would still have the second lowest water and sewer bill in the region.**

	West Columbia	Cayce	Columbia	Lexington	Lexington Joint Municipal
Water & Sewer Bill	\$39.70	\$54.66	\$60.83	\$75.30	\$91.20

\*based on 5,000 gallons per month comparisons

Making these increases *now* will allow the City to meet current operational needs, retain our incredible staff, ensure we keep our high credit rating (a savings to you in the long-run), avoid a loss of quality services, and continue to pay off our loans.

**We have not raised water and sewer rates since 2019. We have not raised sanitation fees since 2017.** Our team has done a great job of balancing our budgets in spite of rising costs and we welcome your input.



**PUBLIC HEARING AND SECOND READING OF THE BUDGET IS AT 5:00 PM ON JUNE 26**





## **General Description**

The City of Cayce was incorporated in 1914 and is located along the Congaree River in Lexington and Richland counties. The City's location in the central part of the state is one of the top growth areas of South Carolina.

The City of Cayce currently occupies a land area of 17 square miles and serves a population of 13,660 as of June 30, 2023. The City of Cayce is empowered to levy a property tax on both real and personal properties located within its boundaries. The City also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when the City Council deems appropriate.

The City of Cayce operates under a council-manager form of government. Policy-making and legislative authority are vested with the City Council comprised of a mayor and four council members. The city council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, hiring the city administrator, and selecting the independent auditor to audit the city's financial statements. The City Manager is responsible for carrying out the policies and ordinances of the city council, for overseeing the day-to-day operations of the government, and for appointing the heads of various departments. The council is elected on a non-partisan basis. Council members serve four-year staggered terms, with two council members elected every two years. The mayor is elected to serve a four-year term. All four council members are elected by district. The mayor is elected at large.

Council meetings are generally held at 6:00 p.m. on the first Tuesday and 5:00 p.m. on the third Wednesday of each month at Cayce City Hall, located at 1800 12th Street. Meeting dates are subject to change due to schedule conflicts.

The annual budget serves as the foundation for the City's financial planning and control. The South Carolina General Statutes require all governmental units to adopt a balanced budget by July 1st of each year for all funds for which an annual budget is required. Activities of the General Fund, and the Water and Sewer Utility Fund are budgeted annually. Budget-to-actual comparisons are provided in this report for each governmental fund for which an appropriated budget has been adopted.

Education

According to the U.S. Census Bureau (American Community Survey 5-year Estimates 2022), estimated education attainments for residents of the City over the age of 25 in the year 2022 is set forth in the following table:

<u>No. of Years Completed</u>	<u>Number</u>	<u>Percentage</u>
Less than 9 <sup>th</sup> grade	203	2.2%
9 <sup>th</sup> to 12 <sup>th</sup> grade, no diploma	285	3.1%
High School graduates (includes equivalency)	2,698	29.1%
Some college, or associate’s degree	3,083	33.3%
Bachelor’s degree	1,747	18.8%
Graduate or professional degree	1,255	13.5%

Note: These statistical estimates contain margins of error averaging approximately 2.87%

The University of South Carolina, Midlands Technical College, Benedict College, and Columbia College, as well as several other colleges, are within easy commuter distance from Cayce. Cayce is also home to the state's first Chinese Immersion Elementary School, East Point Academy. They prepare students for academic and personal success through proficiency in English and Mandarin Chinese, math, science, and social studies while learning in an environment that promotes cultural sharing and understanding. Cayce Montessori School celebrated its official opening on August 15, 2024, and accepts children 31 months to six years of age. Cayce Montessori School aims to provide authentic Montessori education and preparing the whole child to interact with the world by focusing on independence, curiosity, and the child’s spirit.

Transportation

The City is served by U.S. Highways 1 and 378, as well as several state highways. Interstates 20, 26, and 77 are easily accessible from the City.

The Midlands area of South Carolina, including Lexington County, is served by the [Columbia Metropolitan Airport](#) which is located approximately four miles from the City of Cayce and is within the city’s municipal boundaries. Airlines operating at the Columbia Metropolitan Airport include American Eagle, United Express, Delta, and Silver Air. Columbia Metropolitan Airport also serves as the southeastern hub for United Parcel Service. In 2023, the airport served approximately 1,234,487 passengers.

Medical Services

Cayce is within a 10-minute drive to two major hospitals, Lexington Medical Center and Prisma Health Baptist Hospital. Cayce also serves as home to a new 70,000 square foot Lexington Medical Center facility.

News Media

The [Lexington County Chronicle](#), with a circulation of 6,500, is the area’s local newspaper. It focuses on social, cultural, and historical features and is published weekly. In addition, [The State](#) newspaper published in nearby Columbia is daily with large statewide circulation.

Television news and other programming are provided by several stations in Columbia, including ABC affiliate WOLO-TV, Fox affiliate WACH-TV, PBS affiliate South Carolina ETV, NBC affiliate WIS-TV, and CBS affiliate WLTX-TV, among others. Cable and satellite television is provided in the Town by several competing providers. There are many radio stations in the Lexington and Columbia area, providing a wide variety of listening choices.

## Recreational and Cultural Facilities

The City of Cayce and its neighbors, the Cities of West Columbia and Columbia, have built a regional park system along the banks of the Congaree River. The portion located in the City is known as the Cayce Riverwalk Park and it is part of the Three Rivers Greenway project. The Riverwalk Park is located from the border of the City of West Columbia to the Timmerman Trail that connects to the Lexington County Recreation and Aging Commission Tennis Center next to I-77. This is a joint effort among several agencies.

The Congaree River has always played a dominant role of strategic importance in Cayce's development from the early days when barge and boat traffic from the low country were a part of everyday commerce on the river. Cayce became an outpost for this trade. Spanning 12 miles, the Cayce Riverwalk Park includes a public nature park along the river with amenities such as lighted boardwalks and concrete walkways, picnic shelters, park benches, and river over-looks with magnificent views of the Columbia skyline. Development on both sides of the river is a driving force in the continuing economic development of the City of Cayce.

In December 2019 Steel Hands Brewery opened. This is an on-premises brewery and restaurant that manufactures their own brand of beer to sell to the public and to other commercial businesses within a several state region. Their continued production and sales are still growing rapidly. The City is also planning to develop a Visitors Center at the 12,000 Year History Park, which is being spurred by a \$2,000,000 investment from the State.

A partnership between the City of Cayce and the River Alliance, the [12,000 Year History Park](#) is a unique historical site in Cayce, South Carolina, where the 1865 Civil War battle occurred and is also the location of the historical earthworks. Guided historical walking tours are offered on Saturdays in the spring and fall. Volunteer guides, all trained by the National Park Service, take you on a walk along this beautiful trail winding along with stories of the Battle of Congaree Creek, 18th Century Trade that was prominent here and Native American Lifeways. There are also special events throughout the year including Nature Days, Civil War Encampments and Lantern Tours.

The City of Cayce has established and is now developing a River Arts District to encourage an artist community and revitalize the historic downtown State Street area. The City of Cayce River Arts District, in the heart of historic Cayce, is a perfect hub and doorway to all things creative in our City! Enjoy art studios, the Riverwalk, craft beer, pottery classes, brunch + coffee and live music all on State Street. The City developed a storymap that allows citizens learn about how Cayce has transformed the River Arts District. Included in the storymap is also an interactive mapping feature that will guide you through the City and show you where to find all our art buildings, murals, signs, and sculptures. Click [here](#) to access the storymap.

The [Cayce Historical Museum](#) located in the Cayce Municipal Complex, provides a look back at the first European settlement in the South Carolina midlands through exhibits that the whole family can enjoy, including a replica trading post from the mid-1700s. The Cayce Historical Museum exhibits include an extensive Native American artifact collection of over 8,000 items, colonial and American Revolutionary War objects, Civil War objects, an exhibit on the locks on the Congaree River, and an exhibit on the famous Doolittle raiders of World War II who trained in the area before their historic mission. New exhibits coming in summer and fall of 2019 include an exhibit on the 1964 Cayce Dixie Youth World Series Champions and an exhibit on preserving food before refrigeration in our historic smokehouse structure. There is also a 1749 detached kitchen on the museum grounds that is open for special living history events and a railroad caboose and 1938 rail speeder.

The City also holds many [events and festivals](#) throughout the year. The City of Cayce Events Committee is preparing for the return of the Cayce Fall Fest on October 5, 2024! Admission will be free and the festival will take place at Granby Gardens Park (1800 12th Street, Cayce SC). This culturally diverse event will

have festivities to include live music, great food and drinks (including beer and wine), vendors, a free kid's area, and more!

The City of Cayce is thrilled to announce the date of the next [Soiree on State](#), March 22, 2025. The City has partnered with the Avenues Neighborhood Association to combine the Cayce Festival of the Arts with Soiree on State. Soiree on State will include artists, a free kid's area with bounce courses, face painting and a balloon artist, food vendors, a variety of musicians and more for fun all afternoon long! Soiree on State will take place from 2:00 pm to 8:00 pm along State Street, from Poplar Avenue to Railroad Street.

Christmas in Cayce festivities will return in 2024. Beginning on December 5<sup>th</sup> and continuing through the end of the year, visitors can ride or stroll through Cayce City Hall grounds and enjoy the magic of thousands of twinkling lights and Christmas music. Christmas in Cayce is sponsored by several local partners, so all events are free!

December 5<sup>th</sup> – 7<sup>th</sup> Annual Tree Lighting Ceremony: Sponsored by the Woman's Club of Cayce, this beloved event is back! City Hall is lit with thousands of lights and Christmas displays, Santa and Mrs. Claus make an appearance, local school choirs and bands perform Christmas carols, hot chocolate and sweets are free for all and the Tree Lighting is magical. In addition, the Woman's Club is collecting canned goods and non-perishable food items as part of the 22<sup>nd</sup> Annual Cayce Cares project, which benefits God's Helping Hands and the Scooter Scott Project.

December 6<sup>th</sup> – Carols Along the Riverwalk: Beginning at the N Avenue Entrance (201 N Avenue at the intersection of Axtell and N Avenue) of the Cayce Riverwalk, the sounds of the holidays flow through the trees during this reverse caroling event, where several local church choirs and musicians will be located throughout the first half mile of the Riverwalk. Parking will be made available at Brookland Cayce High School with free trolley rides provided to and from the entrance of the Riverwalk.

December 7<sup>th</sup> – Cayce Historical Museum's Annual Christmas Traditions Open House: The sights, sounds, and tastes of Christmas will abound at the Cayce Historical Museum's annual Christmas Traditions Holiday Open House. Each room will be decorated with trees and crafts from the 18<sup>th</sup> century to present. The event will also feature live entertainment, docents dressed in period attire, and light refreshments.

## **Police Department Services**

Proactive policing efforts continue to be a priority in our communities. When comparing 2022 to 2023, Cayce has had an 11% increase in calls for service, 41.6% decrease in traffic stops, and a 14.5% decrease in custodial arrests. We investigated 639 collisions and deployed speed trailer 72 times. This is important to show that we are not only being proactive on education and awareness, but we are also being proactive in enforcement which is having an impact. In 2024, we will also begin tracking community development programs and partnerships, as well as our newly embedded social worker program statistics. The Social Worker program has seen tremendous success in reducing calls for service. From the period of 2019 to 2023, aggravated assaults are down 20%, burglaries are down 12.5%, thefts are down 50%, motor vehicle theft is down 42%, and human trafficking is down 100%.



Economics

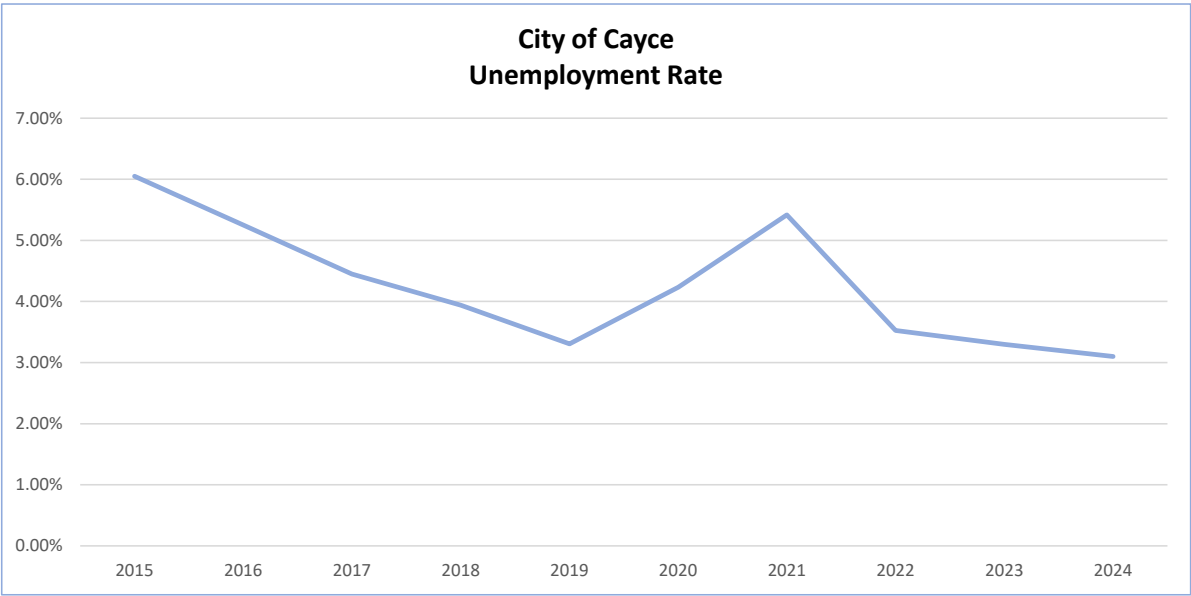
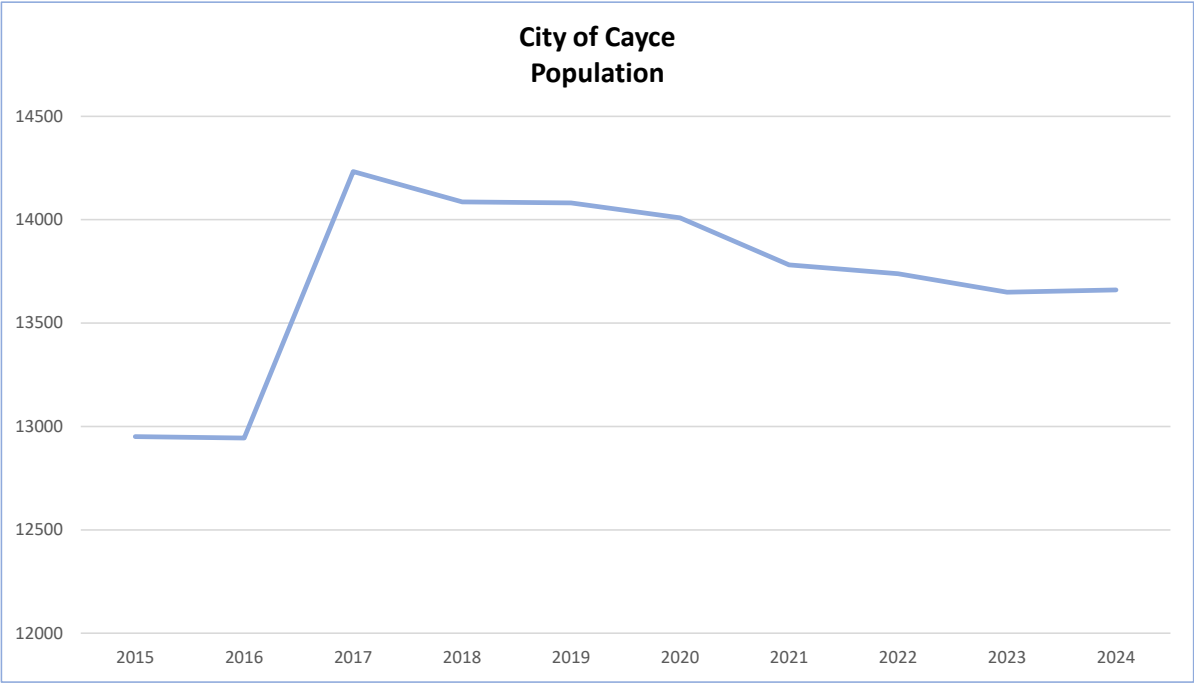
<b>Fiscal Year Ended June</b>	<b>(1) Population</b>	<b>(2) Per Capita Personal Income</b>	<b>(3) Estimated Total Personal Income</b>	<b>(4) Median Household Income</b>	<b>(5) Unemployment Rate</b>
2015	12,951	23,523	304,646,373	43,776	6.05%
2016	12,944	23,690	306,643,360	43,186	5.25%
2017	14,233	24,126	343,385,358	45,599	4.45%
2018	14,086	24,126	339,838,836	45,599	3.94%
2019	14,081	27,812	391,620,772	50,545	3.31%
2020	14,009	28,137	394,171,233	52,582	4.23%
2021	13,781	28,423	391,697,363	52,713	5.42%
2022	13,739	28,423	390,503,597	52,713	3.53%
2023	13,649	30,380	414,656,620	55,162	3.30%
2024	13,660	34,239	467,704,740	56,976	3.10%

Data Sources:

- (1) U.S. Census Bureau, Population Estimates at July 1st each fiscal year
- (2) U.S. Census Bureau, American Community Survey (annual ACS 5-year estimates)
- (3) Estimated by multiplying population by estimated per capital personal income (not official census data).
- (4) U.S. Census Bureau, Population Estimates at July 1st each fiscal year
- (5) S.C. Department of Employment and Workforce



Population and Unemployment





Principal Property Taxpayers

Taxpayer	2024			2015		
	Taxable Assessed Value	Rank	Percent of Total Value	Taxable Assessed Value	Rank	Percent of Total Value
Dominion/SCANA	26,044,250	1	34.54%	23,806,630	1	31.88%
Owen Electric Steel	3,447,820	2	4.57%	5,412,410	2	7.25%
Matheson Tri Gas	2,448,230	3	3.25%			
Advenir @ One Eleven	1,765,800	4	2.34%			
Brickworks Apartments	1,562,400	5	2.07%			
Otarre Point Realty Partners	1,530,690	6	2.03%			
Granby Millpond NRDE	1,458,000	7	1.93%			
SN Riverside	1,252,060	8	1.66%	1,065,600	3	1.43%
Martin Marietta Materials	1,087,810	9	1.44%			
PEP-USC LLC	873,880	10	1.16%			
Bell South				729,600	4	0.98%
Farm Bureau Insurance				719,880	5	0.96%
EDR Cayce, LLC				614,290	6	0.82%
Parkland Partnership				508,990	7	0.68%
Granby Crossing				448,820	9	0.60%
CMC Steel				336,280	10	0.45%
Total Principal Taxpayers	41,470,940		54.99%	33,642,500		45.05%
Total City-Wide Assessment	75,411,380			74,680,540		

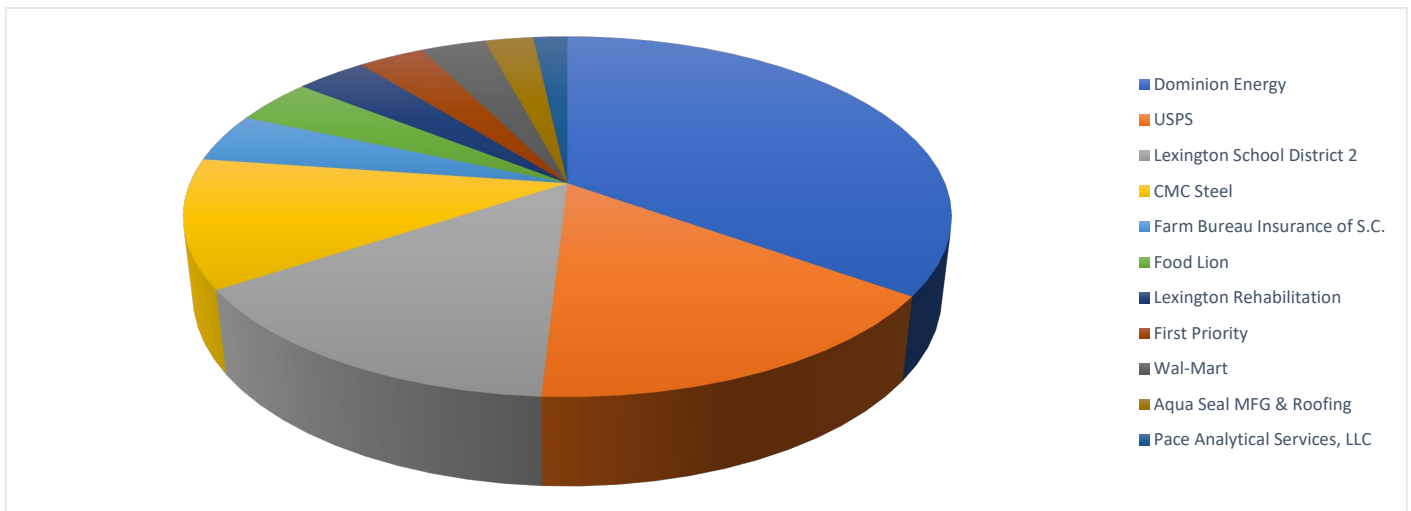
Source: Lexington County Treasurer's Office



Principal Employers

Taxpayer	2024			2015		
	Employees	Rank	Percent of Total Value	Employees	Rank	Percent of Total Value
Dominion Energy	1,283	1	17.82%	2,278	1	26.80%
USPS	590	2	8.19%			
Lexington School District 2	545	3	7.57%	265	3	
CMC Steel	425	4	5.90%			0.00%
Farm Bureau Insurance of S.C.	161	5	2.24%	178	5	
Food Lion	148	6	2.06%			0.00%
Lexington Rehabilitation	132	7	1.83%			
First Priority	123	8	1.71%			0.00%
Wal-Mart	120	9	1.67%			
Aqua Seal MFG & Roofing	90	10	1.25%			
Pace Analytical Services, LLC	63	11	0.88%			
Total Principal Taxpayers	3,680		51.11%	2,721		32.01%
Total Employed in City	7,200			8,500		

Source: City of Cayce Planning & Development







September 30, 2024

To the Honorable Mayor, Members of City Council and Citizens of the City of Cayce:

We are pleased to present the City of Cayce's Adopted Annual Budget Book for the Fiscal Year Ending June 30, 2025 (FY 2025). Cayce's management team has devoted a significant amount of analysis to ensure that the budget entails Council and staff's top priorities, while finding the most cost-effective means to achieve those goals.

The City's focus as we plan to enter FY2025 is a continued strive for excellence across all city operations. The major functions of the city include police, fire, water and sewer, parks, sanitation, septage and grease, as well as planning and development. Our goal is to maintain the City's high level of service, preserve the City's strong financial position, and prevent an increased financial burden to our citizens.

**Budget Highlights:**

- Balanced budget with a property tax millage increase of 4.0 mils; and a 25% rate increase for water or sewer.
- Projected net revenues of the Enterprise Fund meet minimum legal debt coverage requirements.
- No official action for City employees to receive a COLA for FY 2025. City Council may take action after the publication of the City's Annual Comprehensive Financial Report for FY 2023-2024.
- The funding rate for employee pension saw no increase this year. The employer contribution rate for SCRS and PORS is 18.56% and 21.24% respectively.
- The funding for PEBA insurance increased by 11.8%.
- The funding for SC Municipal Insurance and Risk Financing Fund (SCMIRF) increased by 19%.
- General Fund budget decreased \$1.89M from Fiscal Year 2023-2024 to Fiscal Year 2024-2025.
- The Enterprise Fund budget increased \$4.74M from Fiscal Year 2023-2024 to Fiscal Year 2024-2025. This increase is due mainly to the use of reserves and operating revenue for necessary capital purchases/upgrades.
- As of July 1, 2024, all American Rescue Plan (ARPA) funds were allocated to purchases/projects. In accordance with SLFRF, all ARPA funds will be obligated on or before December 31, 2024.

**Mayor**

Elise Partin

**Mayor Pro-Tem**

Tim James

**Council Members**

Phil Carter

Byron Thomas

Hunter Sox

**Interim City**

**Manager**

James Crosland

**Interim Deputy City**

**Manager**

Michael Conley

**Assistant City**

**Manager**

Vacant

**City Treasurer**

Kelly McMullen,

CGFO

**City Clerk**

Mendy Corder

(803) 796-9020

Fax: (803) 796-9072

1800 12<sup>th</sup> Street

PO Box 2004

Cayce, SC 29171

## Accomplishments in FY 2024 and looking forward to FY 2025

Fiscal Year 2024 was a year of progress and vitalization for the City of Cayce:

- ✓ The City received a CDBG Grant from Lexington County in the amount of \$273,642 for a Sewer Line Rehabilitation Project on Lexington Avenue.
- ✓ The City received a grant from the Environmental Protection Agency in the amount of \$540,000 to help in a major improvement project for Pump Station #1.
- ✓ The City's School Resources Officers and Police Officers held a Cayce Character Camp. Each day, campers learned about a different character trait and got to spend time with local businesses and community leaders.
- ✓ The Lexington County Chronicle recently announced their 2024 Best of Lexington County. The City was honored with four awards including Elise Partin as Best Elected Official, Sergeant Mandy Fournier as Best Law Enforcement Officer, Cayce Riverwalk Park as Best Park, and Soiree on State won Best Event.
- ✓ The City was awarded a grant from the U.S. Department of Transportation in the amount of \$160,000 to create a comprehensive safety plan that specifically target priority intersections within the City limits.
- ✓ Cayce Utilities completed a Utility Rate Study and implemented the first round of recommended increases in the FY 2024-2025 budget.
- ✓ The Audio/Visual Project for Council Chambers and Court is complete. City Council meetings are now live streamed through YouTube.

Fiscal Year 2025 looks forward to a new year of projects and possibilities:

- A continuation grant from the South Carolina Department of Public Safety helps fund three School Resource Officer positions in the City.
- Continued grant funding from the South Carolina Attorney General's Office helps fund one of the City's Victim's Advocates.
- The City continues to apply for grants related to radio equipment for our Fire Department and Police Department.
- The Enterprise Fund budget includes a 25% increase to fund many needed capital projects to ensure a long and useful life of all plants and equipment.
- The Information Technology Department continues to make significant progress toward its planned network rebuild and cybersecurity enhancements through a variety of funding sources.
- The Finance Department will begin implementation of new software that will greatly improve collaboration between City departments and increase transparency for its citizens.

The City continues to take every effort to keep the community informed through the City's website, Newsletter, and social media.

Sincerely,



Kelly McMullen, CGFO  
Municipal Treasurer

## **Strategic Vision**

In 2017, the Cayce City Council developed a five-year strategic plan that established a vision for the City, defined a set of overarching strategic priorities, and outlined a series of measurable objectives and action strategies. Cayce City Council also adopted the revised 2020-2030 Comprehensive Plan on December 22, 2021.

### **Vision**

In the City of Cayce, we strive to collaborate with our citizens, business leaders and community groups to deliver excellent services, and plan for our future generations, all while preserving, protecting and enhancing the quality of life.

### **Strategic Priorities**

- Economy
- Neighborhood Vitality
- Public Safety
- Culture and Entertainment
- Community Relations

### **Key Objectives and Strategies**

- State Street Corridor
- Neighborhood Commercial Development
- Diversify and Expand Revenue Opportunities
- Annexation Strategy
- Neighborhood Branding
- Code Enforcement
- Cultural Events
- Wayfinding and Signage
- Recreation Improvements and Coordination
- Multimodal Transportation
- Community Outreach and Awareness

### **Public Involvement**

The City of Cayce hosted a series of three public participation events between the summer of 2019 and the summer of 2021 to solicit input on community needs and priorities. The first event was held on August 13, 2019, at Steel Hands Brewing, a local craft brewery located on Foreman Street in Cayce. At this event, staff asked the public to provide input on what they would like to “Preserve,” “Change,” or “Create” in the community. A wide range of responses was received, but many responses fell within a number of broad-based themes. Some of the highest priorities for the community related to protecting and expanding park and recreation facilities, stabilizing and revitalizing neighborhoods and commercial corridors, and supporting local arts and cultural events. The full range of public comments received at this event is summarized in Table 1.2. The input received supported much of the findings from the existing conditions inventory and was used to help draft the goals and objectives of the plan. A second public input session was held on February 25, 2020, at the Lexington Two Innovation Center located on Bulldog Boulevard. At this event, staff presented the goal and objectives. In an interactive session, staff used group voting technology to have participants prioritize and provide direct feedback on each of the draft goals. Staff also provided display boards with the goals and asked participants to use sticky notes to provide ideas on individual action strategies identified throughout the plan and in the implementation section.

Cayce solicited comments on the final draft of the Comprehensive Plan by posting it on the City’s website in October 2021 and holding a public hearing in November 2021. A full list of goals and objectives can be found in Table 1.3. The full comprehensive plan can be found [here](#).

**Table 1.2: Summary of Public Input**

PRESERVE	CHANGE	CREATE
<ul style="list-style-type: none"> <li>• Affordable housing</li> <li>• Arts</li> <li>• Bike and pedestrian facilities</li> <li>• Strong leadership/governance</li> <li>• Historic buildings</li> <li>• Lack of congestion</li> <li>• Riverwalk and park system</li> <li>• Regional accessibility</li> <li>• Safe environment</li> <li>• Small/local businesses</li> <li>• Small town feel</li> <li>• Unique/distinct neighborhoods</li> <li>• Community festivals and events</li> <li>• Community stability</li> <li>• Natural resources</li> <li>• Commitment to sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• Need for more hospitality accommodations (e.g., hotels)</li> <li>• Expansion of arts district and public art installations</li> <li>• More beautification efforts (abandoned houses, overgrown lots, streetscaping, facades, etc.)</li> <li>• More bike and pedestrian facilities</li> <li>• Better code enforcement (vacant/dilapidated buildings, garbage, grass, noise, etc.)</li> <li>• Increased density in targeted areas</li> <li>• More housing options</li> <li>• Increased funding for programs and services</li> <li>• Plan for/manage growth</li> <li>• Increased lighting</li> <li>• Investment in parks and recreation (12k Year History Park, neighborhood parks, greenways, etc.)</li> <li>• More local retail/small businesses</li> <li>• Better road maintenance</li> <li>• Traffic calming and speed enforcement</li> <li>• More commitment to sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• ADA accessibility</li> <li>• Multicultural/collaborative arts center</li> <li>• Adaptive reuse of vacant buildings/sites (e.g., Taylor Elementary School)</li> <li>• Expansion/support for arts (Arts overlay district, public art, etc.)</li> <li>• Beautification</li> <li>• Clean streets</li> <li>• Demolish dilapidated structures</li> <li>• More sidewalks (e.g., connectivity to destinations such as Steel Hands Brewery)</li> <li>• More bike lanes</li> <li>• Better bike and pedestrian connectivity to Cayce Riverwalk</li> <li>• Code enforcement</li> <li>• Local/neighborhood retail</li> <li>• Dog park</li> <li>• Splash pad</li> <li>• Fitness trails</li> <li>• Community-oriented public safety classes</li> <li>• More restaurants and hotels</li> <li>• Wayfinding/Signage System</li> </ul>

**Table 1.3: Comprehensive Plan Goals and Objectives**

<b>Goal 1: Support Cayce's Diverse and Dynamic Population</b> <ul style="list-style-type: none"> <li>• Prepare for an aging and younger population through support for housing diversity, multimodal transportation, and universal design standards</li> <li>• Promote racial, ethnic, and gender equity in all City policies, programs, services, and practice</li> </ul>	<b>Goal 2: Meet the Future Housing Needs of the Community</b> <ul style="list-style-type: none"> <li>• Allow zoning that provides for mixed-use and housing diversity</li> <li>• Promote affordable, middle-income, and market rate housing</li> <li>• Preserve neighborhood character and vitality and meet future housing demand through infill development and redevelopment within existing residential areas</li> </ul>
<b>Goal 3: Promote Healthy Eating and Active Living</b> <ul style="list-style-type: none"> <li>• Ensure access to healthy food</li> <li>• Promote active lifestyles and create active recreation opportunities for residents and visitors</li> </ul>	<b>Goal 4: Strengthen and Grow the Economy</b> <ul style="list-style-type: none"> <li>• Support commercial corridor revitalization</li> <li>• Support/incentivize local business development</li> <li>• Promote Cayce as a regional tourism destination</li> </ul>
<b>Goal 5: Preserve, Protect, and Promote Natural and Cultural Resources</b> <ul style="list-style-type: none"> <li>• Protect fragile land, critical habitat, and water resources</li> <li>• Preserve Cayce's cultural heritage</li> <li>• Support the growing arts community</li> <li>• Ensure natural and cultural resources contribute to the tourism economy</li> </ul>	<b>Goal 6: Plan for Future Growth and Development</b> <ul style="list-style-type: none"> <li>• Strengthen annexation policies</li> <li>• Promote infill and redevelopment opportunities</li> <li>• Encourage local government and partner agency/organization coordination</li> <li>• Provide quality public facilities and services</li> <li>• Utilize zoning that reflects growth and development trends and the desires of the community</li> </ul>
<b>Goal 7: Promote and Prioritize Resilience in City Plans, Policies, and Regulations</b> <ul style="list-style-type: none"> <li>• Develop and adopt an updated hazard mitigation plan</li> <li>• Coordinate resilience efforts with neighboring jurisdictions and partner agencies/organizations</li> <li>• Identify funding opportunities for implementing mitigation and resilience strategies</li> </ul>	

## **Financial Policies**

The City of Cayce has developed the following policies to manage its financial and budgetary affairs.

**Budget Policy** – Budgets are adopted on a basis consistent with generally accepted accounting principles. South Carolina law requires the City to adopt a balanced budget each year. A balanced budget is one in which budgeted funding sources (which may include the appropriation of Fund Balance) equal to budgeted expenditures. Annual budgets are adopted for the General Fund and Water and Sewer System Fund. When applicable, annual financial plans are also adopted for capital projects. All annual budgetary appropriations lapse at fiscal year-end.

**Investment Policy** – The government's investment policy is to minimize credit and market risks while maintaining a competitive yield on its portfolio. Accordingly, deposits were either insured by federal depository insurance or collateralized. All collateral on deposits was held either by the government, its agent or a financial institution's trust department in the government's name. It is the policy of the City of Cayce to hold investments to maturity.

**Revenue Policy** – The City strives to maintain a diversified and stable revenue system. The City consistently seeks to identify individual services where costs are directly related to the level of service and utilize user service charges in lieu of ad valorem taxes. Enterprise funds will be self-supporting.

**Debt Policy** – The City of Cayce's borrowing power is restricted by amended Article X, Section 14 of the State Constitution which became effective November 30, 1977. This Section provides that a local government unit cannot at any time have total general bonded debt outstanding (excluding certain lease and installment obligations) in any amount that exceeds 8% of its total assessed property value. Also excluded from the limitation are bonded indebtedness approved by the voters and issued with five years of the date of such referendum; special bonded indebtedness levies assessed on properties located in an area receiving special benefits from the taxes collected; and other bonded indebtedness existing on or prior to 1995. Additionally, when feasible, special assessment, revenue, or other self-supporting bonds will be used instead of general obligation bonds.

Operations for the budgeted Fiscal Year 2025 will comply with all relevant financial policies.

## **Financial Management Systems**

**Governance** – The City of Cayce, South Carolina (the "City") was incorporated September 7, 1914, under the laws of the State of South Carolina for the incorporation of municipal governments and as amended by Act 283 of the 1975 Code (Home Rule City Act). The City of Cayce is governed by a Mayor and four-member City Council who are elected for four-year staggered terms. The City Council appoints a City Manager who serves as the administrative head of the City government, and is directly responsible to the Mayor and City Council for the operation of all City departments, as well as the enforcement of all laws and ordinances. It is the responsibility of the City Manager to prepare a recommended budget for Council's action, serve as Council's chief advisor in making necessary recommendations on administrative matters, recruit and hire the government's staff and process citizens' complaints and requests. The City Manager ensures that the Council's programs are implemented. Regularly scheduled Council meetings are generally held at 6:00 p.m. on the first Tuesday and 5:00 p.m. on the third Wednesday of each month at Cayce City Hall, located at 1800 12th Street Extension. Meeting dates are subject to change due to schedule conflicts.

**Budgetary and Accounting Systems** – The City of Cayce budgets on a modified accrual basis. Revenues are recognized when the revenue becomes available and measurable. Availability arises when the revenue is able to finance current expenditures to be paid within 60 days. Expenditures are budgeted when incurred while assets are budgeted when purchased (received by the City).



The accounting policies of the City conform to Generally Accepted Accounting Principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for establishing governmental accounting and financial reporting principles.

**Budgeting** – In accordance with the General Statutes of the State of South Carolina, the City Council is required to adopt an annual balanced budget by ordinance prior to July 1<sup>st</sup> of each year. City Council has the authority to amend the budget ordinance. All annual appropriations lapse at year-end unless a specific exception is approved and included in the new budget. The budget is organized by fund. Annual appropriated budgets are adopted for the General Fund and the Water and Sewer System (Enterprise) Fund.

The City reports the following major governmental fund in its Annual Comprehensive Financial Report (ACFR):

The General Fund is used to account for all current financial resources not required by law or administrative action to be accounted for in another fund. The includes general public functions: Council, Administration, Finance, Parks, Sanitation, Planning and Development, Information Technology, Court, Law Enforcement, and Fire Services.

The City also reports the following major proprietary fund:

The Water & Sewer Utility Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises — where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Additionally, the City reports the following fund types in the ACFR, but these funds are not included in the annual budgeting process due to the nature of the funds. Informal budgetary controls are maintained for these funds:

The Capital Projects Fund is used to account for the acquisition and construction of major capital facilities and other capital assets other than those financed by the proprietary fund. The City maintains this fund for its resources and activities in the Tax Increment Financing (TIF) District.

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally (or donor) restricted to expenditures for specified purposes other than debt service or capital projects. The City maintains special revenue funds for continuing grant programs for law enforcement; state restricted funds for accommodation taxes and alcohol permits; restricted hospitality taxes; plus, the Cayce Museum Fund.

The Debt Service Fund is used to account for the accumulation of financial resources for the payment of interest and principal on certain general long-term debt of the City, other than debt service payments financed by proprietary fund types. The City maintains this fund for the resources of taxes collected in the TIF district used for retirement of long-term debt.

Accordingly, the Custodial Funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments, and/or other funds. At June 30, 2024, these included Police Fund and Firemen's Fund. Accordingly, the Firemen's Fund accounts for monies collected from the State for the benefit of the fire department. The Police Fund accounts for monies collected through drug seizures and other similar activities.

The City adheres to the following procedures in establishing the budget:

1. City Council meets with the City Manager and selected Department Directors to discuss future projects and needs.
2. Department Directors deliver their requested budget working documents to the City Managers.
3. The City Managers compile the requested budget and work with Department Directors and Finance Director to establish the projected revenues for the upcoming fiscal year.
4. The City Manager, Assistant City Manager, and Deputy City Manager work together to compile a balanced budget request to present to Council.
5. The recommended budget is then compiled and enacted prior to July 1 in the form of an ordinance with two readings and one public hearing.
6. Department budgets may be adjusted to transfer budgeted amounts among line items within operations with the approval of the Department Director and either the City Manager, Deputy City Manager, or Assistant City Manager.
7. Formal budgetary integration is employed as a management control device during the year for the General Fund and the Water and Sewer System Enterprise Fund.
8. Supplemental and/or amended appropriations are accomplished through City Council meetings and are open to public discussion.

#### Budget Calendar

February 21, 2024	Council Work Session
March 20, 2024	Utility Fund budget review with City Management
April 17, 2024	General Fund budget review with City Management
May 15, 2024	Council Work Session
June 4, 2024	City Council Meeting – Budget Ordinance and Rate Structure – First Reading
June 26, 2024	City Council Meeting – Budget Ordinance and Rate Structure – Second Reading and Public Hearing

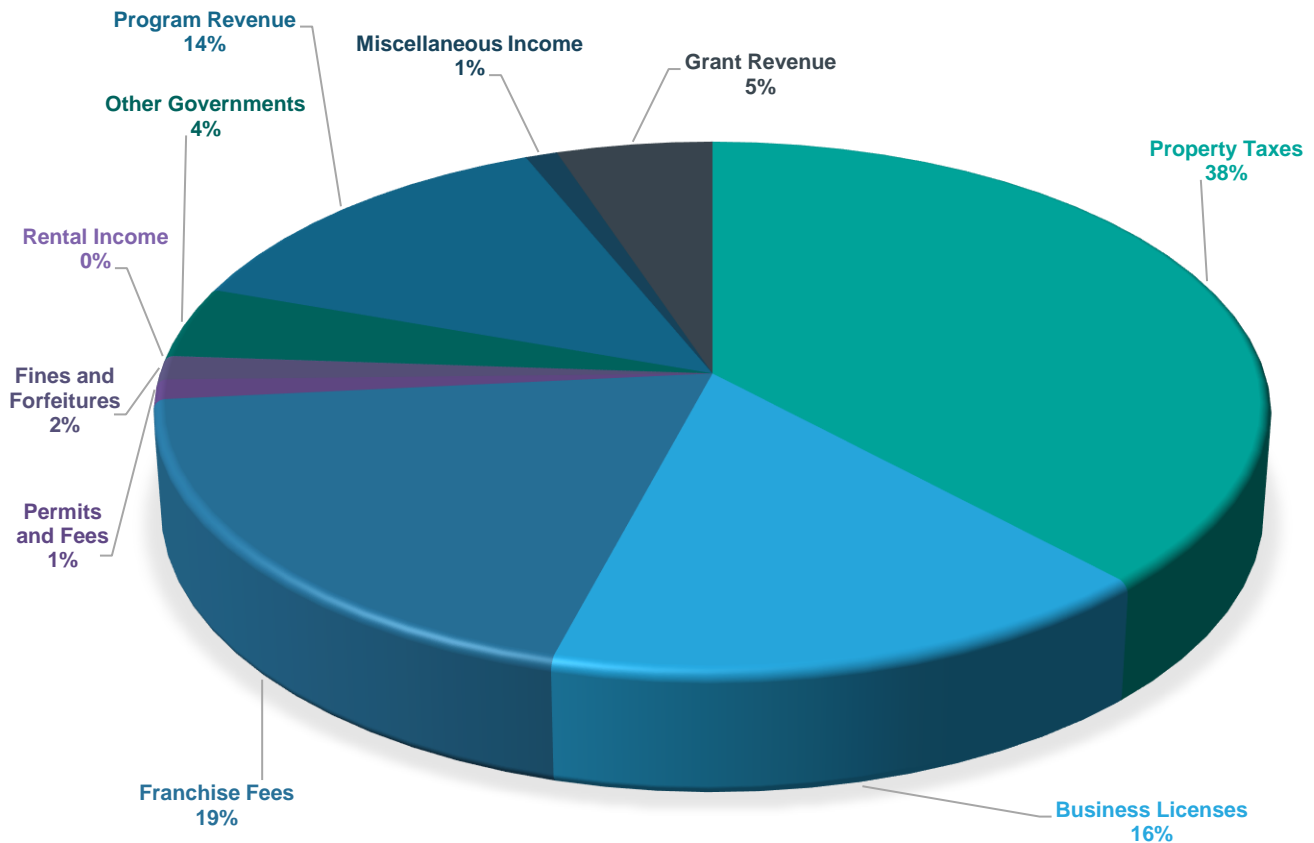
The City of Cayce utilizes City Council Meetings throughout the budget process to allow citizens the opportunity to stay informed through each step and to allow them a voice through proper channels.



## GENERAL FUND REVENUE

In general, revenues are forecasted based on the current year's nine-month actuals in conjunction with data trends over the last five years. For the General Fund, the largest two revenue categories are Property Taxes and Business Licenses/Franchise Fees. Combined, these categories currently make up approximately 73% of General Fund revenues. Notably, no capital outlay was approved for the General Fund budget in FY 2025. The absence of capital outlay, along with decreased projected grant revenues and a property millage increase of 4.0 mils, increases the City's reliance on property tax millage from approximately 25% in FY 2024 to 38% in FY 2025.

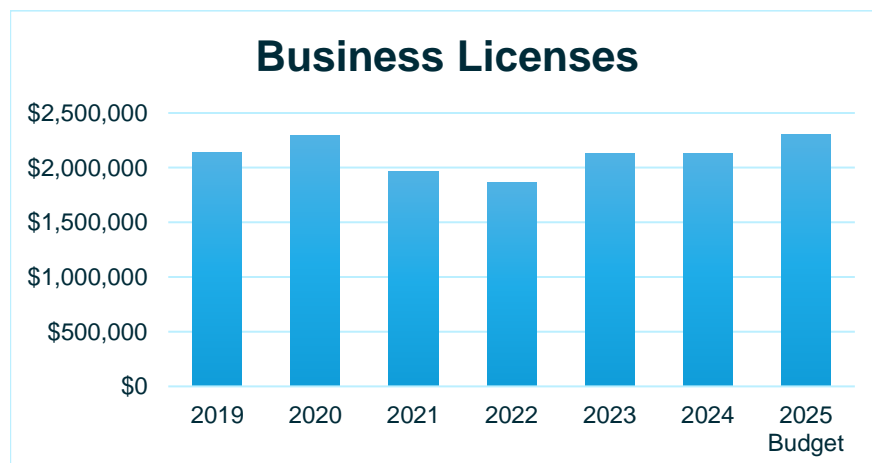
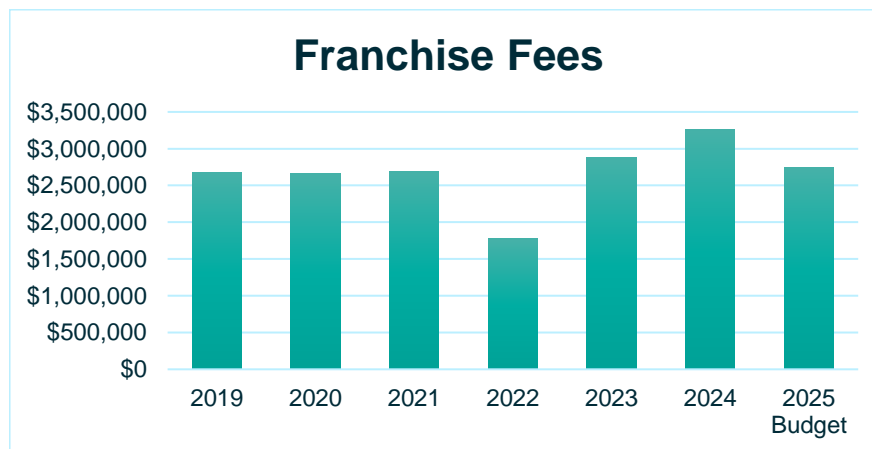
### FY 2025 GENERAL FUND REVENUES



## Franchise Fees and Business Licenses

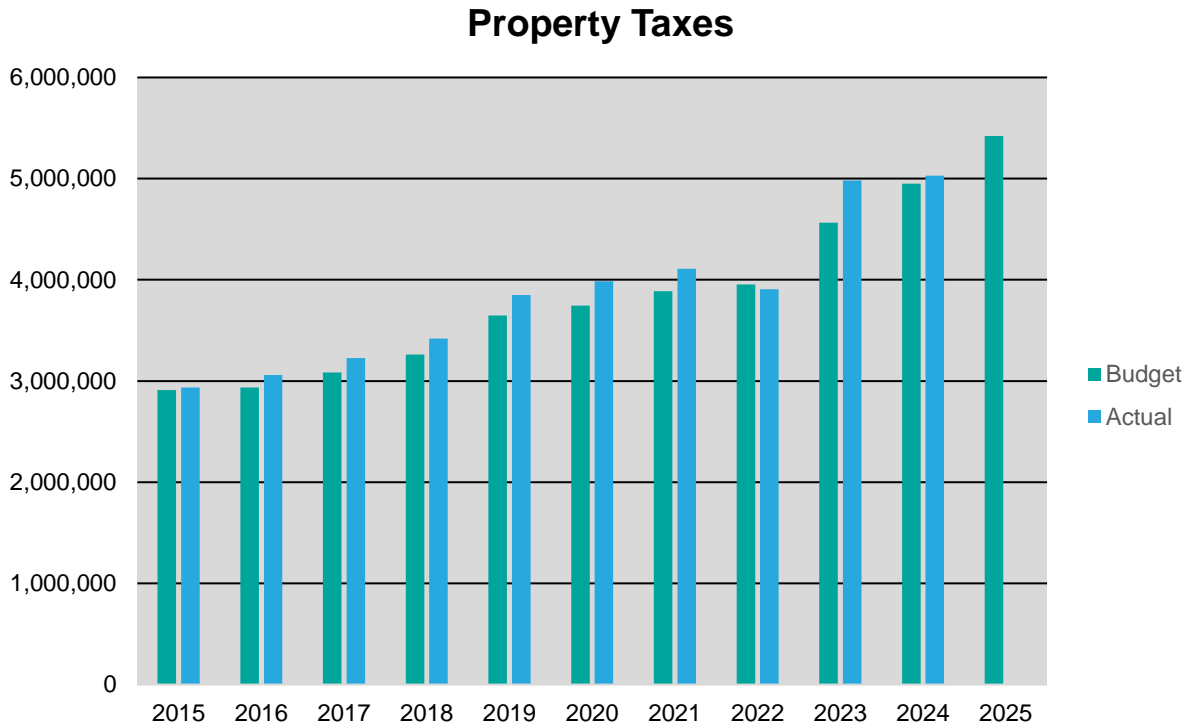
Franchise Fees and Business Licenses account for 35% of the General Fund budget. Franchise Fees make up the largest component of this category, accounting for approximately 19% of the budget. Municipalities have the right to regulate and charge utility companies for the privileges to conduct business and occupy public property and rights of way. These charges are called franchise fees. A franchise is a charge for the privilege of physically occupying the municipality's streets and rights of way. Franchises are customarily granted in exchange for an annual fee to place telephone, electric, gas, fiber optic and cable television lines in streets or on public property. The fee is not a tax. It is more closely related to a lease or license for physical occupation of property owned, controlled by or for the benefit of the municipality, like streets and sidewalks. Our local electric and gas companies provide a substantial portion of our Franchise fees, and their revenue is fairly stable even in an unstable economy. Other industries that provide to this revenue source are cable television and landline telephone companies. Although landline telephone revenues are declining, the other revenue sources continue to increase. Franchise fees are self-reported and remitted either quarterly or annually, based on a percentage of gross revenues.

Business License Fees makes up the remaining amount of this category at 16% of the budget. Business license fees are required of every person engaged or intending to engage in any calling, business, occupation, or profession within the limits of the City of Cayce and is also based on gross revenues. They are also similar to Franchise fees in that they are self-reported and remitted annually. Business licenses in the City of Cayce have remained relatively stable, with the exception of the time period during the COVID-19 pandemic. The majority (81%) of business license revenue is received in the last quarter of the fiscal year.



## Property Taxes

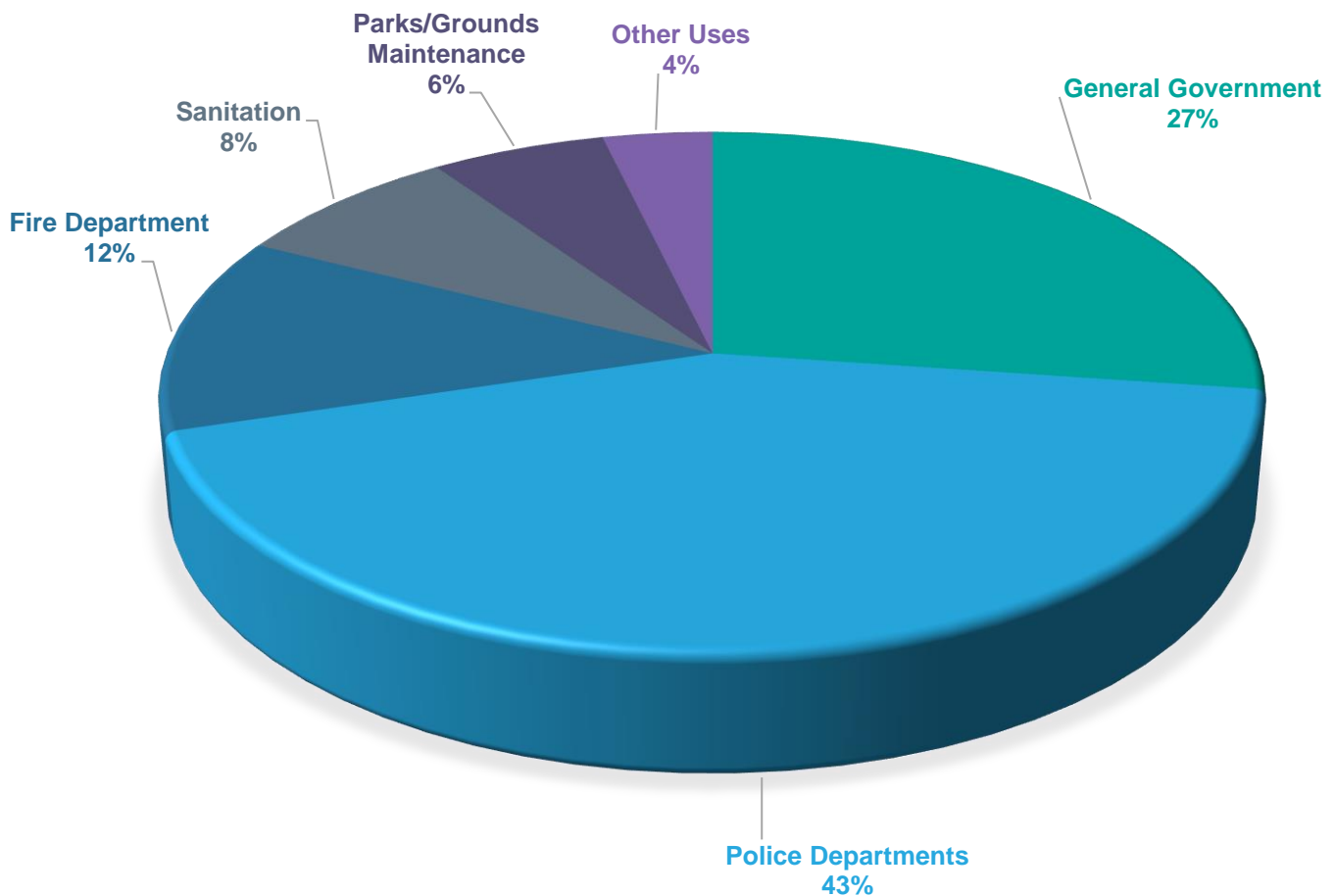
Property taxes account for 38% of the General Fund budget in FY 2024-2025. South Carolina law allows local governments to levy taxes on real and personal property valuations as assessed and equalized according to statutory guidelines. The millage rate for the City of Cayce increased from Fiscal Year 2023-2024 to Fiscal Year 2024-2025 by 4.0 mils, which increases the property taxes on an owner-occupied home \$16.00 annually per \$100,000 taxable value of the property. This increase results in additional tax revenues for the City in the amount of approximately \$271,656 in FY 2024-2025.



## GENERAL FUND EXPENDITURES

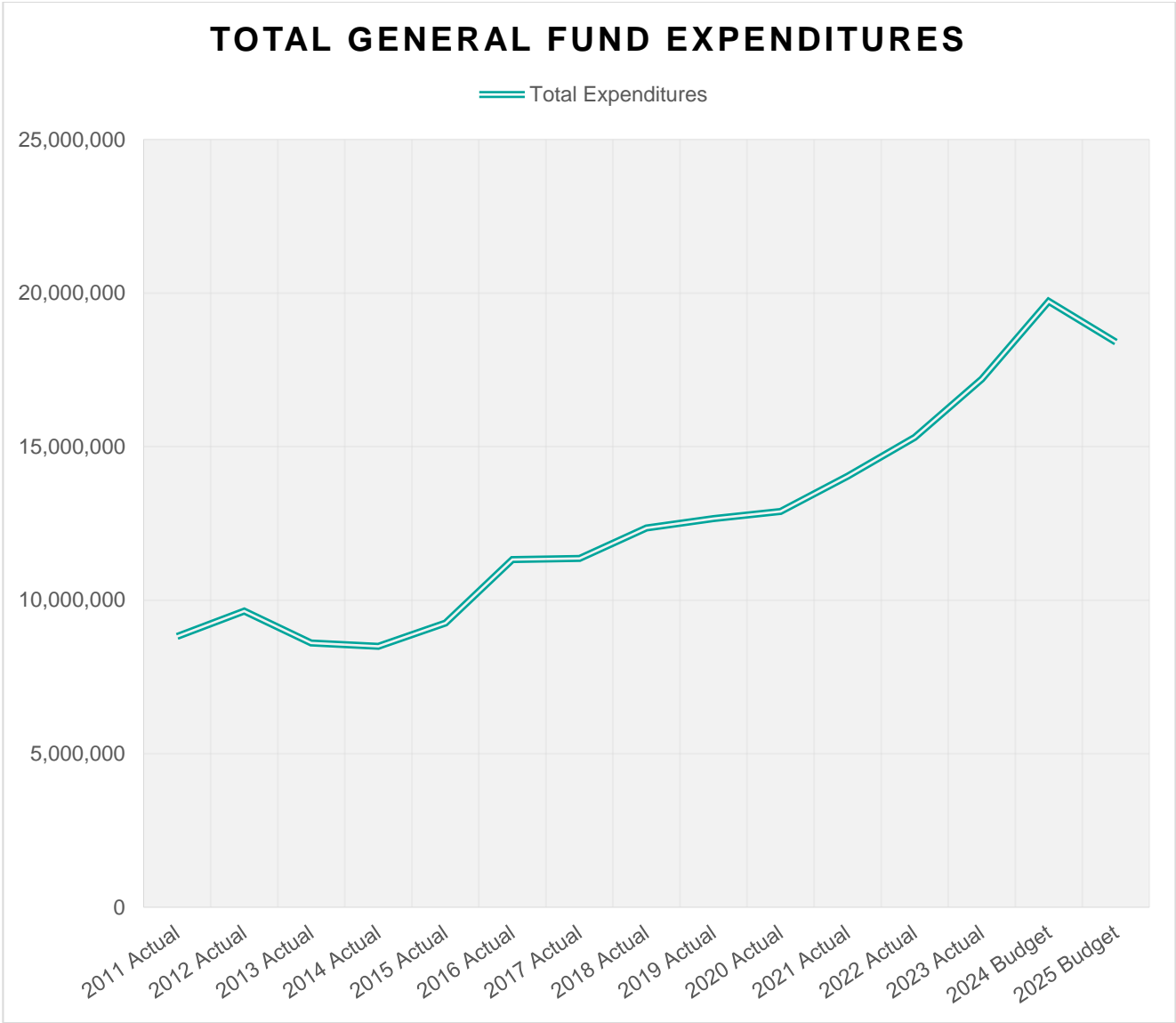
Approximately 43% of all General Fund expenditures are allocated to the City's Police Department. Additionally, of the \$7,922,362 currently budgeted for Fiscal Year 2025, \$6,695,107, or 85% is specifically for salaries and benefits. The remaining budget for the General Fund is split between the Fire Department, Sanitation, Parks and Ground Maintenance, Other Uses, and General Government. General Government includes Council, Administration, Municipal Court, Information Technology, Planning & Development, Museum, Fleet Maintenance, and City-Sponsored Events. Other Uses consist of Lease Purchase Financing, Capital Projects, Debt Service, and Other Post Employment Benefits (OPEB).

### FY 2025 GENERAL FUND EXPENDITURES

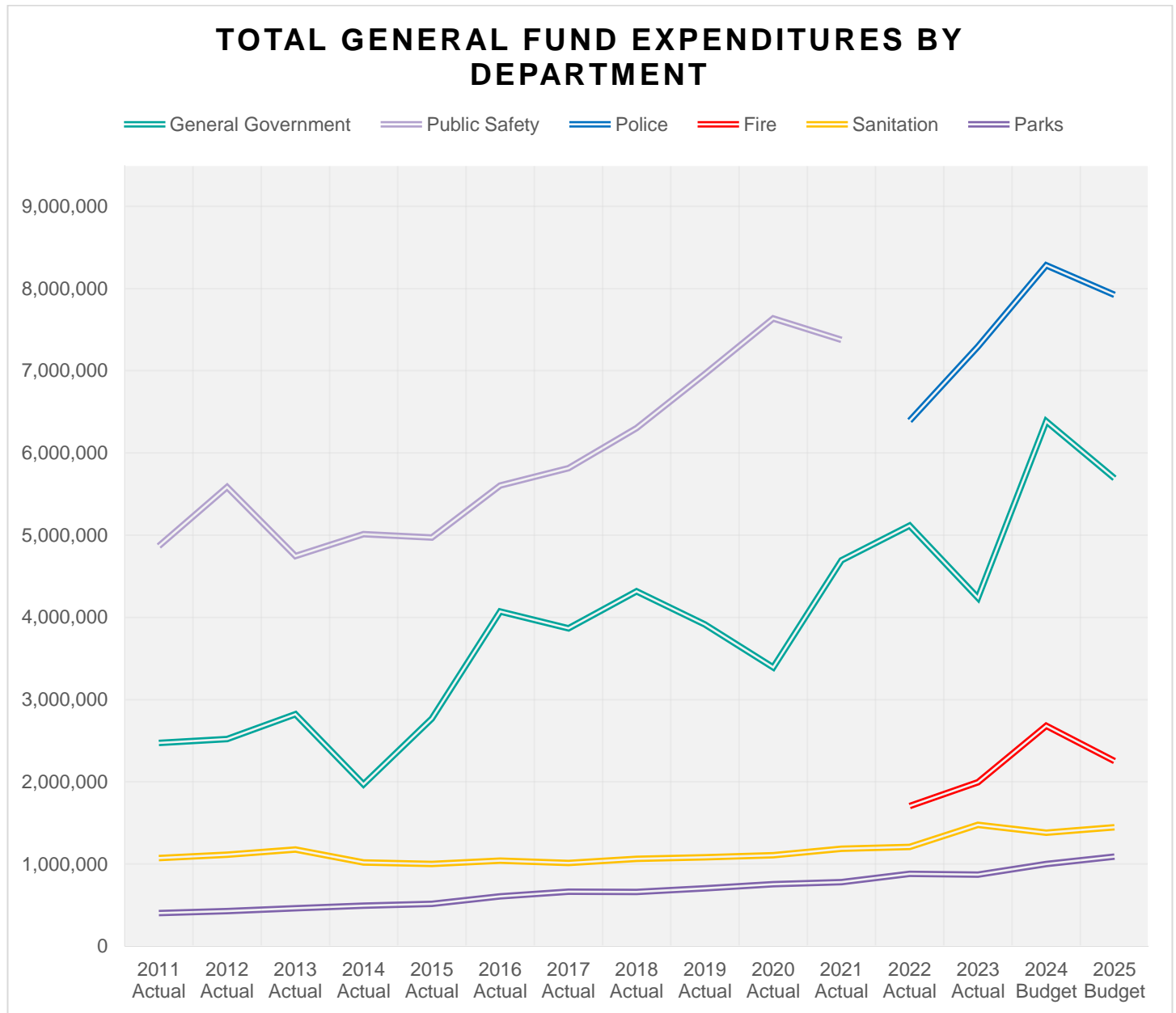


GENERAL FUND EXPENDITURES

General Fund Expenditures have grown throughout the years partly through general inflation and increases in personnel costs. The chart below shows the growth of expenditures over the last 15 years.



Conversely, total General Fund expenditures do not tell the whole story regarding expenditures for the City. The graph below correlates the City’s overall expenditure growth with departmental expenditure growth for a more accurate portrayal of City expenditures.



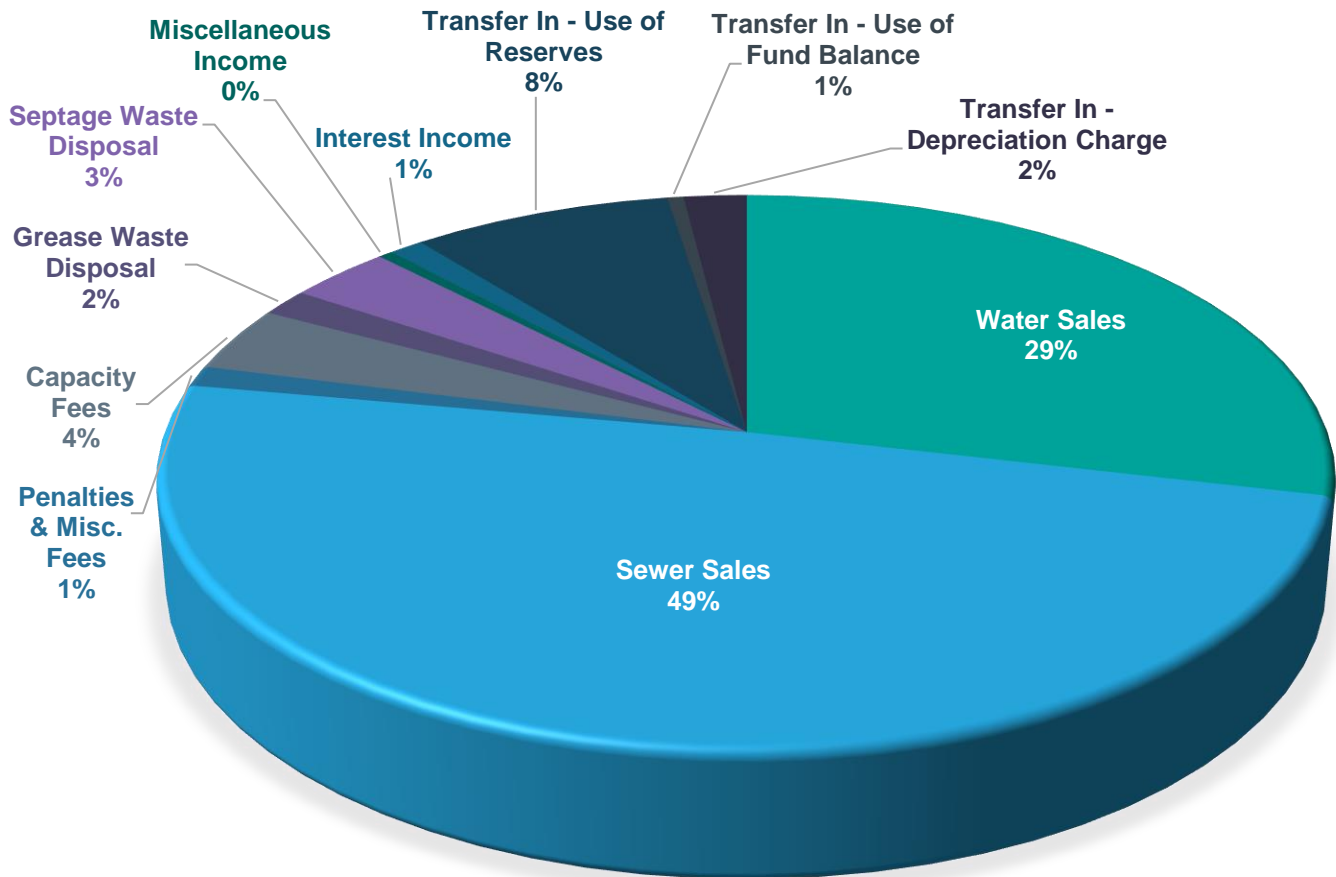
As can be seen in the chart above, during Fiscal Year 2021-2022, the Public Safety Department was divided into separate Police and Fire Departments. Also, General Government expenditures also include non-departmental expenditures, debt service, and capital outlay. This causes fluctuations in the chart for General Government. Due to the unknown impacts of COVID-19 to the City’s revenue sources, Fiscal Year 2021 expenditures were minimized, and capital purchases were halted as seen in the chart above. With the economy recovering and the use of some of the American Rescue Plan funds, much needed capital was purchased in Fiscal Years 2022-2023 and 2023-2024. The FY 2024-2025 budget included no capital purchases, which causes decreases in overall expenditures by department as you can see above.

## ENTERPRISE FUND REVENUE

The City of Cayce's combined water and sewer system provides water and sewer services to customers both inside the boundaries of the City, as well outside its political boundaries. With approximately 222 miles of water lines and approximately 283 miles of sewer lines, the system provides service to over 8,100 water customers and more than 13,600 sewer customers. The combined water and sewer system also includes a Septage and Grease Facility for the disposal of fats, oil and grease. In August 2021, the City issued a South Carolina Water and Sewer System Revenue Bond in the amount of \$3,939,158 for the construction of an additional septage/grease receiving bay and improvements to the existing receiving bay including the addition of a second belt filter press, conveyor systems, polymer feed equipment, piping, and appurtenances.

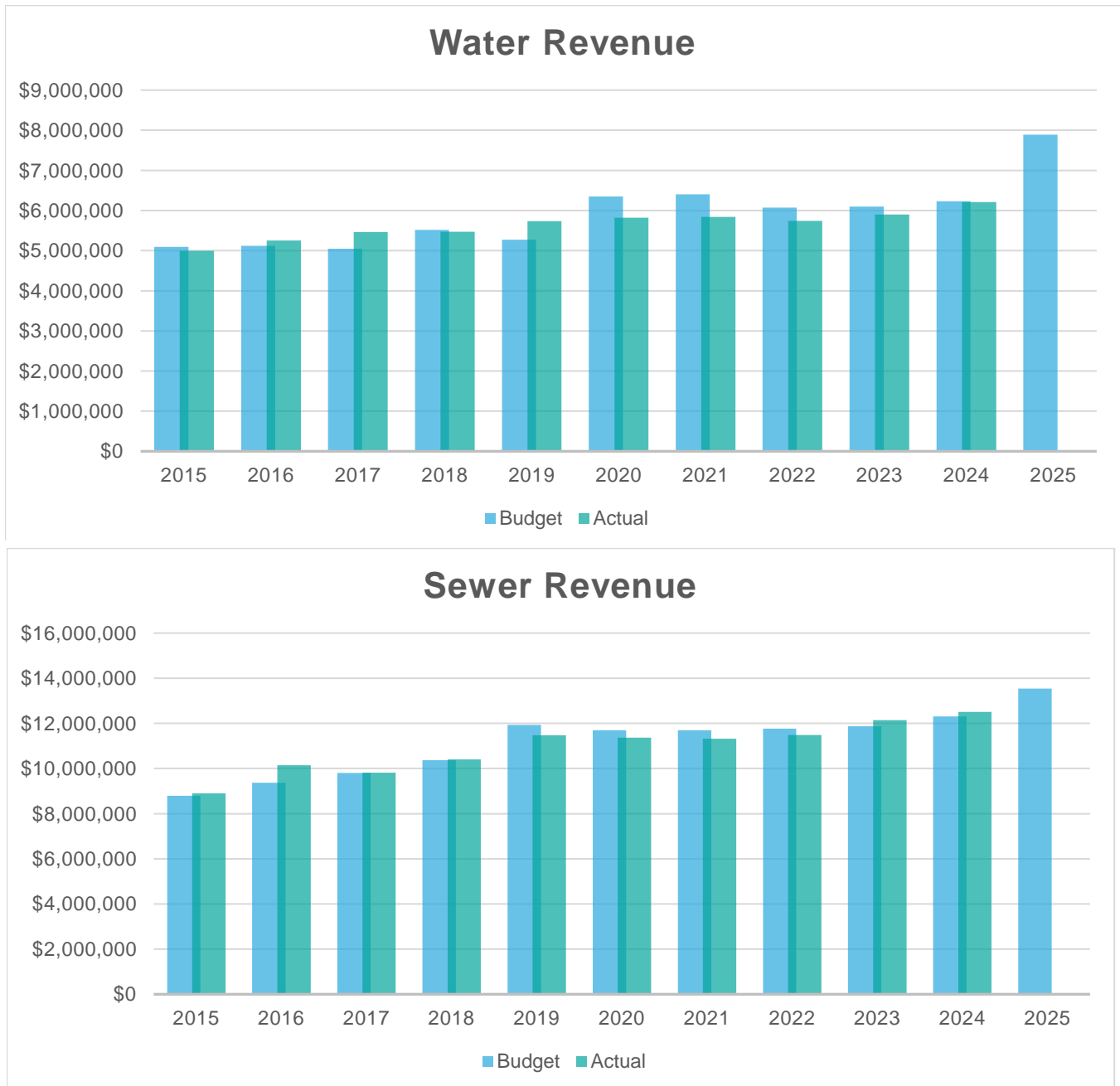
The City sets rates for water and sewer services provided to its customers on a full-cost recovery basis. By far, the largest revenue sources in the Enterprise Fund are the fees charged for water and sewer service.

### FY 2025 ENTERPRISE FUND REVENUES



## Water and Sewer Fees

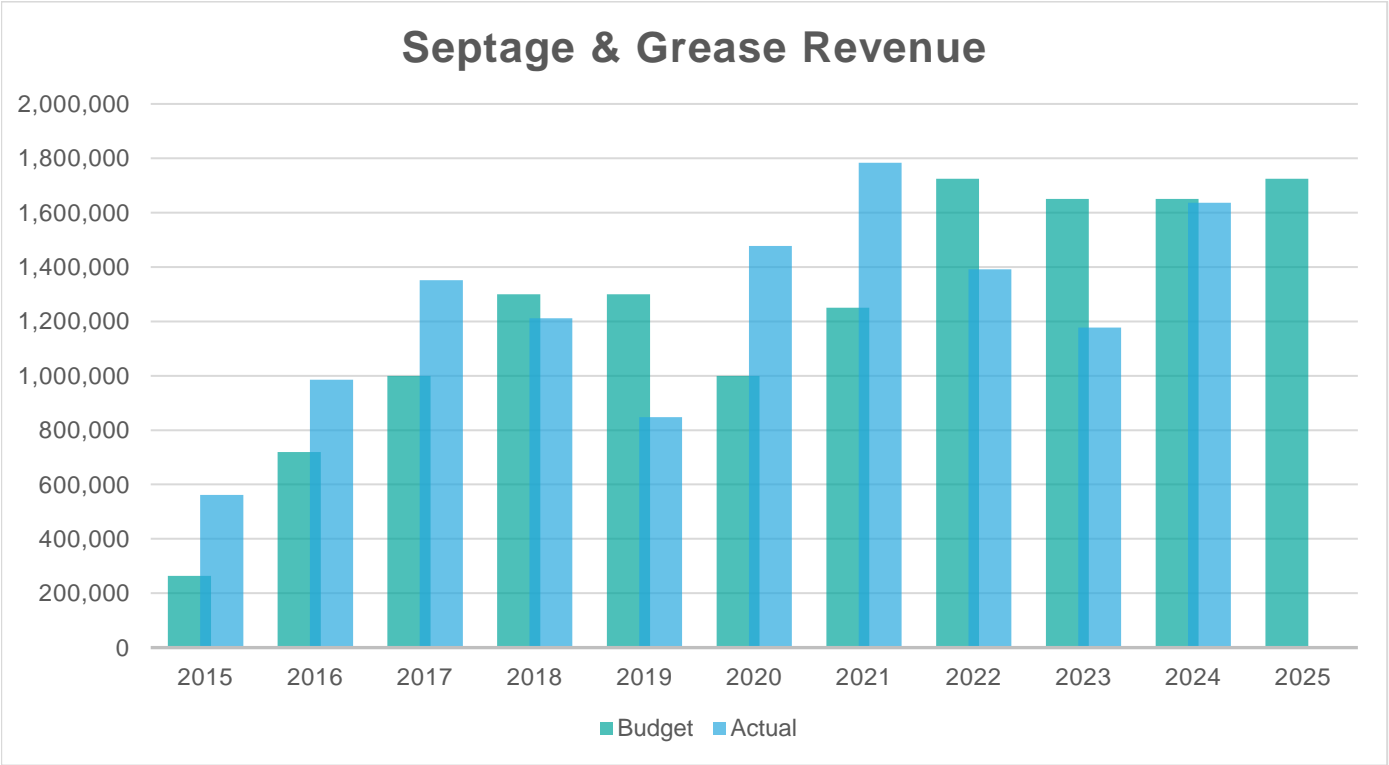
Water and Sewer Fees account for 78% of the Enterprise Fund budgeted revenues. The City completed a utility rate study in Fiscal Year 2023-2024. Upon completion of the rate study, it was recommended that the City increase rates for water and sewer services by 40% in year one with only minor maintenance increases in subsequent years. However, the City chose to implement a more conservative approach by increasing water and sewer rates in year one by 25% and re-evaluating future recommended increases at a later date.





Septage and Grease Fees

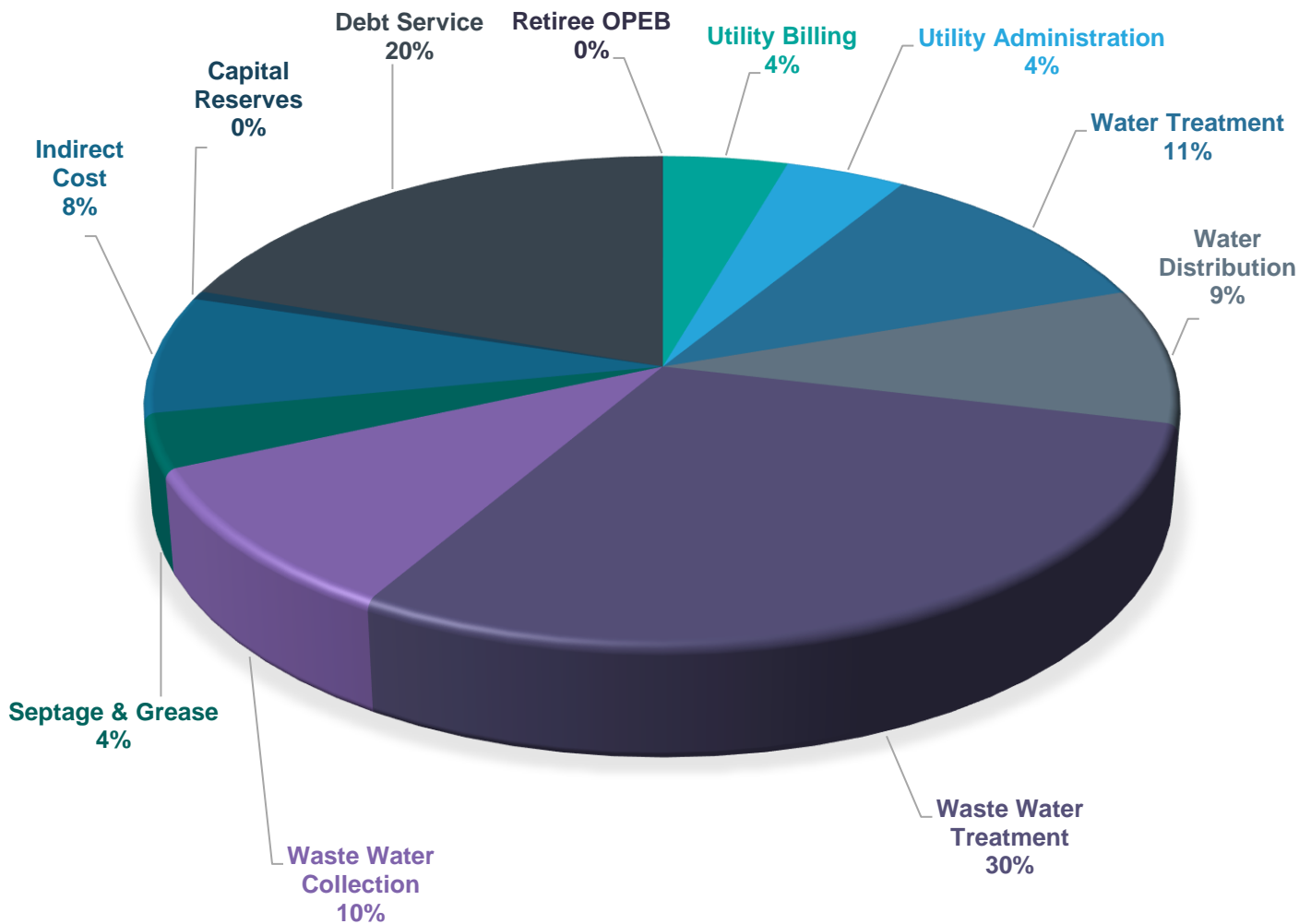
Septage and Grease Fees account for only 5% of the Enterprise Fund budgeted revenues, however it is notable that the Septage and Grease Facility is a self-sustaining budget. For Fiscal Year 2025, anticipated expenditures for the Facility are \$991,605, while anticipated revenues for the Facility are estimated to be \$1,725,000. The additional revenues will be used toward the debt service associated with the 2021 Water and Sewer System Revenue Bond that expanded the capacity of the Septage and Grease Facility.



## ENTERPRISE FUND EXPENDITURES

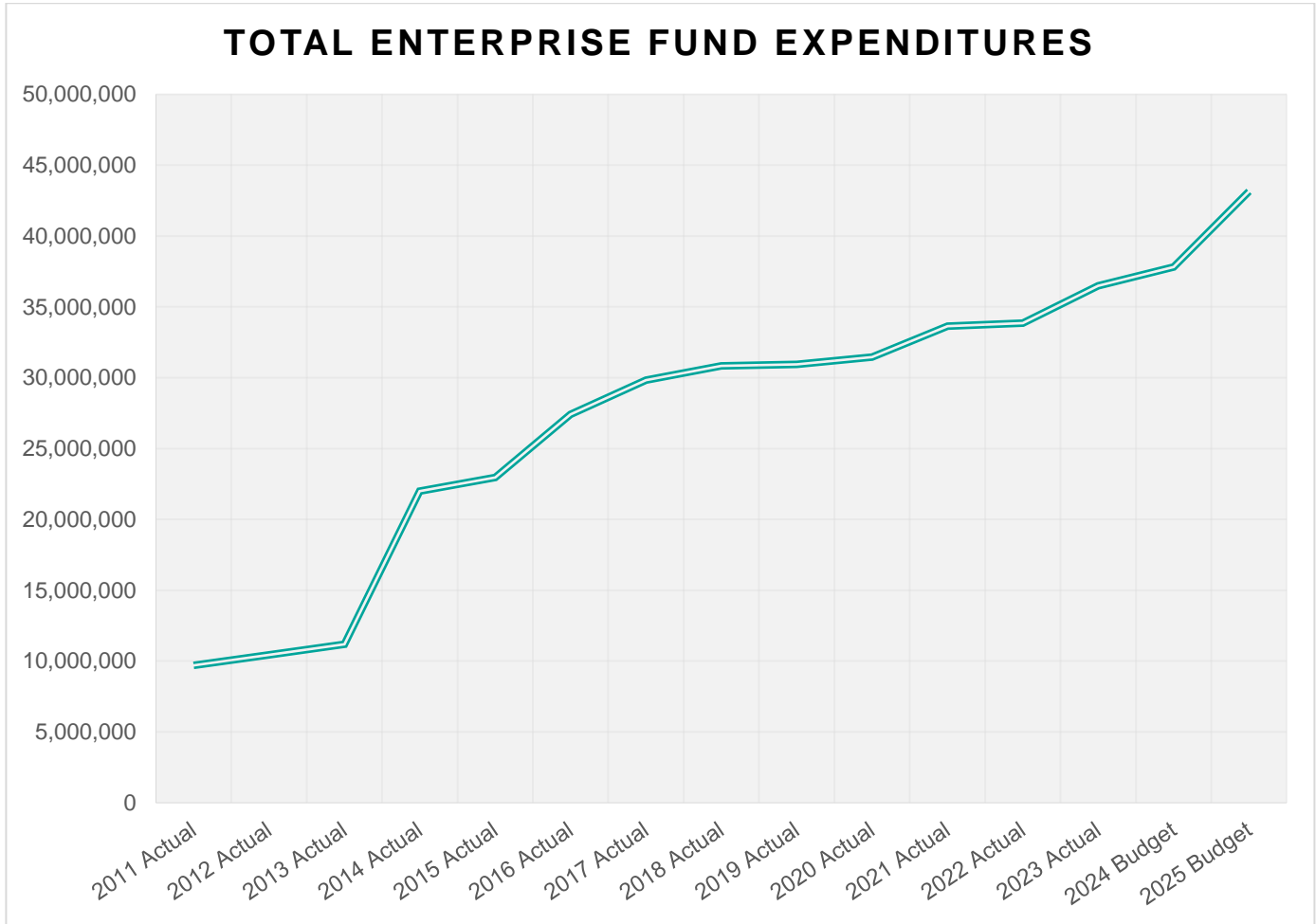
Approximately 28% of the City's combined water and sewer system expenditures directly cover wages and benefits. The debt service component of the City's Enterprise Fund accounts for 13% of total expenditures. In total, approximately 46% of expenditures cover the operating costs for the City's various water and sewer departments. Additionally, 5% of overall expenditures provides for a transfer from the Utility Fund to the General Fund. The purpose of the transfer is to properly allocate shared overhead costs between the General Fund and the Utility Fund. All City-wide functions (Human Resources, Information Technology, Finance, Payroll, Fleet Maintenance, etc.) are expensed to the General Fund, however the nature of the work in these departments encompasses both funds. The Indirect Cost Transfer allows for the reimbursement of General Fund departmental expenses that are utilized by the Utilities Fund.

### FY 2025 ENTERPRISE FUND EXPENDITURES

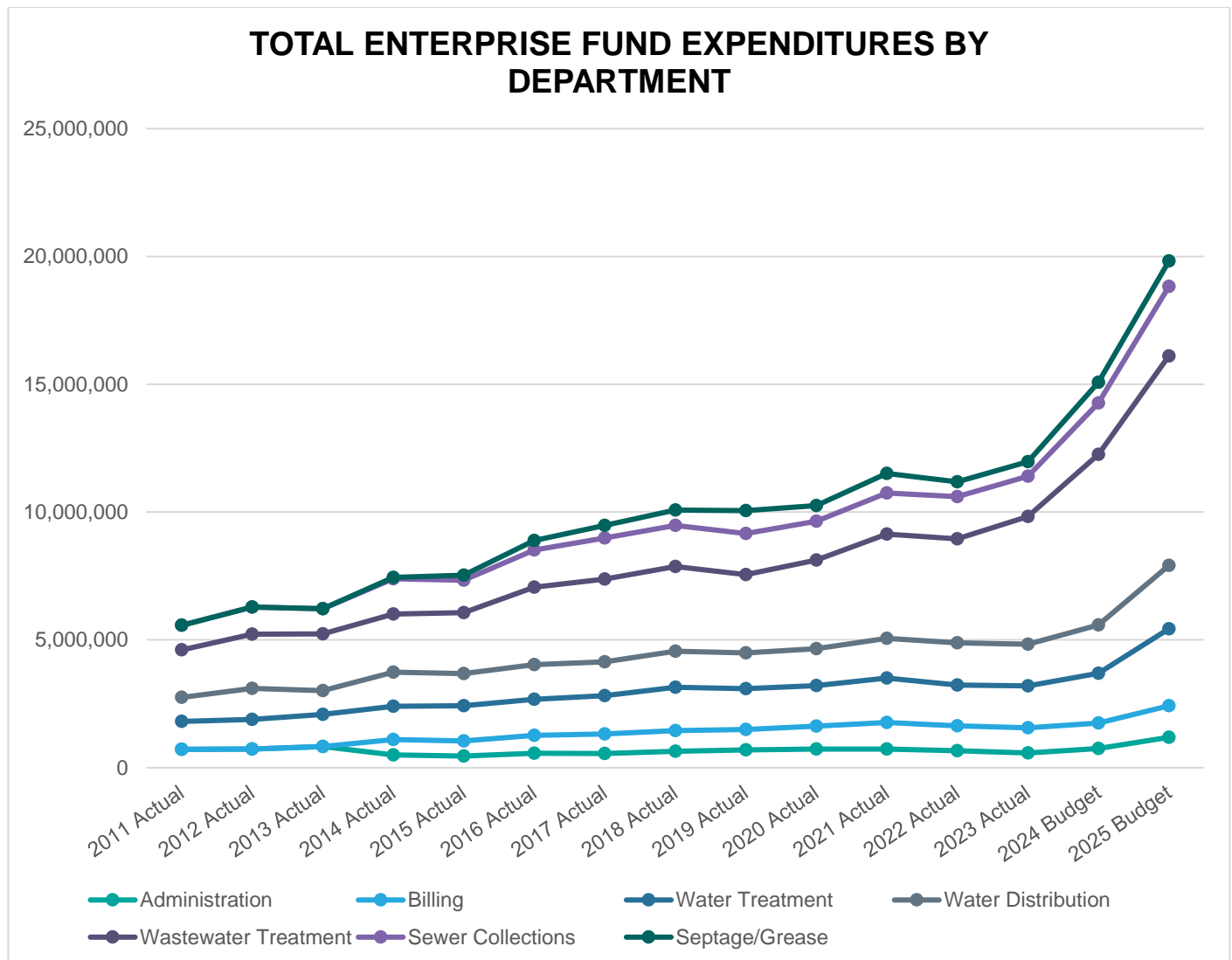


## ENTERPRISE FUND EXPENDITURES

Enterprise Fund Expenditures have grown throughout the years partly through general inflation and increases in personnel costs. As demand increases, so too do the costs of staffing and operating costs. Also, the City continues to invest in its own infrastructure through the issuance of long-term debt. The dramatic increase from Fiscal Year 2013 to Fiscal Year 2014 represents the timing in which the City began to include transfers between water and sewer system funds as a budgeted expenditure. The chart below shows the growth of expenditures over the last 15 years.



Conversely, total Enterprise Fund expenditures do not tell the whole story regarding expenditures for the City’s combined water and sewer system. The graph below correlates the City’s Enterprise Fund overall expenditure growth with departmental expenditure growth for a more accurate portrayal of City expenditures. No non-operating expenditures are included below. The dramatic increase from Fiscal Year 2013 to Fiscal Year 2014 represents the timing in which the City began to include transfers between water and sewer system funds as a budgeted expenditure.



This chart provides a visual portrayal showing the City’s combined water and sewer system growth. Due to the unknown impacts of COVID-19 to the City’s revenue sources, Fiscal Year 2021 expenditures were minimized, and capital purchases were halted as seen in the chart above. With the economy recovering and the use of some of the American Rescue Plan funds, much needed capital was purchased in Fiscal Years 2022-2023 and 2023-2024.

## DEBT SERVICE

The City of Cayce incurs debt as capital needs grow. The debt has been used to fund both revenue-producing facilities and general-purpose facilities.

	Balances June 30, 2024	Additions in FY 2025	Reductions in FY 2025	Balances June 30, 2025	Due Within One Year
<b>Governmental Activities:</b>					
<b>Short-Term Debt:</b>					
Bond Anticipation Note	\$ -	\$ -	\$ -	\$ -	\$ -
BAN Premium	\$ -	\$ -	\$ -	\$ -	\$ -
Total Short-Term Debt	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Long-Term Debt:</b>					
General Obligation Bonds	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Bond (TIF)	\$ 5,835,000	\$ -	\$ (355,000)	\$ 5,480,000	\$ 365,000
Installment Contracts	\$ 1,014,227	\$ -	\$ (414,629)	\$ 599,598	\$ 372,855
Compensated Absences	\$ 476,161	\$ 275,000	\$ (250,000)	\$ 501,161	\$ 255,000
Total Short-Term Debt	\$ 7,325,388	\$ 275,000	\$ (1,019,629)	\$ 6,580,759	\$ 992,855
<b>Business-type Activities:</b>					
<b>Short-Term Debt:</b>					
Bond Anticipation Note	\$ -	\$ -	\$ -	\$ -	\$ -
BAN Premium	\$ -	\$ -	\$ -	\$ -	\$ -
Total Short-Term Debt	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Long-Term Debt:</b>					
SRF Loans	\$ 24,679,915	\$ -	\$ (837,042)	\$ 23,842,873	\$ 852,318
Revenue Bonds	\$ 20,345,000	\$ -	\$ (2,545,000)	\$ 17,800,000	\$ 2,660,000
Installment Contracts	\$ -	\$ -	\$ -	\$ -	\$ -
Compensated Absences	\$ 259,694	\$ 160,000	\$ (130,000)	\$ 289,694	\$ 129,755
Total Short-Term Debt	\$ 45,284,609	\$ 160,000	\$ (3,512,042)	\$ 41,932,567	\$ 3,642,073

### Series 2017 Tax Increment Financing (TIF) Junior Lien Bond

The City issued \$8.0 million tax increment financing (TIF) bond, Series 2017, dated August 1, 2017, for the purpose of financing certain improvements in the Redevelopment District (as defined in the amended Redevelopment Plan), including (i) demolition of certain properties within the Redevelopment Project Area; (ii) general infrastructure improvements of water, sewer, stormwater and roadways; (iii) construction of a new public safety facility; (iv) improvements and repairs to the City's Riverwalk and related greenway projects along the Congaree River; (v) the development and construction of an Interpretive Center; and (vi) certain other public development activities, improvements, and projects. The TIF Bonds are secured by Pledge Incremental Revenues collected from ad-valorem taxes within the District and deposited into a Special Tax Allocation Fund. The bonds are additionally secured by a pledge of the City's Water and Sewer Utility System revenues and thus constitutes a 'junior lien' (as defined in the Utility Bond Ordinance). Principal and interest (3.0%-4.0%) is payable semi-annually with the final payment being due in June 2037.

The following tables details the debt funding requirements for the Series 2017 Tax Increment Financing (TIF) Junior Lien Bond. The amounts show principal and interest and is based on current outstanding debt issues.

#### ANNUAL BOND AND INTEREST REQUIREMENTS

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2017	0	0	0
2018	285,000	250,862	535,862
2019	290,000	279,063	569,063
2020	300,000	270,363	570,363
2021	310,000	261,363	571,363
2022	315,000	252,063	567,063
2023	325,000	242,613	567,613
2024	340,000	229,613	569,613
2025	355,000	216,013	571,013
2026	365,000	201,813	566,813
2027	380,000	187,213	567,213
2028	395,000	172,013	567,013
2029	415,000	156,213	571,213
2030	430,000	139,613	569,613
2031	445,000	122,413	567,413
2032	465,000	104,613	569,613
2033	485,000	86,013	571,013
2034	500,000	70,250	570,250
2035	515,000	54,000	569,000
2036	535,000	36,619	571,619
2037	550,000	18,563	568,563
<b>Total</b>	<b>8,000,000</b>	<b>3,351,281</b>	<b>11,351,281</b>

### Series 2017 SRF Loan

The City issued \$24,560,378 Clean Water State Revolving Fund Loan, Series 2017, dated February 9, 2017, for the purpose installing approximately 261,000 linear feet (LF) of 2-inch through 16-inch waterline, associated valves, hydrants, connections, and appurtenances; construction of a 1,000,000-gallon composite elevated water storage tank, appurtenances, and telemetry system. The Series 2017 loan is secured by and payable solely from a pledge of and lien upon the Net Revenues (as defined in the Series Ordinance) on a parity with the pledge thereof securing the payment of the Outstanding Bonds (as defined in the Series Ordinance) and any other Additional Bonds (as defined in the Series Ordinance) hereafter issued. Principal and interest (1.80% per annum) is payable quarterly with the final payment being due in December 2048.

#### ANNUAL BOND AND INTEREST REQUIREMENTS

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2024	675,899	385,419	1,061,317
2025	688,147	373,170	1,061,317
2026	700,618	360,699	1,061,317
2027	713,314	348,003	1,061,317
2028	726,241	335,076	1,061,317
2029	739,402	321,916	1,061,317
2030	752,801	308,516	1,061,317
2031	766,443	294,874	1,061,317
2032	780,333	280,985	1,061,317
2033	794,474	266,844	1,061,317
2034	808,871	252,446	1,061,317
2035	823,529	237,788	1,061,317
2036	838,453	222,864	1,061,317
2037	853,647	207,670	1,061,317
2038	869,117	192,200	1,061,317
2039	884,867	176,450	1,061,317
2040	900,903	160,415	1,061,317
2041	917,229	144,089	1,061,317
2042	933,851	127,467	1,061,317
2043	950,774	110,544	1,061,317
2044	968,003	93,314	1,061,317
2045	985,545	75,772	1,061,317
2046	1,003,405	57,912	1,061,317
2047	1,021,589	39,728	1,061,317
2048	1,040,102	21,215	1,061,317
2049	525,909	3,561	529,470
<b>Total</b>	<b>21,663,466</b>	<b>5,398,935</b>	<b>27,062,401</b>

## Series 2021 SRF Loan

The City issued \$3,939,158 Clean Water State Revolving Fund Loan, Series 2021 for the for the construction of an additional septage/grease receiving bay and improvements to the existing receiving bay including the addition of a second belt filter press, conveyor systems, polymer feed equipment, piping, and appurtenances. The Series 2021 loan is secured by and payable solely from a pledge of and lien upon the Net Revenues (as defined in the Series Ordinance) on a parity with the pledge thereof securing the payment of the Outstanding Bonds (as defined in the Series Ordinance) and any other Additional Bonds (as defined in the Series Ordinance) hereafter issued. Principal and Interest (1.80%-2.20%) is payable quarterly with the final payment being due in October 2052.

### SRF 2021A & 2021B

#### ANNUAL BOND AND INTEREST REQUIREMENTS

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2023	75,073	38,870	113,942
2024	144,490	71,390	215,880
2025	149,827	70,054	219,881
2026	152,650	67,232	219,881
2027	155,526	64,355	219,881
2028	158,457	61,425	219,881
2029	161,443	58,438	219,881
2030	164,486	55,395	219,881
2031	167,587	52,294	219,881
2032	170,747	49,135	219,881
2033	173,966	45,915	219,881
2034	177,247	42,634	219,881
2035	180,590	39,291	219,881
2036	183,996	35,885	219,881
2037	187,468	32,414	219,881
2038	191,005	28,876	219,881
2039	194,609	25,272	219,881
2040	198,282	21,599	219,881
2041	202,025	17,857	219,881
2042	205,838	14,043	219,881
2043	124,132	10,349	134,480
2044-2053	419,715	46,536	466,252
<b>Total</b>	<b>3,939,158</b>	<b>949,259</b>	<b>4,888,417</b>



## Series 2016A&B Bonds and Defeasance of Series 2007A Bonds

The City issued \$8,470,000 Series 2016A and \$4,500,000 Series 2016B Water and Sewer System Refunding Revenue Bonds, dated March 29, 2016, to advance refund the outstanding principal amounts of the Series 2007A Water and Sewer System Refunding and Improvement Revenue Bonds, (original principal amount of \$18,795,000 dated September 11, 2007). Proceeds from the Series 2016A&B bonds were used to (1) redeem the callable portion of the Series 2007A bonds and (ii) establish an irrevocable escrow fund (trust account) held by a third-party. The amounts deposited in the trust account are invested in U.S. treasury securities and the interest and principal thereof shall be applied to the payment of the principal and interest on each of the outstanding Series 2007A bonds payable through July 1, 2020. The Series 2007A bonds are considered defeased 'in-substance' for accounting and financial reporting purposes, and the trust account assets and the liability for the defeased bonds are not included in the City's financial statements.

The Series 2016A bonds shall not be subject to optional redemption prior to their stated maturities. The Series 2016B bonds maturing on and after July 1, 2027, are subject to redemption at any time on and after July 1, 2026, at a redemption price of par plus accrued interest to the date of redemption. Principal and Interest for Series 2016A (2.692%) is payable semi-annually with the final payment being due in January 2025.

### Refunding Revenue Bond 2016A (Taxable)

#### ANNUAL BOND AND INTEREST REQUIREMENTS

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2024	925,000	38,508	963,508
2025	765,000	12,317	777,317
<b>Total</b>	<b>1,690,000</b>	<b>50,825</b>	<b>1,740,825</b>

### Refunding Revenue Bond 2016B

#### ANNUAL BOND AND INTEREST REQUIREMENTS

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2024	0	177,850	177,850
2025	215,000	174,625	389,625
2026	1,015,000	151,100	1,166,100
2027	1,060,000	109,600	1,169,600
2028	1,100,000	66,400	1,166,400
2029	1,110,000	22,200	1,132,200
<b>Total</b>	<b>4,500,000</b>	<b>701,775</b>	<b>5,201,775</b>

## Series 2020 Bond and Defeasance of Series 2009 and Series 2015 SRF Loans

The City issued \$20,535,000 Water and Sewer System Refunding Revenue Bonds, Series 2020, dated July 21, 2020, to (i) refund the outstanding principal amount of the Series 2009 Clean Water State Revolving Funds (SRF) Loan dated September 15, 2008; and (ii) refund the outstanding principal amount of the Series 2015 Clean Water State Revolving Funds (SRF) Loan dated January 29, 2015. Maturities on the Series 2020 Bonds mature serially on June 1, 2021, through June 1, 2036. The Series 2020 Bonds maturing on or after June 1, 2030, are subject to redemption prior to maturity, at the option of the City, at any time on and after June 1, 2029, as a whole or in part, at a redemption price equal to 100% of par plus accrued interest to the date of redemption. The Series 2020 Bonds are issued pursuant to the City's Master Bond Ordinance, dated February 2, 2016, and the applicable Series Ordinance dated April 22, 2020, and are secured by and payable from a pledge of the Net Revenues on a parity with the pledge of Net Revenues that secure the Outstanding Bonds and any Additional Bonds issued pursuant to the Bond Ordinance. Principal and interest (1.45% per annum) is payable semi-annually with the final payment being due in June 2036.

### Lexington and Commission Agreement

On August 28, 2009, the City entered into a Wastewater Services Agreement with the City of Lexington and the Lexington County Joint Municipal Water and Sewer Commission, which has a stated term of 30 years and may be automatically renewed for 2 successive 10-year periods thereafter. Pursuant to the Agreement, the Commission pays the City principal, interest and debt service coverage for 30.183% of the Series 2009 SRF Loan debt service requirements (in addition to other rates and charges). For FY 2024-2025, the monthly payment amount is \$50,600.54, or \$607,206.50 annually. According to the Agreement, revenue generated by the Debt Service Charge (as defined in the Agreement) shall be considered operating revenue for the City.

### Refunding Revenue Bond 2020

#### ANNUAL BOND AND INTEREST REQUIREMENTS

Year	Principal	Interest	Total
2024	1,490,000	734,023	2,224,023
2025	1,565,000	659,523	2,224,523
2026	1,645,000	581,273	2,226,273
2027	1,725,000	499,023	2,224,023
2028	1,815,000	412,773	2,227,773
2029	1,935,000	322,023	2,257,023
2030	2,000,000	225,273	2,225,273
2031	2,100,000	125,273	2,225,273
2032	1,635,000	62,273	1,697,273
2033	200,000	13,223	213,223
2034	205,000	9,223	214,223
2035	210,000	5,123	215,123
2036	45,000	923	45,923
<b>Total</b>	<b>16,570,000</b>	<b>3,649,945</b>	<b>20,219,945</b>

## General Obligation Legal Debt Margin

The City's borrowing power is restricted by amended Article X, Section 14 of the State Constitution which became effective November 30, 1977. This Section provides that a local government unit cannot at any time have total general bonded debt outstanding (excluding certain lease and installment obligations) in any amount that exceeds 8% of its total assessed property value. Also, excluded from the limitation are: bonded indebtedness approved by the voters and issued within five years of the date of such referendum; special bonded indebtedness levies assessed on properties located in an area receiving special benefits from the taxes collected; and other bonded indebtedness existing on or prior to 1995.

### General Obligation Legal Debt Limitations

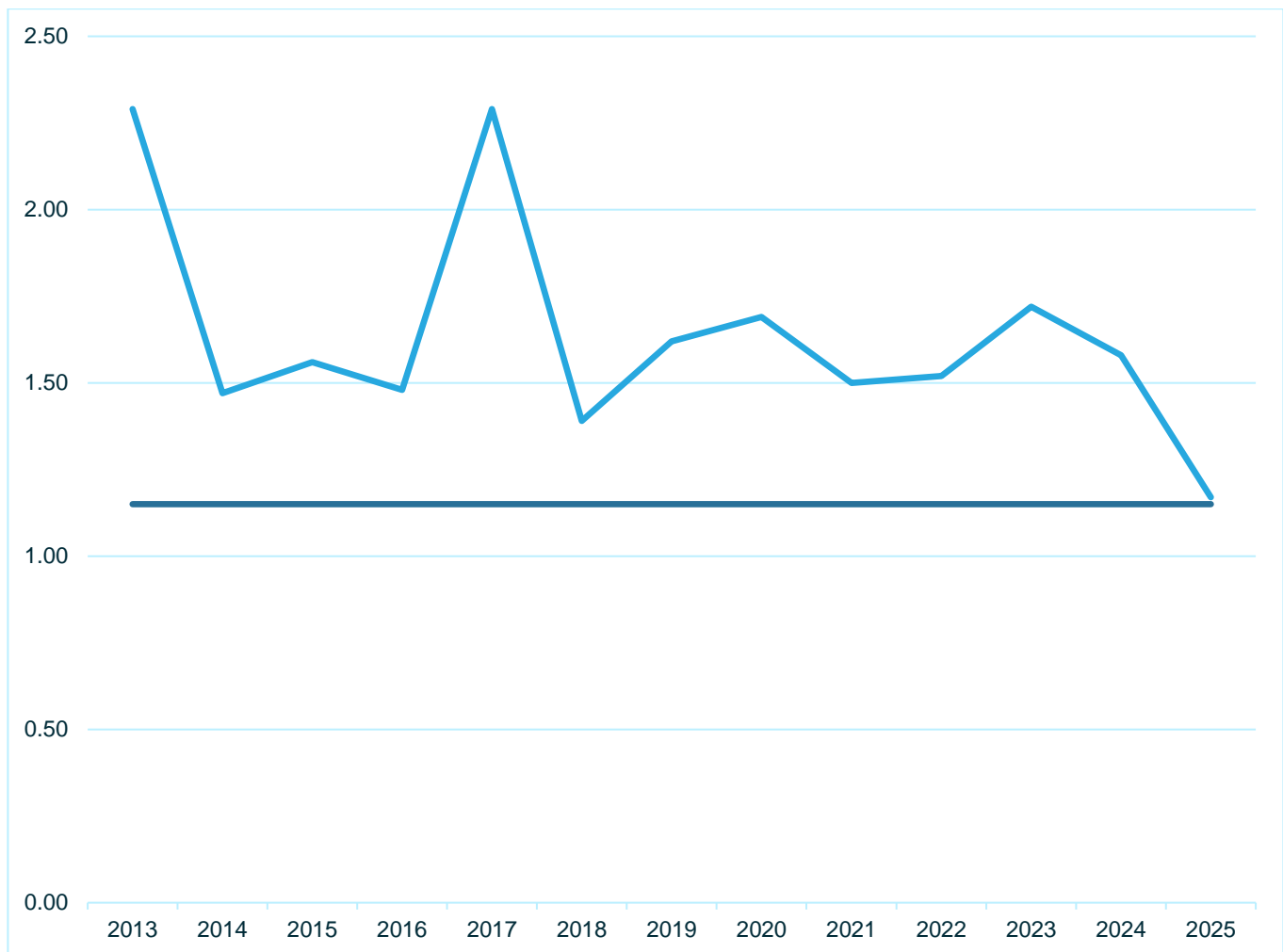
<b>Fiscal Year Ended June</b>	<b>Total Assessed Valuation</b>	<b>Maximum G.O. Debt Limitation (8.00%)</b>	<b>Outstanding Bonds Chargeable to Bond Limit</b>	<b>Legal Debt Margin</b>	<b>% of Debt Limit Utilized</b>
2013	47,860,580	3,828,846	0	3,828,846	0.00%
2014	48,551,450	3,884,116	0	3,884,116	0.00%
2015	50,482,690	4,038,615	0	4,038,615	0.00%
2016	51,479,370	4,118,350	0	4,118,350	0.00%
2017	52,484,130	4,198,730	0	4,198,730	0.00%
2018	55,262,980	4,421,038	0	4,421,038	0.00%
2019	57,798,880	4,623,910	0	4,623,910	0.00%
2020	59,691,010	4,775,281	0	4,775,281	0.00%
2021	65,518,950	5,241,516	0	5,241,516	0.00%
2022	68,477,730	5,478,218	0	5,478,218	0.00%
2023	72,528,560	5,802,285	0	5,802,285	0.00%
2024	75,411,380	6,032,910	0	6,032,910	0.00%

Source: Lexington County Auditor's Office

## Debt Coverage Requirements

Rate covenants under the City's Bond Ordinance require that the City maintain a minimum debt coverage ratio of 1.15 for Revenue Bonds. The estimated Debt Coverage ratio for Fiscal Year 2025 is 1.17.

Coverage Ratios



By far, the biggest reason for the decrease in debt service coverage from 2019 to 2025 is soaring costs to operate and maintain the system. From 2019 to 2025, operational and maintenance expenses increased from \$12.3M to \$19.8M, or 60%, respectively.

However, several other factors play a key role as well. Bonds issued in 2021 totaling \$3,939,158 impacted the City's coverage ratios. The bond issue was used to pay for the construction of an additional septage/grease receiving bay and improvements to the existing receiving bay. This expansion of our Septage and Grease Facility also creates additional revenue growth for the City. Additionally, the City will begin paying Principal on the Series 2016B in Fiscal Year 2025, which will also affect the coverage ratios. An additional bond issued in 2020 is included in these ratios, however, was used to refinance prior issues and therefore had minimal effect on the City's coverage ratios. Currently, the City has no plans to issue further debt.

## FUND BALANCE

### **General Fund**

As a general rule, budgets for the General Fund must balance projected revenues with anticipated expenditures, which would result in no change in fund balance from one year to the next. This only varies if fund balance is budgeted as a source of funds. When revenues do not meet expectations during the year, anticipated expenditures are often adjusted.

City Council is anticipating that \$230,000 will be the City's General Fund net position (net income over expenses) in FY 2023-2024 when the financial statements are published in December 2024. City Council included a plan in the FY 2024-2025 to appropriate this expected net position to potential one-time retention bonuses for employees. This this reason, the Fiscal Year 2024-2025 includes the appropriation of \$230,000 from Fund Balance for these potential retention bonuses.

City Council voted to approve a 4.0 mil increase to the City's property tax millage for FY 2024-2025 and voted not to approve an increase in sanitation fees for Fiscal Year 2024-2025.

### **Enterprise Fund**

Budgets for the Enterprise Fund also must balance projected revenues with anticipated expenditures, which would result in no change in fund balance from one year to the next. This only varies if fund balance is budgeted as a source of funds. When revenues do not meet expectations during the year, anticipated expenditures are often adjusted. The City has entered a phase of needing large capital expenditures to allow for continued growth, as well as to ensure the continuity of existing assets. Remaining State Revolving Fund (SRF) bond funds and Capital Contribution Fee Fund Balances are scheduled to cover the projects that are ongoing in Fiscal Year 2025.

The City is also appropriating \$140,620 of Fund Balance and an additional \$2,280,515 from various reserves for capital items in the Enterprise Fund.

### **Major Governmental Funds**

The City received State and Local Fiscal Recovery Funds (SLFRF) from the American Rescue Plan in FY 2021-2022 and FY 2022-2023. A separate fund was created for the appropriation of this money for transparency in reporting, and any unspent allocations are being recorded as unearned revenue for each Fiscal Year. As of July 1, 2024, all SLFRF funds have been allocated to a variety of needed expenditures. Per SLFRF funding guidelines, the City is required to have all funded expended by December 31, 2024.

City of Cayce, South Carolina  
Schedule of Fund Balance/Fund Equity (3 Year Summary)



Fiscal Year Ending June 30, 2025  
General Fund

REVENUES:	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget
Property Taxes	\$ 4,565,060	\$ 5,010,946	\$ 4,950,805	\$ 5,030,820	\$ 5,421,656
Licenses and Permits	5,113,255	5,226,170	5,327,268	5,453,873	5,222,000
Fines and Forfeitures	210,000	197,280	200,000	162,671	204,000
State Shared Revenue	481,500	515,413	516,500	536,695	617,500
Program Revenue	1,845,800	1,505,642	1,887,500	1,919,740	1,913,500
Grants and Other	280,000	801,838	2,224,727	647,405	731,987
Interest Income	5,000	108,486	27,000	233,781	170,000
Miscellaneous	2,243,450	2,499,804	2,302,500	2,329,088	2,300,000
Total Revenues	14,744,065	15,865,579	17,436,300	16,314,073	16,580,643
<b>EXPENDITURES</b>					
City Council	148,109	140,690	148,283	157,350	150,877
Administration	1,161,021	1,162,218	1,224,862	1,197,759	1,268,339
Court	273,855	256,932	286,019	251,628	281,241
Legal	156,825	128,908	156,825	171,367	156,500
Information Technology	355,996	279,833	421,186	387,553	439,718
Community Relations	153,725	151,849	140,150	171,019	184,650
Finance & Tax Collection	390,623	336,710	438,524	440,173	463,845
Public Buildings & Street Lighting	487,744	493,333	498,934	515,939	505,463
Police Departments	6,999,651	6,705,404	8,282,705	7,456,747	7,922,362
Fire Department	1,940,397	1,943,993	2,681,429	2,253,597	2,253,757
Sanitation	1,309,639	1,312,866	1,380,745	1,349,595	1,446,585
Planning & Development	605,511	620,836	730,474	696,299	756,292
Museum	157,783	118,050	180,843	156,406	186,975
Parks/Grounds Maintenance	957,025	869,165	1,001,927	969,084	1,090,327
City Events	100,000	88,893	100,000	95,476	145,250
Garage	449,102	470,666	488,183	460,459	469,157
Non-Departmental/Support	77,000	91,169	80,000	89,295	90,000
Debt Service	560,059	493,505	484,920	484,282	444,950
Capital Outlay	738,000	796,638	500,000	499,984	-
Capital Projects	-	740,822	505,707	776,926	150,000
Total Expenditures	17,022,065	17,202,478	19,731,716	18,580,939	18,406,288
<b>OTHER FINANCING SOURCES</b>					
Issuance of Debt	738,000	738,000	500,000	500,000	-
Sale of Assets	80,000	90,999	50,000	83,720	-
Transfers from Other Funds	1,435,000	1,449,049	1,745,416	1,585,952	1,825,645
Total Other Financing Sources	2,253,000	2,278,048	2,295,416	2,169,672	1,825,645
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	\$ (25,000)	\$ 941,149	\$ -	\$ (97,194)	\$ -

<b>Fund Balances, Beginning of Year</b>	9,620,700	10,561,849	10,561,849	10,464,655
<b>Use of Reserves</b>	-	(167,500)	-	(115,000)
<b>Fund Balances, End of Year</b>	10,561,849	10,394,349	10,464,655	10,349,655

City of Cayce, South Carolina  
Schedule of Fund Balance/Fund Equity (3 Year Summary)



Fiscal Year Ending June 30, 2025  
Utilities Fund

OPERATING REVENUE	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget
Water Sales	\$ 6,100,000	\$ 5,903,911	\$ 6,230,000	\$ 6,102,482	\$ 7,892,086
Sewer Sales	12,091,474	12,599,305	12,337,300	13,112,595	13,544,270
Reconnection Fees	35,000	44,440	38,000	40,544	38,380
Septage & Grease Services	1,653,000	1,179,438	1,651,000	1,641,442	1,345,010
Set Up Fees	80,000	79,140	88,000	72,770	88,880
Penalties	220,000	220,940	200,000	266,198	202,000
Miscellaneous Income	155,000	127,274	417,423	236,314	126,250
Total Operating Revenues	20,334,474	20,154,448	20,961,723	21,472,345	23,236,876
<b>OPERATING EXPENSES</b>					
Utility Billing	1,007,536	985,837	990,148	941,711	1,136,779
Utility Administration	734,907	574,064	752,708	680,401	1,177,976
Water Treatment Plant	1,674,081	1,637,205	1,945,921	1,787,426	2,456,119
Water Distribution	1,786,179	1,637,738	1,900,627	1,769,731	2,142,378
Waste Water Treatment	5,523,613	4,996,646	6,111,735	5,210,232	7,046,777
Waste Water Collection	1,902,171	1,571,359	2,015,088	1,613,935	2,298,797
Septage & Grease Facility	769,664	571,867	806,197	714,347	880,205
Non-Departmental and Support	2,356,251	2,134,138	2,312,164	2,305,458	2,312,325
Capital Outlay	-	-	-	-	2,128,085
Depreciation	-	6,035,123	-	6,343,799	-
Total Operating Expenses	15,754,402	20,143,977	16,834,588	21,367,041	21,579,441
Operating Income (Loss)	4,580,072	10,471	4,127,135	105,304	1,657,435
<b>NON-OPERATING REVENUES (EXPENSES)</b>					
Issuance of Debt	-	-	-	-	-
Grant Revenue	-	-	-	1,968	-
Interest Income	10,000	245,052	55,000	562,914	300,000
Transfer In from Reserves/Fund Balance	-	-	-	-	2,421,135
Gains from Sale of Capital Assets	35,000	41,271	-	10,650	-
Debt Service	(5,364,704)	(1,048,467)	(5,419,135)	(6,089,078)	(5,415,940)
Debt Service Transfer In	-	-	-	4,722,759	-
Total Non-Operating Revenues (Expenses)	(5,319,704)	(762,144)	(5,364,135)	(790,787)	(2,694,805)
Income (Loss) Before Contributions	(739,632)	(751,673)	(1,237,000)	(685,484)	(1,037,370)
<b>CAPACITY CONTRIBUTIONS</b>					
Capacity Charges and Other Capital Contributions	739,632	1,139,847	1,237,000	1,092,721	1,037,370
Excess (Deficiency) of Revenue Over Expenses and Other Sources and (Uses)	-	388,174	-	407,237	-
<b>Fund Balances, Beginning of Year</b>		96,878,076	97,266,250	97,266,250	97,594,910
<b>Use of Reserves</b>		-	(292,423)	(78,577)	(2,421,135)
<b>Fund Balances, End of Year</b>		97,266,250	96,973,827	97,594,910	95,173,775

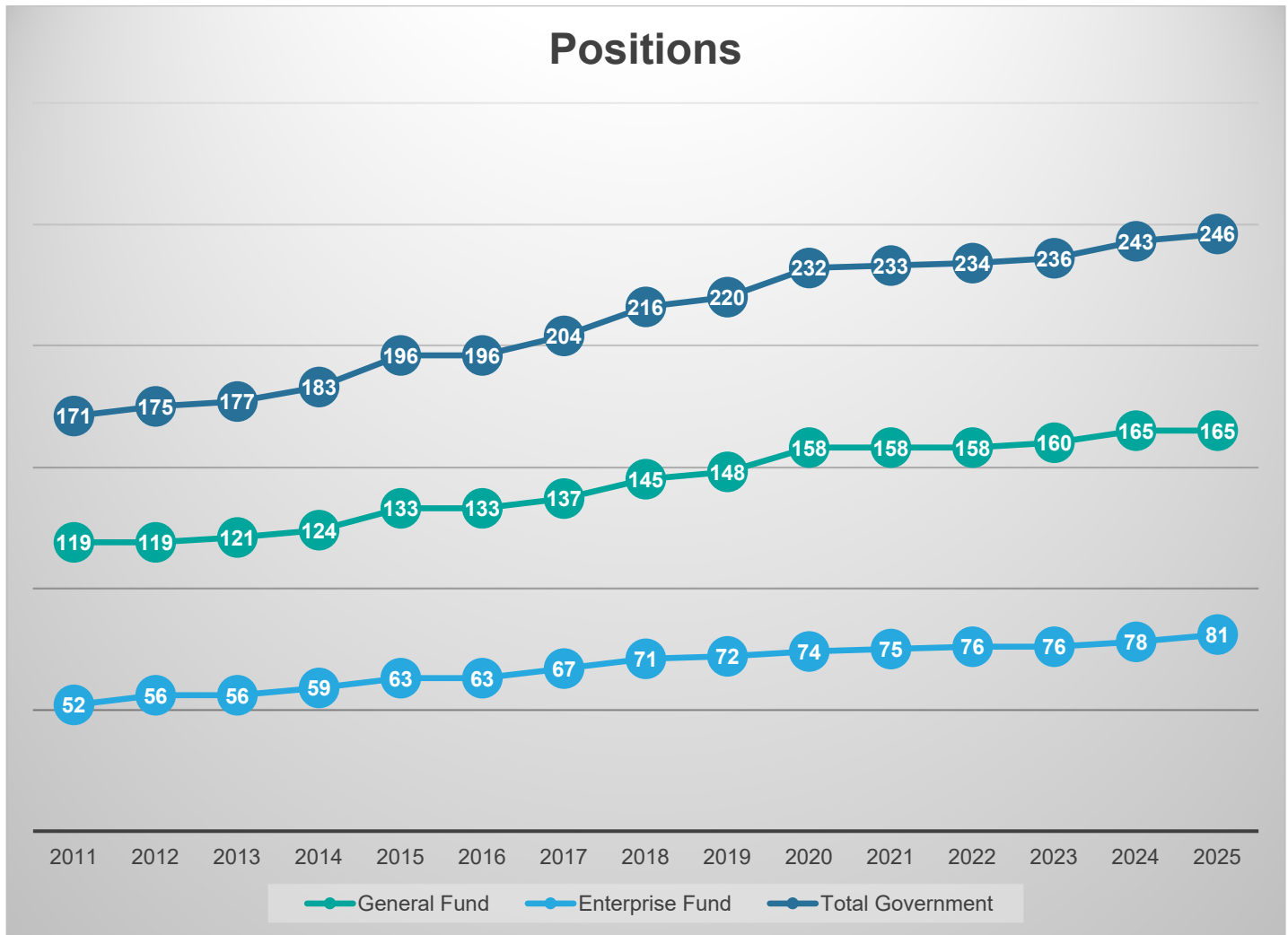
## POSITIONS

The City of Cayce added three positions in Fiscal Year 2025: one (1) Meter Technician position in the Utility Billing Department, one (1) Operator Trainee at the Water Treatment Plant, and one (1) Operator position at the Wastewater Treatment Plant. No additional positions were approved for the General Fund.

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b><u>General Fund</u></b>										
General Government:										
Legislative	5	5	5	5	5	5	5	5	5	5
Administrative	6	6	6	6	7	7	7	8	8	8
Recorder's Court	2	2	2	2	2	2	2	2	2	2
Information Technology	1	1	1	1	2	2	2	2	3	3
Finance	3	3	3	3	3	3	3	3	3	3
Police Department:										
Animal Services	1	1	1	1	1	1	1	0	0	0
Dispatchers	5	5	6	6	6	6	6	6	6	6
Administration	4	4	4	7	7	7	7	9	10	10
Detectives	8	8	9	8	8	8	8	8	10	10
Traffic/Victim Advocate	39	37	43	42	44	44	44	37	34	34
Parks	4	4	4	4	4	4	4	5	5	5
School Resource Officers								6	8	8
Fire Department	15	16	16	19	22	22	22	23	24	24
Planning and Development	5	7	7	7	7	7	7	6	7	7
Public Works:										
Public Buildings	1	1	1	1	1	1	1	1	1	1
Sanitation	15	17	17	17	18	18	18	18	18	18
Garage	5	5	5	5	5	5	5	5	5	5
Parks and Other:										
Museum	2	3	3	2	2	2	2	2	2	2
Parks	12	12	12	12	14	14	14	14	14	14
Subtotals	133	137	145	148	158	158	158	160	165	165
<b><u>Water and Sewer Utility Fund</u></b>										
Administrative	4	4	5	5	5	5	5	5	5	5
Water Billing *	8	9	9	9	9	9	10	10	10	11
Water Treatment Plant	10	10	10	10	10	10	10	10	11	12
Water Distribution	13	13	13	13	14	15	15	15	15	15
Sewer Collection	13	14	15	15	16	16	16	16	16	16
Wastewater Treatment Plant	12	13	14	15	16	16	16	16	17	18
Septage & Grease Facility **	3	4	5	5	4	4	4	4	4	4
Subtotals	63	67	71	72	74	75	76	76	78	81
Total	<u>196</u>	<u>204</u>	<u>216</u>	<u>220</u>	<u>232</u>	<u>233</u>	<u>234</u>	<u>236</u>	<u>243</u>	<u>246</u>



## POSITIONS



As shown in the chart above, the City of Cayce shows a trend of growth in personnel, which is directly correlated with the growth of demand on City services. In 2011, there were 119 positions in the General Fund and 52 positions in the Enterprise Fund. The total employment for the City in Fiscal Year 2011 was 171.

The total number of positions in the City's General Fund for Fiscal Year 2025 is 165 and the total number of positions in the City's Enterprise Fund for Fiscal Year 2025 is 81. Total employment for the City of Cayce in FY 2025 is 246 full-time positions.





## FUND STRUCTURE

### General Fund:

Council

Administration

Municipal Court

Legal

Information Technology

Community Relations

Finance

Tax Collection

Public Buildings

Police

Fire

Street Lighting

Sanitation

Planning & Development

Museum

City Events

Parks/Grounds Maintenance

Garage/Fleet Maintenance

Non-Departmental:

Debt Service

Retiree OPEB

Capital Projects

City of Cayce, South Carolina  
**Revenues, Expenditures and Other Sources and Uses (Summary)**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

<b>OPERATING REVENUE</b>	<b>FY 2025</b>
Property Taxes	\$ 5,421,656
Business Licenses	2,300,000
Franchise Fees	2,750,000
Permits and Fees	172,000
Fines and Forfeitures	204,000
Rental Income	1,500
Other Governments	617,500
Program Revenue	1,912,000
Miscellaneous Income	150,000
Grant Revenue	731,987
Total Operating Revenues	<u>14,260,643</u>
<b>OTHER SOURCES AND NON-OPERATING REVENUE</b>	
Interest Income	170,000
Transfer In - Hospitality Tax	1,270,000
Transfer in - State Accommodations Tax	50,645
Transfer in - Local Accommodations Tax	275,000
Transfer In - Use of Reserves	-
Transfer In - Use of Fund Balance	230,000
Transfer In - Utilities Indirect Cost	2,150,000
Other Financing Sources	-
Total Other Sources and Non-Operating Revenue	<u>4,145,645</u>
Total Operating Revenues and Other Sources and Non-Operating Revenue	<u><b>18,406,288</b></u>
<b>OPERATING EXPENDITURES</b>	
City Council	150,877
Administration	1,268,339
Court	281,241
Legal	156,500
Information Technology	439,718
Community Relations	184,650
Finance & Tax Collection	463,845
Public Buildings & Street Lighting	505,463
Police Departments	7,922,362
Fire Department	2,253,757
Sanitation	1,446,585
Planning & Development	756,292
Museum	186,975
Parks/Grounds Maintenance	1,090,327
City Events	145,250
Garage	469,157
Total Operating Expenditures	<u>17,721,338</u>
<b>OTHER USES AND NON-OPERATING EXPENDITURES</b>	
Other Financing Uses- Capital Outlay	-
Transfer Out - Capital Projects	150,000
Transfer Out - Debt Service	444,950
Transfer Out - Retiree OPEB	90,000
Total Other Uses and Non-Operating Expenditures	<u>684,950</u>
Total Operating Expenditures and Other Uses and Non-Operating Expenditures	<u><b>18,406,288</b></u>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	<u><u>\$ -</u></u>

City of Cayce, South Carolina  
Revenues, Expenditures and Other Sources and Uses (3 Year Summary)



Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)

OPERATING REVENUE	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
Property Taxes	\$ 4,026,700	\$ 4,315,500	\$ 4,950,805	\$ 5,421,656	\$ 470,851
Business Licenses	2,291,000	2,269,500	2,361,450	2,300,000	(61,450)
Franchise Fees	2,660,448	2,700,000	2,750,000	2,750,000	-
Permits and Fees	118,400	130,015	215,818	172,000	(43,818)
Fines and Forfeitures	135,100	185,000	200,000	204,000	4,000
Rental Income	500	800	1,500	1,500	-
Other Governments	342,000	410,000	581,500	617,500	36,000
Program Revenue	1,627,600	1,968,000	1,961,000	1,912,000	(49,000)
Miscellaneous Income	324,000	165,250	62,500	150,000	87,500
Grant Revenue	160,000	280,000	2,224,727	731,987	(1,492,740)
<b>Total Operating Revenues</b>	<b>11,685,748</b>	<b>12,424,065</b>	<b>15,309,300</b>	<b>14,260,643</b>	<b>(1,048,657)</b>
<b>OTHER SOURCES AND NON-OPERATING REVENUE</b>					
Interest Income	5,000	5,000	27,000	170,000	143,000
Transfer In - Hospitality Tax	894,195	1,150,000	1,270,000	1,270,000	-
Transfer in - State Accommodations Tax	41,000	40,000	57,916	50,645	(7,271)
Transfer in - Local Accommodations Tax	172,000	235,000	250,000	275,000	25,000
Transfer In - Use of Reserves	-	-	52,500	-	(52,500)
Transfer In - Use of Fund Balance	-	-	115,000	230,000	115,000
Transfer In - Utilities Indirect Cost	2,100,000	2,200,000	2,150,000	2,150,000	-
Other Financing Sources	429,034	488,000	500,000	-	(500,000)
<b>Total Other Sources and Non-Operating Revenue</b>	<b>3,641,229</b>	<b>4,118,000</b>	<b>4,422,416</b>	<b>4,145,645</b>	<b>(276,771)</b>
<b>Total Operating Revenues and Other Sources and Non-Operating Revenue</b>	<b>15,326,977</b>	<b>16,542,065</b>	<b>19,731,716</b>	<b>18,406,288</b>	<b>(1,325,428)</b>
<b>OPERATING EXPENDITURES</b>					
City Council	151,622	148,109	148,283	150,877	2,594
Administration	899,326	1,112,505	1,224,862	1,268,339	43,477
Court	248,390	271,546	286,019	281,241	(4,778)
Legal	96,075	156,825	156,825	156,500	(325)
Information Technology	369,037	350,831	421,186	439,718	18,532
Community Relations	152,850	153,725	140,150	184,650	44,500
Finance & Tax Collection	345,099	385,275	438,524	463,845	25,321
Public Buildings & Street Lighting	483,567	486,678	498,934	505,463	6,529
Police Departments	6,447,004	6,855,478	8,282,705	7,922,362	(360,343)
Fire Department	1,751,557	1,963,472	2,681,429	2,253,757	(427,672)
Sanitation	1,249,971	1,292,279	1,380,745	1,446,585	65,840
Planning & Development	717,629	597,479	730,474	756,292	25,818
Museum	154,642	155,647	180,843	186,975	6,132
Parks/Grounds Maintenance	949,054	944,527	1,001,927	1,090,327	88,400
City Events	-	100,000	100,000	145,250	45,250
Garage	463,940	442,630	488,183	469,157	(19,026)
<b>Total Operating Expenditures</b>	<b>14,479,763</b>	<b>15,417,006</b>	<b>18,161,089</b>	<b>17,721,338</b>	<b>(439,751)</b>
<b>OTHER USES AND NON-OPERATING EXPENDITURES</b>					
Other Financing Uses	429,034	488,000	500,000	-	(500,000)
Transfer Out - Capital Projects	-	-	505,707	150,000	(355,707)
Transfer Out - Debt Service	341,180	560,059	484,920	444,950	(39,970)
Transfer Out - Retiree OPEB	77,000	77,000	80,000	90,000	10,000
<b>Total Other Uses and Non-Operating Expenditures</b>	<b>847,214</b>	<b>1,125,059</b>	<b>1,570,627</b>	<b>684,950</b>	<b>(885,677)</b>
<b>Total Operating Expenditures and Other Uses and Non-Operating Expenditures</b>	<b>15,326,977</b>	<b>16,542,065</b>	<b>19,731,716</b>	<b>18,406,288</b>	<b>(1,325,428)</b>
<b>Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City of Cayce, South Carolina  
Revenues and Other Sources (3 Year Summary)



Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)

OPERATING REVENUE	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
Property Taxes	\$	4,026,700	\$	4,315,500	\$	4,950,805	\$	5,421,656	\$	470,851
Business Licenses		2,291,000		2,269,500		2,361,450		2,300,000		(61,450)
Franchise Fees		2,660,448		2,700,000		2,750,000		2,750,000		-
Permits and Fees		118,400		130,015		215,818		172,000		(43,818)
Fines and Forfeitures		135,100		185,000		200,000		204,000		4,000
Rental Income		500		800		1,500		1,500		-
Other Governments		342,000		410,000		581,500		617,500		36,000
Program Revenue		1,627,600		1,968,000		1,961,000		1,912,000		(49,000)
Miscellaneous Income		324,000		165,250		62,500		150,000		87,500
Grant Revenue		160,000		280,000		2,224,727		731,987		(1,492,740)
Total Operating Revenues		11,685,748		12,424,065		15,309,300		14,260,643		(1,048,657)
<b>NON-OPERATING SOURCES</b>										
Interest Income		5,000		5,000		27,000		170,000		143,000
Transfer In - Hospitality Tax		894,195		1,150,000		1,270,000		1,270,000		-
Transfer in - State Accommodations Tax		41,000		40,000		57,916		50,645		(7,271)
Transfer in - Local Accommodations Tax		172,000		235,000		250,000		275,000		25,000
Transfer In - Use of Reserves		-		-		52,500		-		(52,500)
Transfer In - Use of Fund Balance		-		-		115,000		230,000		115,000
Transfer In - Utilities Indirect Cost		2,100,000		2,200,000		2,150,000		2,150,000		-
Other Financing Sources		429,034		488,000		500,000		-		(500,000)
Total Non-Operating Sources		3,641,229		4,118,000		4,422,416		4,145,645		(276,771)
Grand Total Operating Revenues and Other Non-Operating Sources	\$	15,326,977	\$	16,542,065	\$	19,731,716	\$	18,406,288	\$	(1,325,428)

City of Cayce, South Carolina  
Expenditures and Other Uses (3 Year Summary)



Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)

OPERATING EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
City Council	151,622	148,109	148,283	150,877	2,594
Administration	899,326	1,112,505	1,224,862	1,268,339	43,477
Court	248,390	271,546	286,019	281,241	(4,778)
Legal	96,075	156,825	156,825	156,500	(325)
Information Technology	369,037	350,831	421,186	439,718	18,532
Community Relations	152,850	153,725	140,150	184,650	44,500
Finance & Tax Collection	345,099	385,275	438,524	463,845	25,321
Public Buildings & Street Lighting	483,567	486,678	498,934	505,463	6,529
Police Departments	6,447,004	6,855,478	8,282,705	7,922,362	(360,343)
Fire Department	1,751,557	1,963,472	2,681,429	2,253,757	(427,672)
Sanitation	1,249,971	1,292,279	1,380,745	1,446,585	65,840
Planning & Development	717,629	597,479	730,474	756,292	25,818
Museum	154,642	155,647	180,843	186,975	6,132
Parks/Grounds Maintenance	949,054	944,527	1,001,927	1,090,327	88,400
City Events	-	100,000	100,000	145,250	45,250
Garage	463,940	442,630	488,183	469,157	(19,026)
Total Operating Expenditures	14,479,763	15,417,006	18,161,089	17,721,338	(439,751)
<b>NON-OPERATING USES</b>					
Other Financing Uses	429,034	488,000	500,000	-	(500,000)
Transfer Out - Capital Projects	-	-	505,707	150,000	(355,707)
Transfer Out - Debt Service	341,180	560,059	484,920	444,950	(39,970)
Transfer Out - Retiree OPEB	77,000	77,000	80,000	90,000	10,000
Total Non-Operating Uses	847,214	1,125,059	1,570,627	684,950	(885,677)
Grand Total Operating Expenditures and Other Non-Operating Uses	\$ 15,326,977	\$ 16,542,065	\$ 19,731,716	\$ 18,406,288	\$ (1,325,428)



# OBJECTIVES AND PERFORMANCE MEASURES

## OVERVIEW

The City of Cayce's departments work diligently to develop key objectives that are Specific, Measurable, Achievable, and Time-bound (SMART). The only direction given to departments was to develop the objectives based on their own assumptions and departmental constraints, to reinforce strengths, mitigate weaknesses, seize opportunities, protect against threats, and adhere to Council's goals and objectives as set forth by the Comprehensive Plan (CP). The following pages reflect the objectives and performance measures set forth by individual departments in their strategic planning for upcoming years. The numbers next to each performance measure indicates the relationship to specific goals.

## DEPARTMENTAL GOALS AND OBJECTIVES

### Goal 1: Provide quality customer service with operational efficiency

1

#### Objective: Recruitment and Retention

Employees are an integral resource to providing quality customer service. It is important to develop and maintain recruitment and retention programs to ensure an operationally efficient workforce.

#### Objective: Training and Career Growth

Implementing new and exciting training programs help ensure continued career growth for employees, while also ensure adequate continuity the City needs to provide quality customer service.

#### Objective: Communication

Providing services and/or programs that improve internal and external communications will help build the confidence and transparency necessary to enhance customer service and efficiency.

### Goal 2: Strive for a safe and clean community

2

#### Objective: Give back to the community

It's important to remain proactive with the community and promote various efforts to keep the City clean, safe, informed, and considered through community engagement events.

#### Objective: Prioritize Maintenance Projects

It's important to provide proper street maintenance, drainage improvements, and parks upkeep/improvements since failure to do so can result in major nuisances for citizens.

#### Objective: Proactive Police and Fire Education

Citizen education is an integral part of any successful Police or Fire Department. Using educational awareness and proactive policing initiatives teaches citizens and allows the City to promote awareness.



# OBJECTIVES AND PERFORMANCE MEASURES

## DEPARTMENTAL GOALS AND OBJECTIVES

### Goal 3: Engage the community through effective communication

3

#### Object: Citizen Engagement

Often, citizens may feel segregated from the inner workings of their City. Implementing new and innovative ways to engage with the community will promote transparency, while also providing a voice to citizens.

#### Objective: Networking and Partnerships

Strengthening external partnerships and networking with outside organizations can allow the City to better leverage every penny for projects and maintenance by seeking partnerships with business, organizations, other municipalities and State agencies.

#### Objective: Leverage technology to improve communications

Technological advances have made it possible to engage more today than was ever possible. By considering new technological solutions for improving internal and external communications, the City can foster resiliency and trust through engagement, community support, and transparency.

### Goal 4: Maintain and ensure strong financial management

4

#### Objective: Review and Update Financial Policies

Ensuring all policies and procedures are reviewed annually ensures that sound financial practices are followed across all departments of the City. Any revisions to policies need to be effectively communicated with any relevant stakeholders.

#### Objective: Financial Transparency

Keeping the citizens informed throughout the budget process and financial statement preparation is imperative to gaining public trust. By increasing public engagement in financial decisions, citizens can gain understanding on City initiatives.

#### Objective: Finance and Information Technology Audits

Financial audits that result in unqualified opinions ensure public trust. Information Technology audits are just as important since performing an IT analysis can result in cost savings by combining services, negotiating prices on current services, and eliminating unnecessary or redundant expenses.

# CITY COUNCIL

## OVERVIEW

The City of Cayce operates under a council-manager form of government and is made up of a mayor and four council members. Council members serve four-year staggered terms, with two council members elected every two years. The mayor is elected to serve a four-year term. Council meetings are generally held at 6:00 p.m. on the first Tuesday and 5:00 p.m. on the third Wednesday of each month at Cayce City Hall.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Continue to provide excellent city services for citizens and customers (CP Goal 6)
- Continue to encourage smart, viable and financially producing growth of the city's commercial corridors – 12th Street Extension Continued Revitalization (CP Goal 4)
- Upgrades and expansion of city parks and recreational areas to promote healthy and active lifestyles for residents and visitors – Granby Park Inclusivity Project (CP Goal 3)
- Identify funding opportunities for the completion of desired projects, development, redevelopment, heritage preservation, and revitalization:
  - EPA Brownsfield Assessment Grant - \$500,000 – promote vitality through expansion, redevelopment, or reuse of properties to aid in local job growth and environmental protection (CP Goal 2 and 5)
  - PRT Riverwalk Park Wayfinding - \$123,985 – promote Cayce's recreational facilities through increased tourism (CP Goal 3)
  - PRT 12,000 Year Park Visitors Center - \$1,000,000 – Support commercial corridor revitalization, promote Cayce as a regional tourism destination, and create recreational opportunities (CP Goals 3 and 4)
- Continue to negotiate solutions with partner agencies and organizations to meet the needs of citizens where responsibility for issues is not within the city's authority (i.e. Stormwater Drainage Issues) (CP Goal 6)
- Seek opportunities to bolster increased esthetics of major regional gateways – Airport Blvd. Regional Gateway Project partnership (CP Goal 4)
- Continued support for the growth of local businesses – Façade Grant (CP Goal 4)
- Promote the preservation and protection of Cayce's heritage partnerships with committees, local leaders, and organizations through education and awareness – City Museum, The River Alliance, 12,000 Year History Park tours (CP Goal 5)
- Seek additional opportunities to enhance and support the growing arts community – Art District (CP Goal 5)

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of staff per 1,000 population	1 11.50	11.72	12.08	12.10
Number of Budget Work Sessions Held	1 2	2	4	4
Avg Viewers on Streamed Council Meetings	1 0	0	167.91	200

## City of Cayce, South Carolina

## Department: Legislative

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 79,500	\$ 79,500	\$ 79,500	\$ 79,500	\$ -
Overtime	-	-	-	-	-
FICA Expense	6,082	6,082	6,082	6,082	-
SC Retirement Expense	13,567	14,362	15,157	15,198	41
Medical Insurance	11,151	12,062	13,108	14,168	1,060
Workers Compensation Insurance	4,822	3,003	2,436	2,079	(357)
Unemployment	-	-	-	-	-
Total Salaries & Fringes	115,122	115,009	116,283	117,027	744
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	1,000	1,300	2,200	2,600	400
Postage Expense	300	500	500	250	(250)
Dues & Memberships	3,000	3,000	3,000	3,000	-
Travel Expense	13,000	13,000	13,000	13,000	-
Phone Expense	2,000	2,000	-	-	-
Advertising Expense	2,400	2,000	2,000	2,000	-
Employee Appreciation Expense	6,000	6,000	6,000	7,500	1,500
Employee Training Expense	3,800	3,800	3,800	4,000	200
City Election Expense	2,000	-	-	-	-
Other Operating Expenses	3,000	1,500	1,500	1,500	-
Total Operating Expenditures	36,500	33,100	32,000	33,850	1,850
Total Expenditures	151,622	148,109	148,283	150,877	2,594
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 151,622	\$ 148,109	\$ 148,283	\$ 150,877	\$ 2,594

# CITY ADMINISTRATION

## OVERVIEW

The City Manager's office provides professional leadership and direction in the administration and execution of all policies established by Council and supervises City Departments to ensure high quality community services. The functions of the City Manager's office are to guide each department in improving the City's quality of life. Daily functions include working with City Council to develop solutions and programs to address city needs and issues, overseeing the initiatives and goals of City Departments, and ensuring each department is operating in the most efficient and productive manner, which best utilizes resources funded by the taxpayers.

In addition to these functions, other areas of responsibilities under the City Manager's office include all human resources and legal activities for the City, all marketing and public relations efforts, and support for City Council.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Begin development of planning and studies relevant to expansion of city hall and reassess bond capacity for future projects (CP Goal 6)
- Completion of the updated Employee Handbook
- Review and assess ways to increase employee retention with a focus on benefit packages, leave policies, and overall employee health and wellness.
- Reassess true cost of services in today's economy, concentrating on supply chain delays, inflated costs of goods and services, and interest rates on borrowing.
- Explore revisions to long range capital planning given rising costs, with an emphasis on major utility infrastructure upgrades. Focus will be placed on redefining costs of utility capital needs to ensure adequate financial resources and utilizing a proactive model approach.
- Evaluate additional long-term capital technology needs in an ever-evolving cyber environment. Priorities will be placed on ensuring the continuity of current critical infrastructure, as well preparedness in adapting to changing technologies.
- Kick start the review and rewrite of the land development code to ensure the continuing of best practices.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Percent of Vacant Positions	1 7.6%	7.5%	7.3%	6.5%
Percentage of G.O. Legal Debt Limit Utilized	4 0%	0%	0%	0%
Number of City Foundations	3 2	2	2	3

## City of Cayce, South Carolina

## Department: Administration

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 619,293	\$ 765,443	\$ 827,997	\$ 880,480	\$ 52,483
Overtime	-	-	-	-	-
FICA Expense	46,223	57,435	63,342	66,404	3,062
SC Retirement Expense	98,174	129,355	150,782	158,071	7,289
Medical Insurance	61,429	73,152	70,971	74,565	3,594
Workers Compensation Insurance	6,857	8,520	7,550	9,559	2,009
General Insurance	3,600	3,600	5,000	6,750	1,750
Total Salaries & Fringes	835,576	1,037,505	1,125,642	1,195,829	70,187
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	6,000	6,000	6,750	7,000	250
Postage Expense	1,000	1,000	1,000	1,500	500
Dues & Memberships	5,100	5,600	12,020	9,100	(2,920)
Travel Expense	13,850	16,000	18,000	18,000	-
Auto Operating Expense	1,600	3,000	1,000	1,700	700
Phone Expense	6,000	6,500	6,800	6,960	160
Service Contracts	7,000	13,000	10,100	5,800	(4,300)
Safety Programs & Supplies	2,700	2,700	2,000	500	(1,500)
Professional Services-H/R	3,300	4,000	6,050	4,950	(1,100)
Professional Services-Wellness	1,000	1,000	1,000	-	(1,000)
Advertising/Employment Expense	1,000	1,500	1,500	750	(750)
Vehicle Insurance	2,700	2,700	3,500	2,500	(1,000)
Employee Appreciation Expense	-	2,000	2,500	6,000	3,500
Employee Training Expense	6,500	7,000	7,000	7,000	-
Other Operating Expense	6,000	-	-	750	750
Non-Capital Equipment	-	-	-	-	-
Capital Machines & Equipment	-	3,000	20,000	-	(20,000)
Total Operating Expenditures	63,750	75,000	99,220	72,510	(26,710)
Total Expenditures	899,326	1,112,505	1,224,862	1,268,339	43,477
Capital Outlay	-	-	53,000	-	(53,000)
Total Expenditures & Capital Outlay	\$ 899,326	\$ 1,112,505	\$ 1,277,862	\$ 1,268,339	\$ (9,523)

## City of Cayce, South Carolina

## Department: Legal

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
Total Salaries & Fringes	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	75	75	75	-	(75)
Postage Expense	500	250	250	-	(250)
Professional Services - Attorney	65,000	110,000	110,000	110,000	-
Professional Services - Prosecutor	15,000	28,000	28,000	28,000	-
Professional Services - Public Defender	13,000	16,000	16,000	16,000	-
City Code Codification	2,500	2,500	2,500	2,500	-
Total Operating Expenditures	96,075	156,825	156,825	156,500	(325)
Total Expenditures	96,075	156,825	156,825	156,500	(325)
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 96,075	\$ 156,825	\$ 156,825	\$ 156,500	(325)

City of Cayce, South Carolina  
**Department: Community Relations**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENDITURES</b>					
Central Midlands COG	9,700	10,575	11,200	12,000	800
Municipal Association	5,500	5,500	5,800	5,500	(300)
Lexington County Municipal Assoc.	500	500	500	-	(500)
Public Relations Consultant	30,000	30,000	30,000	39,000	9,000
River Alliance	10,000	10,000	10,000	15,000	5,000
Employee Christmas Party	5,000	5,000	5,000	-	(5,000)
CMRTA Contribution	43,500	43,500	38,500	38,500	-
Community Programs	25,000	25,000	15,000	46,000	31,000
Cayce Drop-In	7,000	7,000	7,500	12,000	4,500
City Newsletter	16,650	16,650	16,650	16,650	-
<b>Total Operating Expenditures</b>	<b>152,850</b>	<b>153,725</b>	<b>140,150</b>	<b>184,650</b>	<b>44,500</b>
<b>Total Expenditures</b>	<b>152,850</b>	<b>153,725</b>	<b>140,150</b>	<b>184,650</b>	<b>44,500</b>
Capital Outlay	-	-	-	-	-
<b>Total Expenditures &amp; Capital Outlay</b>	<b>\$ 152,850</b>	<b>\$ 153,725</b>	<b>\$ 140,150</b>	<b>\$ 184,650</b>	<b>\$ 44,500</b>

City of Cayce, South Carolina

Department: Public Buildings

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
SALARIES & FRINGES										
Salaries	\$	36,488	\$	40,906	\$	46,316	\$	51,490	\$	5,174
Overtime		1,000		-		500		750		250
FICA Expense		2,718		3,048		3,628		3,896		268
SC Retirement Expense		5,774		6,865		8,438		9,278		840
Medical Insurance		6,338		6,810		6,977		7,199		222
Workers Compensation Insurance		3,999		3,899		3,678		3,450		(228)
General Insurance		1,200		1,200		1,400		1,750		350
Total Salaries & Fringes		57,517		62,728		70,937		77,813		6,876
OPERATING EXPENDITURES										
Printing/Office Supplies		-		-		-		-		-
Vehicle Expense		500		500		100		100		-
Electric & Gas Expense		25,000		25,000		23,000		23,000		-
Travel Expense		-		-		-		-		-
Phone Expense		500		550		550		550		-
Service Contracts		10,000		9,700		6,950		6,950		-
Equipment Repair		3,000		3,000		3,000		2,500		(500)
Building Repair		4,000		4,000		3,000		3,000		-
Paint/Electrical Supplies		1,000		650		1,150		1,300		150
Uniform Expense		350		350		350		350		-
Janitorial Supplies		4,200		4,200		6,500		6,500		-
Vehicle Insurance		900		900		1,000		1,000		-
Other Operating Expense		100		100		2,397		2,400		3
Non-Capital Equipment		1,500		-		-		-		-
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		51,050		48,950		47,997		47,650		(347)
Total Expenditures		108,567		111,678		118,934		125,463		6,529
Capital Outlay		-		-		-		-		-
Total Expenditures & Capital Outlay	\$	108,567	\$	111,678	\$	118,934	\$	125,463	\$	6,529



City of Cayce, South Carolina  
**Department: City Events**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
Total Salaries & Fringes	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Christmas in Cayce	-	40,000	40,000	40,000	-
Soiree on State	-	60,000	60,000	65,000	5,000
Cayce Fall Fest	-	-	-	35,000	35,000
Museum Colonial Fair	-	-	-	1,000	1,000
Museum Christmas Traditions	-	-	-	4,250	4,250
Total Operating Expenditures	-	100,000	100,000	145,250	45,250
Total Expenditures	-	100,000	100,000	145,250	45,250
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ -	\$ 100,000	\$ 100,000	\$ 145,250	\$ 45,250

## City of Cayce, South Carolina

## Department: Street Lighting

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
Total Salaries & Fringes	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Electric & Gas Expense	375,000	375,000	380,000	380,000	-
Total Operating Expenditures	375,000	375,000	380,000	380,000	-
Total Expenditures	375,000	375,000	380,000	380,000	-
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 375,000	\$ 375,000	\$ 380,000	\$ 380,000	-

# MUNICIPAL COURT

## OVERVIEW

The Municipal Court is responsible for the management and proper administration of all facets of the City's Municipal Court operations in support of the City's Municipal Judges. The Municipal Court Judges and staff ensure citizens and users of the court received efficient, fair, and impartial justice, regardless of individual circumstances and background, in order to protect each citizen's right to due process under the laws of our country, state, and municipality.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Continue to keep backlog of cases at a minimum and ensure timely delivery of justice by exploring innovative and sustainable strategies for effective case management.
- Ensure courtroom safety by utilizing best practices as recommended by Court Administration and other public safety organizations.
- Continue to improve efficiency of courtroom operations actively reviewing new practices, trainings, and technology enhancements.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Citations Issued	2 3,982	4,757	2,974	3,900
Number of Citations Disposed	2 4,631	5,788	3,394	4,600
Number of Bench Warrants Issued	2 65	73	46	N/A

## City of Cayce, South Carolina

## Department: Court

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 142,147	\$ 153,118	\$ 162,502	\$ 169,151	\$ 6,649
Overtime	500	500	500	500	-
FICA Expense	10,649	11,193	12,087	12,745	658
SC Retirement Expense	22,783	25,387	28,950	30,516	1,566
Medical Insurance	26,277	28,491	27,847	14,950	(12,897)
Workers Compensation Insurance	554	507	443	399	(44)
General Insurance	2,060	2,060	2,400	1,750	(650)
Total Salaries & Fringes	204,970	221,256	234,729	230,011	(4,718)
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	5,000	5,000	3,000	3,000	-
Juror Compensation	4,000	4,000	1,700	2,000	-
Postage Expense	8,000	6,000	5,000	3,000	(2,000)
Dues & Memberships	670	940	940	790	(150)
Travel Expense	4,000	6,000	5,000	5,000	-
Auto Operating Expense	-	-	-	-	-
Phone Expense	2,500	2,500	1,400	1,940	540
Service Contracts	250	450	10,450	12,450	2,000
Safety Programs & Supplies	-	-	-	-	-
Contract - Magistrate	15,500	15,500	15,500	15,500	-
Contract - Audit	-	-	5,000	5,000	-
Advertising/Employment Expense	-	-	-	-	-
Vehicle Insurance	-	-	-	-	-
Employee Appreciation Expense	-	-	-	-	-
Employee Training Expense	2,000	4,000	1,800	1,800	-
Other Operating Expense	1,500	3,500	1,500	750	(750)
Non-Capital Equipment	-	2,400	-	-	-
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	43,420	50,290	51,290	51,230	(360)
Total Expenditures	248,390	271,546	286,019	281,241	(5,078)
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 248,390	\$ 271,546	\$ 286,019	\$ 281,241	\$ (5,078)

# INFORMATION TECHNOLOGY

## OVERVIEW

The City's Information Technology Department is responsible for the continuity of all government operations in the City. This includes governance of the City's technological systems, maintenance of the infrastructure and functionality of the systems overall, and ensuring compliance with all municipal, state, and federal quality standards. The department is also responsible for the accurate tracking and replacement of all IT assets. Additional duties include assisting users with computer and software issues, performing software updates, renewing licenses and other legal documents, assess potential internal and external threats to the City's technology infrastructure, and overseeing data storage.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Complete the City's multi-year Network Upgrade Project.
- Research and implement a Multi-Factor Authentication policy for the City.
- Implement Managed Detection and Response (MDR) to perform proactive threat hunting, monitoring, and response for an increased cyber resiliency.
- Assess current staffing levels to ensure adequate technology coverages for all areas.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Use of Multi-Factor Authentication for City Security	4	No	No	No	Yes
Use of Managed Detection and Response (MDR)	4	No	No	No	Yes
Use of Automated Device Management	4	No	No	Yes	Yes

City of Cayce, South Carolina  
**Department: Information Technology**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	152,268	\$	185,442	\$	216,856	\$	229,279	\$	12,423
Overtime		-		-		-		-		-
FICA Expense		11,648		12,000		16,589		17,131		542
SC Retirement Expense		24,741		27,470		40,248		40,463		215
Medical Insurance		6,338		13,620		20,931		22,425		1,494
Workers Compensation Insurance		3,264		2,913		3,296		2,867		(429)
General Insurance		1,100		1,100		2,000		2,150		150
Total Salaries & Fringes		199,359		242,545		299,920		314,315		14,395
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		1,500		1,000		1,000		1,000		-
Postage Expense		-		-		-		-		-
Dues & Memberships		1,250		1,300		1,300		1,300		-
Travel Expense		2,850		2,850		2,850		2,750		(100)
Auto Operating Expense		2,000		3,000		2,000		2,000		-
Phone Expense		2,753		2,753		2,753		2,753		-
Service Contracts		9,633		15,673		15,673		16,800		1,127
Equipment Repair		2,500		2,500		2,500		4,200		1,700
Software/Licenses		54,430		60,810		70,790		78,700		7,910
Employee Training Expense		5,000		5,000		5,000		5,000		-
Professional Service - Technical Assistance		5,000		10,000		5,000		7,500		2,500
Professional Service - Website		2,400		2,400		2,400		2,400		-
Other Operating Expense		1,500		1,000		-		1,000		1,000
Network Redesign		-		-		-		-		-
Non-Capital Equipment		43,862		-		10,000		-		(10,000)
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		134,678		108,286		121,266		125,403		4,137
Total Expenditures		334,037		350,831		421,186		439,718		18,532
Capital Outlay		35,000		-		30,000		-		(30,000)
Total Expenditures & Capital Outlay	\$	369,037	\$	350,831	\$	451,186	\$	439,718	\$	(11,468)

# FINANCE

## OVERVIEW

The City's Finance Department is responsible for the accurate and timely accounting of all financial data for the City. The department works closely with all levels of the City to provide citizens, customers, decision-makers, and any other interested parties with information that is correct but is also useful. It is the department's fiscal responsibility to safeguard all financial resources for the City.

Additional duties include payroll processing, financial audits, preparation of the Fiscal Year budgets, preparations of the Annual Comprehensive Financial Report, Grants, and Special Projects.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Plan and implement an official Fund Balance Policy for the City.
- Implement new technology aimed at the following core functions:
  - Grant Management
  - Project Management
  - Procurement and Contract Management
  - Collaborative Budget Preparation
- Research and implement electronic payments to vendors
- Begin reporting of Utility Indirect Cost Analysis with the preparation of the Fiscal Year 2026 budget.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Received Annual GFOA Award for Financial Reporting	4	Yes	Yes	Yes	Yes
Received an Unqualified Audit Opinion	4	Yes	Yes	Yes	Yes
Receive Distinguished Budget Presentation Award	4	No	No	Yes	Yes

City of Cayce, South Carolina

Department: Finance

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 193,489	\$ 218,150	\$ 258,350	\$ 267,007	\$ 8,657
Overtime	-	-	-	-	-
FICA Expense	14,442	16,279	19,764	20,017	253
SC Retirement Expense	30,674	36,664	47,046	47,650	604
Medical Insurance	19,013	33,743	28,825	36,555	7,730
Workers Compensation Insurance	2,341	2,189	2,064	2,683	619
General Insurance	1,600	1,600	2,000	2,600	600
Total Salaries & Fringes	261,559	308,625	358,049	376,512	18,463
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	3,800	3,500	3,000	3,500	500
Postage Expense	800	2,000	2,500	2,500	-
Dues & Memberships	500	500	475	530	55
Travel Expense	1,000	1,000	2,000	2,800	800
Auto Operating Expense	-	-	-	-	-
Phone Expense	2,040	2,100	2,100	2,350	250
Service Contracts	12,150	14,050	13,400	19,653	6,253
Employee Training Expense	1,900	2,000	3,000	4,500	1,500
Professional Services-Audit	38,000	28,500	28,500	28,500	-
Other Operating Expense	-	-	-	-	-
Non-Capital Equipment	1,200	-	2,500	-	(2,500)
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	61,390	53,650	57,475	64,333	6,858
Total Expenditures	322,949	362,275	415,524	440,845	25,321
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 322,949	\$ 362,275	\$ 415,524	\$ 440,845	\$ 25,321



## City of Cayce, South Carolina

## Department: Tax Collection

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
Total Salaries & Fringes	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Tax Billing Contract Expense	22,150	23,000	23,000	23,000	-
Total Operating Expenditures	22,150	23,000	23,000	23,000	-
Total Expenditures	22,150	23,000	23,000	23,000	-
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 22,150	\$ 23,000	\$ 23,000	\$ 23,000	-

# POLICE DEPARTMENT

## MISSION STATEMENT

The Cayce Police Department strives to protect the public trust placed upon us by fostering community partnerships and developing a highly trained team. We relentlessly pursue the criminal element threatening the quality of life and safety of our citizens and the community.

## VISION STATEMENT

Building relationships through transparency to the community we serve; and prove to be a pinnacle law enforcement agency.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Continued support for citizen involvement in the hiring and promotion process.
- Continued commitment to proactive and community policing.
- Continuous assessment of recruitment and retention plans.
- New social work program for mental health outreach.
- New Professional Standards Division and protocols.
- New Digital Investigations (Partnership with U.S. Secret Service).
- New ICAC (Internet Crimes Against Children) partnership.
- Continued support of new K9 Program.
- Identify opportunities for career fairs with new veterans hiring program and retention program.
- Implement Health and Wellness Program.
- Implementation of License Plate Readers on all marked patrol cars.
- Seek funding opportunities to replace all radios by Fiscal Year 2027.
- Create a 5-year plan for rotation of Emergency Response Rations for the entire City.
- Continue to align positions with proactive policing, crime increases and community partnership and growth.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Arrest	2	667	786	419	N/A
Number of Non-Injury Traffic Collisions	2	1,379	658	551	449
Number of Fatal Traffic Collisions	2	3	0	2	0
Number of Training Hours	1	N/A	N/A	1,568	2,385
Number of Community Outreach Events	2	17	6	41	37

City of Cayce, South Carolina  
Department: Police Administration



Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 466,295	\$ 639,277	\$ 722,921	\$ 736,334	\$ 13,413
Overtime	-	-	-	-	-
Extra Duty	-	-	2,000	4,000	2,000
FICA Expense	35,677	45,771	55,303	54,968	(335)
SC Retirement Expense	85,920	116,210	149,371	145,401	(3,970)
Medical Insurance	54,252	67,120	83,011	86,859	3,848
Workers Compensation Insurance	36,342	41,375	39,250	30,400	(8,850)
General Insurance	9,100	9,100	15,000	20,000	5,000
Total Salaries & Fringes	687,586	918,853	1,066,856	1,077,962	11,106
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	10,000	10,000	10,000	10,000	-
Postage Expense	3,000	1,000	1,000	1,000	-
Dues & Memberships	2,200	3,500	3,500	3,500	-
Travel Expense	3,000	8,000	8,000	8,000	-
Auto Operating Expense	6,000	10,000	12,000	10,000	(2,000)
Electric & Gas Expense	40,000	40,000	35,000	35,000	-
Phone Expense	70,000	70,000	109,800	106,800	(3,000)
Service Contracts	19,150	28,000	32,990	25,420	(7,570)
Equipment Repair	-	-	-	-	-
Building Repair	10,000	-	-	-	-
Uniform Expense	2,500	2,800	2,800	2,800	-
Janitorial Supplies	600	500	500	500	-
Medicals/Physicals	3,000	3,500	8,000	8,000	-
Advertising Expense	500	500	-	-	-
Vehicle Insurance	1,800	1,800	5,000	5,000	-
Employee Training Expense	5,000	8,000	12,000	12,000	-
Community Relations Expense	4,000	4,000	4,000	-	(4,000)
Special Contracts Expense	4,200	5,100	13,800	7,900	(5,900)
Explorer Scouts Expense	1,000	1,000	200	-	(200)
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	6,000	6,000	-
Non-Capital Equipment	10,000	2,100	2,100	-	(2,100)
Capital Machines & Equipment	-	5,000	-	-	-
Total Operating Expenditures	195,950	204,800	266,690	241,920	(24,770)
Total Expenditures	883,536	1,123,653	1,333,546	1,319,882	(13,664)
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 883,536	\$ 1,123,653	\$ 1,333,546	\$ 1,319,882	\$ (13,664)

City of Cayce, South Carolina  
**Department: Police Investigations**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	432,971	\$	435,092	\$	542,846	\$	623,956	\$	81,110
Overtime		15,000		20,000		20,000		20,000		-
Extra Duty		5,000		5,000		5,000		5,000		-
FICA Expense		34,391		33,777		43,457		46,371		2,914
SC Retirement Expense		84,969		87,802		116,519		124,672		8,153
Medical Insurance		60,590		65,456		71,818		105,033		33,215
Workers Compensation Insurance		39,827		33,800		34,471		32,866		(1,605)
General Insurance		10,400		10,400		14,000		18,000		4,000
Total Salaries & Fringes		683,148		691,327		848,111		975,898		127,787
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		-		-		1,000		1,000		-
Postage Expense		-		50		50		50		-
Dues & Memberships		2,000		2,000		2,000		2,000		-
Travel Expense		7,000		7,000		7,000		7,000		-
Auto Operating Expense		25,000		25,000		26,000		20,000		(6,000)
Electric & Gas Expense		-		-		-		-		-
Phone Expense		-		-		-		-		-
Service Contracts		44,000		44,000		41,000		41,580		580
Equipment Repair		700		700		500		500		-
Building Repair		-		-		-		-		-
Uniform Expense		4,500		5,040		5,000		5,000		-
Janitorial Supplies		-		-		-		-		-
Medicals/Physicals		-		-		-		-		-
Advertising Expense		-		-		-		-		-
Vehicle Insurance		12,500		12,500		12,000		11,700		(300)
Employee Training Expense		6,500		6,500		7,000		7,000		-
Community Relations Expense		-		-		-		-		-
Special Dept Supplies		2,500		2,500		-		7,000		7,000
Explorer Scouts Expense		-		-		-		-		-
Other Operating Expense		-		-		-		-		-
Substation Lease Expense		-		-		-		-		-
Non-Capital Equipment		-		-		-		-		-
Capital Machines & Equipment		11,200		-		-		-		-
Total Operating Expenditures		115,900		105,290		101,550		102,830		1,280
Total Expenditures		799,048		796,617		949,661		1,078,728		129,067
Capital Outlay		-		100,000		-		-		-
Total Expenditures & Capital Outlay	\$	799,048	\$	896,617	\$	949,661	\$	1,078,728	\$	129,067

## City of Cayce, South Carolina

## Department: Police Traffic

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 2,072,170	\$ 1,674,946	\$ 1,873,039	\$ 1,863,279	\$ (9,760)
Overtime	110,000	160,000	160,000	160,000	-
Extra Duty	60,000	110,000	80,000	80,000	-
FICA Expense	171,931	137,164	161,647	137,911	(23,736)
SC Retirement Expense	426,067	339,750	447,508	373,104	(74,404)
Medical Insurance	332,494	288,462	280,434	302,592	22,158
Workers Compensation Insurance	191,072	129,467	119,098	92,608	(26,490)
General Insurance	56,200	56,200	63,000	72,500	9,500
Total Salaries & Fringes	3,419,934	2,895,989	3,184,726	3,081,994	(102,732)
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	-	-	-	-	-
Postage Expense	-	40	40	40	-
Dues & Memberships	2,500	2,500	3,000	3,000	-
Travel Expense	4,000	4,000	5,000	6,000	1,000
Auto Operating Expense	150,000	160,000	180,000	190,000	10,000
Electric & Gas Expense	-	-	-	-	-
Phone Expense	-	400	-	-	-
Service Contracts	56,000	137,660	153,875	357,295	203,420
Equipment Repair	2,000	2,000	2,000	2,000	-
Building Repair	1,500	1,500	500	-	(500)
Hand Tools & Supplies	1,000	500	500	500	-
Safety Supplies	2,000	2,450	2,000	2,000	-
Uniform Expense	30,000	33,600	33,000	42,000	9,000
Jail Detention Expense	1,500	1,500	2,500	10,000	7,500
DJJ Housing Expense	3,000	3,000	5,000	20,000	15,000
Janitorial Supplies	-	-	-	-	-
Medicals/Physicals	-	-	-	-	-
Advertising Expense	-	-	-	-	-
Vehicle Insurance	54,000	54,000	55,000	55,000	-
Employee Training Expense	20,000	20,000	20,000	-	(20,000)
Victim's Advocate Expense	75,000	75,000	75,000	75,000	-
Special Dept Supplies	15,000	15,000	9,300	5,950	(3,350)
Explorer Scouts Expense	-	-	-	-	-
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	-	-	-
Grant Expense	10,000	10,000	868,000	20,000	-
Non-Capital Equipment	-	12,400	-	-	-
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	427,500	535,550	1,414,715	788,785	222,070
Total Expenditures	3,847,434	3,431,539	4,599,441	3,870,779	119,338
Capital Outlay	22,400	285,000	260,000	-	(260,000)
Total Expenditures & Capital Outlay	\$ 3,869,834	\$ 3,716,539	\$ 4,859,441	\$ 3,870,779	\$ (140,662)

City of Cayce, South Carolina

Department: Animal Services

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 39,485	\$ 44,078	\$ -	\$ -	-
Overtime	-	-	-	-	-
Extra Duty	-	-	-	-	-
FICA Expense	3,042	2,931	-	-	-
SC Retirement Expense	6,467	6,727	-	-	-
Medical Insurance	6,338	6,810	-	-	-
Workers Compensation Insurance	822	729	-	-	-
General Insurance	1,350	1,350	-	-	-
Total Salaries & Fringes	57,504	62,625	-	-	-
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	150	150	-	-	-
Postage Expense	-	10	-	-	-
Dues & Memberships	1,000	1,000	-	-	-
Travel Expense	5,000	5,000	-	-	-
Auto Operating Expense	4,000	2,000	-	-	-
Electric & Gas Expense	5,000	5,000	-	-	-
Phone Expense	-	-	-	-	-
Service Contracts	1,000	1,000	-	-	-
Equipment Repair	500	500	-	-	-
Building Repair	500	500	-	-	-
Hand Tools & Supplies	100	100	-	-	-
Safety Supplies	-	-	-	-	-
Uniform Expense	750	840	-	-	-
Jail Detention Expense	-	-	-	-	-
DJJ Housing Expense	-	-	-	-	-
Janitorial Supplies	200	200	-	-	-
Medicals/Physicals	-	-	-	-	-
Advertising Expense	-	-	-	-	-
Vehicle Insurance	900	900	-	-	-
Employee Training Expense	3,500	3,500	-	-	-
Victim's Advocate Expense	-	-	-	-	-
Special Dept Supplies	7,500	7,500	-	-	-
Animal Control Supplies	400	400	-	-	-
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	-	-	-
Grant Expense	-	-	-	-	-
Non-Capital Equipment	-	350	-	-	-
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	30,500	28,950	-	-	-
Total Expenditures	88,004	91,575	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 88,004	\$ 91,575	\$ -	\$ -	-

Moved to Police Parks in FY2024

## City of Cayce, South Carolina

## Department: Police Parks

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 165,470	\$ 179,867	\$ 239,766	\$ 242,930	\$ 3,164
Overtime	15,000	15,000	15,000	15,000	-
Extra Duty	5,000	5,000	3,000	2,500	
FICA Expense	13,858	12,945	19,719	17,903	(1,816)
SC Retirement Expense	32,031	32,633	50,805	44,066	(6,739)
Medical Insurance	32,614	35,301	41,801	37,375	(4,426)
Workers Compensation Insurance	15,191	13,875	15,207	10,356	(4,851)
General Insurance	5,100	5,100	7,100	10,000	2,900
Total Salaries & Fringes	284,264	299,721	392,398	380,130	(11,768)
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	50	50	50	100	50
Postage Expense	-	-	-	-	-
Dues & Memberships	250	250	250	300	50
Travel Expense	250	250	500	500	-
Auto Operating Expense	5,000	5,000	6,000	6,000	-
Electric & Gas Expense	-	-	-	-	-
Phone Expense	-	-	-	-	-
Service Contracts	500	500	500	500	-
Equipment Repair	1,500	1,500	1,000	1,000	-
Building Repair	-	-	-	250	250
Uniform Expense	1,500	1,680	1,600	1,600	-
Janitorial Supplies	100	100	100	100	-
Medicals/Physicals	100	100	100	-	(100)
Advertising Expense	-	-	-	-	-
Vehicle Insurance	3,600	3,600	2,800	2,620	(180)
Employee Training Expense	500	500	500	500	-
Community Relations Expense	-	-	-	-	-
Special Dept Supplies	-	-	-	-	-
Explorer Scouts Expense	-	-	-	-	-
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	-	-	-
Non-Capital Equipment	-	1,400	-	-	-
Capital Machines & Equipment	11,200	-	-	-	-
Total Operating Expenditures	24,550	14,930	13,400	13,470	70
Total Expenditures	308,814	314,651	405,798	393,600	(11,698)
Capital Outlay	-	50,000	-	-	-
Total Expenditures & Capital Outlay	\$ 308,814	\$ 364,651	\$ 405,798	\$ 393,600	(11,698)

## City of Cayce, South Carolina

## Department: Police Dispatch

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 246,168	\$ 260,173	\$ 229,217	\$ 286,869	\$ 57,652
Overtime	28,000	28,000	28,000	28,000	-
Extra Duty	-	-	-	-	-
FICA Expense	20,672	17,510	19,348	21,129	1,781
SC Retirement Expense	44,002	40,193	46,940	50,296	3,356
Medical Insurance	42,840	46,112	41,016	68,330	27,314
Workers Compensation Insurance	1,236	1,043	832	659	(173)
General Insurance	7,500	7,500	8,100	11,000	2,900
Total Salaries & Fringes	390,418	400,531	373,453	466,283	92,830
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	750	750	750	1,750	1,000
Postage Expense	-	900	200	-	(200)
Dues & Memberships	300	1,500	1,000	500	(500)
Travel Expense	1,500	1,500	1,000	750	(250)
Auto Operating Expense	-	-	-	-	-
Electric & Gas Expense	-	-	-	-	-
Phone Expense	27,000	27,000	37,000	30,000	(7,000)
Service Contracts	65,000	65,000	4,000	2,750	(1,250)
Equipment Repair	2,500	2,500	2,500	500	(2,000)
Radio Supplies Expense	2,000	2,000	500	500	-
Uniform Expense	1,500	1,680	1,000	1,000	-
Janitorial Supplies	-	-	-	-	-
Medicals/Physicals	-	-	-	-	-
Advertising Expense	-	-	-	-	-
Vehicle Insurance	-	-	-	-	-
Employee Training Expense	3,000	3,000	1,000	1,000	-
Community Relations Expense	-	-	-	-	-
Professional Service-Contract Assistance	-	-	16,800	-	(16,800)
Special Dept Supplies	1,800	1,800	1,000	-	(1,000)
Explorer Scouts Expense	-	-	-	-	-
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	-	-	-
Non-Capital Equipment	2,000	2,000	-	-	-
Capital Machines & Equipment	-	14,769	-	-	-
Total Operating Expenditures	107,350	124,399	66,750	38,750	(28,000)
Total Expenditures	497,768	524,930	440,203	505,033	64,830
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 497,768	\$ 524,930	\$ 440,203	\$ 505,033	\$ 64,830



City of Cayce, South Carolina  
**Department: Police School Resource Officers (Non-Grant)**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ 410,440	\$ 299,919	\$ 432,381	\$ 132,462
Overtime	-	-	20,000	20,000	-
Extra Duty	-	-	30,000	32,800	
FICA Expense	-	29,484	26,769	31,988	5,219
SC Retirement Expense	-	76,713	73,326	87,185	13,859
Medical Insurance	-	77,117	48,921	69,894	20,973
Workers Compensation Insurance	-	31,759	19,121	24,092	4,971
General Insurance	-	-	6,000	14,500	8,500
Total Salaries & Fringes	-	625,513	524,056	712,840	185,984
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	-	-	2,000	2,000	-
Postage Expense	-	-	-	-	-
Dues & Memberships	-	-	4,000	4,000	-
Travel Expense	-	-	4,000	10,000	6,000
Auto Operating Expense	-	-	4,000	4,000	-
Electric & Gas Expense	-	-	-	-	-
Phone Expense	-	-	1,000	1,000	-
Service Contracts	-	-	-	-	-
Equipment Repair	-	-	-	-	-
Building Repair	-	-	-	-	-
Uniform Expense	-	-	5,000	5,000	-
Janitorial Supplies	-	-	-	500	500
Medicals/Physicals	-	-	-	-	-
Advertising Expense	-	-	-	-	-
Vehicle Insurance	-	-	5,000	5,000	-
Employee Training Expense	-	-	5,000	10,000	5,000
Community Relations Expense	-	-	-	-	-
Special Dept Supplies	-	-	-	-	-
Explorer Scouts Expense	-	-	-	-	-
Other Operating Expense	-	-	-	-	-
Substation Lease Expense	-	-	-	-	-
Non-Capital Equipment	-	-	-	-	-
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	-	-	30,000	41,500	11,500
Total Expenditures	-	625,513	554,056	754,340	197,484
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ -	\$ 625,513	\$ 554,056	\$ 754,340	\$ 197,484

# FIRE DEPARTMENT

## OVERVIEW

The Cayce Fire Department is an all-paid department comprised of 24 full-time employees. Originally established in 1936, the Department has grown from volunteers to paid staff. In the early 1980s, the Cayce Fire Department was integrated with the police department to form the Cayce Department of Public Safety. This allowed for Firefighters and Police Officers to have dual training in police and fire operations. In January of 2022, the police and fire departments split back into two separate agencies. For the first time since the early 1980s, the fire department has its first Fire Chief and rank structure to follow. The Fire Chief oversees the entire department and is responsible for the management of personnel and financials; he is also the Fire Marshal for the City. The Assistant Fire Chief oversees the operations of the department. Under the Assistant Fire Chief, there are three Battalion Chiefs. These Battalion Chiefs oversee day to day operations, training, and some administrative duties. Under Battalions, there is a Captain assigned to each shift who functions as a company level supervisor and fills in for the Battalion Chief when absent. Along with the Battalion Chief and Captain there are five additional Firefighters on each shift. This brings a total of seven personnel per shift who provide 24-hour coverage for the citizens and visitors of Cayce. The Fire Division responds to emergency and non-emergency calls for service, as well as providing building fire and life safety inspections. The Fire Department has an ISO rating of Class 2. The Class 2 ISO rating entitles residential and commercial property owners to savings on their fire property insurance premiums. Check with your insurance company to see what your specific savings are.

## MISSION STATEMENT

Our mission is to provide high-quality, courteous and professional services, utilizing an all-hazards approach to saving lives and protecting property.

## VISION STATEMENT

Our vision is to be a recognized leader in the Fire Service by focusing on partnerships, leadership development, and becoming an accredited agency.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Develop a long-term capital plan for the replacement and funding of fire trucks.
- Explore funding opportunities to add a Fire Marshall position.
- Develop a plan for a regional Fire Training Center with partners in surrounding jurisdictions.
- Reduce opioid use in the City and increase education and awareness of opioids.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Fire / EMS Calls	2 1,598	2,037	2,227	2,500
Average Response Time in Minutes (Dispatch to Arrival)	2 5:27	5:24	5:19	Under 5
Number of Training Hours	1 6,218	7,134	4,225	5,000
Number of Community Outreach Events	2 10	12	40	45

City of Cayce, South Carolina  
Department: Fire Department

Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 972,037	\$ 998,138	\$ 1,327,655	\$ 1,187,024	\$ (140,631)
Overtime	29,750	112,000	139,957	122,535	(17,422)
Extra Duty	5,000	3,000	10,000	10,000	
Fire Response Overtime	20,000	70,000	15,000	15,000	
FICA Expense	78,171	83,278	113,419	96,913	(16,506)
SC Retirement Expense	192,316	214,144	314,904	264,182	(50,722)
Medical Insurance	179,156	187,327	233,907	255,368	21,461
Workers Compensation Insurance	67,527	64,985	73,774	54,385	(19,389)
General Insurance	25,800	26,000	36,000	50,000	14,000
<b>Total Salaries &amp; Fringes</b>	<b>1,569,757</b>	<b>1,758,872</b>	<b>2,264,616</b>	<b>2,055,407</b>	<b>(209,209)</b>
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	-	-	-	-	-
Postage Expense	-	100	100	100	-
Dues & Memberships	2,000	2,000	2,000	2,000	-
Travel Expense	5,000	3,000	3,000	2,000	(1,000)
Auto Operating Expense	43,000	50,000	50,000	65,000	15,000
Electric & Gas Expense	-	-	-	-	-
Phone Expense	-	-	1,000	2,500	1,500
Service Contracts	12,000	10,000	14,500	30,100	15,600
Equipment Repair	5,000	3,500	3,000	3,000	-
Building Repair	5,000	5,000	-	3,000	3,000
Building Improvements	-	-	-	-	-
Hand Tools & Supplies	2,000	2,000	1,500	1,500	-
Radio Supplies	-	1,000	800	850	50
Safety Supplies	3,500	3,500	3,000	10,000	7,000
Uniform Expense	15,000	15,000	15,000	15,000	-
Janitorial Supplies	800	1,000	800	800	-
Medicals/Physicals	13,800	10,000	8,000	8,000	-
SCBA/Foam & Fire Extinguisher Expense	6,400	6,000	4,000	4,000	-
Vehicle Insurance	12,500	12,500	25,000	15,000	(10,000)
Employee Training Expense	8,000	10,000	10,000	11,500	1,500
Special Dept Supplies	3,000	4,000	4,000	4,000	-
Other Operating Expense	-	-	-	-	-
Grant Expense	-	-	269,613	20,000	(249,613)
Non-Capital Equipment	900	4,500	1,500	-	(1,500)
Capital Machines & Equipment	43,900	9,500	-	-	-
<b>Total Operating Expenditures</b>	<b>181,800</b>	<b>152,600</b>	<b>416,813</b>	<b>198,350</b>	<b>(218,463)</b>
<b>Total Expenditures</b>	<b>1,751,557</b>	<b>1,911,472</b>	<b>2,681,429</b>	<b>2,253,757</b>	<b>(427,672)</b>
Capital Outlay	-	52,000	65,000	-	(65,000)
<b>Total Expenditures &amp; Capital Outlay</b>	<b>\$ 1,751,557</b>	<b>\$ 1,963,472</b>	<b>\$ 2,746,429</b>	<b>\$ 2,253,757</b>	<b>\$ (492,672)</b>

# SANITATION

## OVERVIEW

The Sanitation Department is responsible for the timely pickup of household waste for the City's residents.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Continue use of grant funding to secure the purchase of additional roll carts in the City.
- Continued development of a plan to ensure the street sweeper meets all needs of the City without disruption of traffic patterns.
- Continued collaboration with Palmetto Pride to engage the community with clean up projects.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Quantity to Landfill per Day (tons)	2	5,673	5,088	5,164	6,000
Recyclables to Landfill per Day (tons)	2	3.2	3.9	3.5	4
Number of Complaints per Week	1	5	6	7	3
Missed Trash Collection Calls per Year	1	74	76	40	25

## City of Cayce, South Carolina

## Department: Sanitation

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 641,970	\$ 662,024	\$ 719,927	\$ 782,640	\$ 62,713
Overtime	500	500	500	500	-
FICA Expense	47,860	49,355	55,113	57,421	2,308
SC Retirement Expense	101,764	112,753	133,100	136,696	3,596
Medical Insurance	138,669	149,784	149,766	169,504	19,738
Workers Compensation Insurance	71,923	64,528	55,154	48,989	(6,165)
General Insurance	9,250	9,500	11,000	14,000	3,000
Total Salaries & Fringes	1,011,936	1,048,444	1,124,560	1,209,750	85,190
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	1,000	2,000	2,000	2,000	-
Postage Expense	750	500	500	-	(500)
Dues & Memberships	685	685	685	685	-
Travel Expense	-	1,200	500	500	-
Auto Operating Expense	125,000	125,000	122,000	130,000	8,000
Electric & Gas Expense	-	-	-	-	-
Phone Expense	7,000	7,000	7,000	7,600	600
Service Contracts	8,200	8,200	7,000	8,500	1,500
Equipment Repair	10,000	10,000	8,000	10,000	2,000
Building Repair	5,000	5,000	3,000	3,000	-
Waste Disposal/Tipping Fees	30,000	30,000	25,000	27,000	2,000
Hand Tools & Supplies	7,000	7,000	5,000	4,000	(1,000)
Safety Supplies	7,000	7,000	4,000	4,000	-
Uniform Expense	13,750	14,000	14,000	14,000	-
Janitorial Supplies	500	500	500	500	-
Medicals/Physicals	1,200	1,300	1,000	1,200	200
Advertising Expense	-	-	-	-	-
Vehicle Insurance	11,500	13,200	18,000	17,850	(150)
Employee Training Expense	300	300	1,000	1,000	-
Special Dept Supplies	9,150	9,150	8,000	5,000	(3,000)
Other Operating Expense	-	-	-	-	-
Grant Expense-Roll Carts	-	-	20,000	-	(20,000)
Non-Capital Equipment	-	1,800	9,000	-	(9,000)
Capital Machines & Equipment	-	-	-	-	-
Total Operating Expenditures	238,035	243,835	256,185	236,835	(19,350)
Total Expenditures	1,249,971	1,292,279	1,380,745	1,446,585	65,840
Capital Outlay	-	-	45,000	-	(45,000)
Total Expenditures & Capital Outlay	\$ 1,249,971	\$ 1,292,279	\$ 1,425,745	\$ 1,446,585	\$ 20,840

# PLANNING & DEVELOPMENT

## OVERVIEW

The City of Cayce Planning & Development Office is responsible for helping the community define and implement its vision for the future of the City. Our investment to the community is through timely and professional review of construction and development plans, along with administering the City of Cayce Zoning Ordinance.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Preparation for funding request in Fiscal Year 2026 for a Storm Water Task Force.
- Develop and implement newly purchased licensing / permitting software.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Commercial Landlords	1	51	47	49	55
Number of Business Licenses Applied for Online	1	246	593	729	800
Number of Registered Properties	1	1,124	995	930	950

City of Cayce, South Carolina  
**Department: Planning & Development**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025		Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>									
Salaries	\$	445,154	\$	367,785	\$	440,898	\$	457,878	\$ 16,980
Overtime		-		-		-		-	-
FICA Expense		33,221		27,445		33,729		34,075	346
SC Retirement Expense		70,840		61,812		80,438		81,116	678
Medical Insurance		52,238		49,606		57,272		57,556	284
Workers Compensation Insurance		7,556		5,059		5,150		3,967	(1,183)
General Insurance		3,800		4,000		4,500		5,500	1,000
Total Salaries & Fringes		612,809		515,707		621,987		640,092	18,105
<b>OPERATING EXPENDITURES</b>									
Printing/Office Supplies		6,700		7,000		7,000		7,000	-
Postage Expense		3,100		3,100		3,000		3,000	-
Dues & Memberships		2,500		2,500		1,000		1,400	400
Travel Expense		5,500		5,500		4,000		11,000	7,000
Auto Operating Expense		8,000		10,000		15,000		15,000	-
Electric & Gas Expense		-		-		-		-	-
Phone Expense		8,500		8,500		8,500		8,500	-
Service Contracts		1,360		5,327		5,327		23,500	18,173
Equipment Repair		-		-		-		-	-
Building/Code Compliance Expense		-		2,000		-		-	-
Hand Tools & Supplies		800		800		800		-	(800)
Safety Supplies		-		-		-		-	-
Uniform Expense		2,000		2,000		1,000		1,000	-
Janitorial Supplies		-		-		-		-	-
Medicals/Physicals		-		-		-		-	-
Advertising Expense		1,800		1,500		1,000		700	(300)
Vehicle Insurance		3,600		3,600		5,000		5,400	400
Employee Training Expense		8,000		8,000		8,000		9,000	1,000
NPDES Phase II Project Expense		36,960		16,545		37,960		26,000	(11,960)
Professional Services-Contracts		8,000		2,400		2,400		2,400	-
Special Contract Expense		2,000		2,000		1,300		1,300	-
Special Dept Supplies		4,000		-		-		-	-
Collections Expense		-		-		3,200		-	(3,200)
Other Operating Expense		2,000		-		-		1,000	1,000
Grant Expense-Litter Grant		-		-		1,000		-	(1,000)
Non-Capital Equipment		-		1,000		3,000		-	(3,000)
Capital Machines & Equipment		-		-		-		-	-
Total Operating Expenditures		104,820		81,772		108,487		116,200	7,713
Total Expenditures		717,629		597,479		730,474		756,292	25,818
Capital Outlay		-		-		47,000		-	(47,000)
Total Expenditures & Capital Outlay	\$	717,629	\$	597,479	\$	777,474	\$	756,292	\$ (21,182)

# MUSEUM

## OVERVIEW

The Cayce Historical Museum's main building is a replica of a frontier trading post built in the area in 1765. This post was seized by the British during the Revolution and used as a fort. It was called Fort Granby. Later the structure became a family home for the Cayce family, whose name was chosen for the present city of Cayce when it was chartered in 1914. The museum building displays artifacts and interprets the historical, social, and cultural heritage of the area that has included the historical communities of Saxe Gotha and Granby and the current community of the City of Cayce.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Replace Museum roof.
- New Public Safety Exhibit.
- New Confederate Printing Press and Money Exhibit.
- Complete African American exhibit.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Events	2	12	13	13	15
Attendance at Events	2	446	694	405	750
Number of Exhibits Created/Finished	2	0	1	1	2
Number of Visitors to the Museum	2	237	885	776	1,000



## City of Cayce, South Carolina

## Department: Museum

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 91,736	\$ 87,639	\$ 92,579	\$ 122,464	\$ 29,885
Overtime	-	-	-	-	-
FICA Expense	6,848	6,541	7,082	8,960	1,878
SC Retirement Expense	14,546	14,732	16,859	21,421	4,562
Medical Insurance	6,338	13,620	13,954	14,950	996
Workers Compensation Insurance	354	295	259	280	21
General Insurance	2,050	2,050	2,210	3,000	790
<b>Total Salaries &amp; Fringes</b>	<b>121,872</b>	<b>124,877</b>	<b>132,943</b>	<b>171,075</b>	<b>38,132</b>
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	2,500	2,500	1,000	1,500	500
Postage Expense	250	250	250	250	-
Dues & Memberships	670	670	300	300	-
Travel Expense	350	350	350	350	-
Auto Operating Expense	-	-	-	-	-
Electric & Gas Expense	6,500	6,500	5,000	5,000	-
Phone Expense	6,000	6,000	3,000	1,000	(2,000)
Service Contracts	5,050	6,500	6,000	6,000	-
Equipment Repair	-	1,250	750	750	-
Building Repair	6,350	-	6,500	500	(6,000)
Hand Tools & Supplies	-	-	-	-	-
Safety Supplies	-	-	-	-	-
Uniform Expense	-	-	-	-	-
Janitorial Supplies	-	-	-	-	-
Medicals/Physicals	-	-	-	-	-
Advertising Expense	-	-	-	-	-
Vehicle Insurance	-	-	-	-	-
Employee Training Expense	250	250	250	250	-
Special Contract Expense	-	-	-	-	-
Special Dept Supplies	4,850	5,000	23,000	-	(23,000)
Collections Expense	-	-	-	-	-
Other Operating Expense	-	-	-	-	-
Non-Capital Equipment	-	1,500	1,500	-	(1,500)
Capital Machines & Equipment	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>32,770</b>	<b>30,770</b>	<b>47,900</b>	<b>15,900</b>	<b>(32,000)</b>
<b>Total Expenditures</b>	<b>154,642</b>	<b>155,647</b>	<b>180,843</b>	<b>186,975</b>	<b>6,132</b>
Capital Outlay	-	-	-	-	-
<b>Total Expenditures &amp; Capital Outlay</b>	<b>\$ 154,642</b>	<b>\$ 155,647</b>	<b>\$ 180,843</b>	<b>\$ 186,975</b>	<b>\$ 6,132</b>

# GARAGE/FLEET MAINTENANCE

## OVERVIEW

The City's full-service Garage allows for the on-site maintenance and repairs of the City's fleet. The Garage is also responsible for the City's fuel pump operations, which is critical for maintaining the continuity of city operations.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Purchase and install backup generator for the City's fuel pump to ensure continuous operations in the event of severe weather or natural disaster.
- Collaborate with Fuel Management vendor to upgrade fuel systems with most recent update.
- Continue working with departments to schedule timely maintenance to ensure efficiency of fleet.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Total Number of Work Orders Completed	1	731	746	635	650
Number of Work Orders that were Preventive Maintenance	1	294	304	137	260
Number of Work Orders that were Completed in One Day	1	241	185	151	195
Number of Work Orders that were Completed in Two or More Days	1	490	561	484	455

City of Cayce, South Carolina  
**Department: Automotive Garage**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	264,915	\$	255,788	\$	266,056	\$	256,930	\$	(9,126)
Overtime		-		-		-		-		-
FICA Expense		19,754		19,073		20,353		18,974		(1,379)
SC Retirement Expense		41,958		42,957		48,452		45,169		(3,283)
Medical Insurance		36,502		39,302		56,768		64,256		7,488
Workers Compensation Insurance		15,946		13,395		11,604		9,228		(2,376)
General Insurance		3,400		3,500		3,900		5,000		1,100
Total Salaries & Fringes		382,475		374,015		407,133		399,557		(7,576)
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		500		750		500		500		-
Postage Expense		-		-		50		100		50
Dues & Memberships		-		-		-		-		-
Travel Expense		-		500		1,000		1,000		-
Auto Operating Expense		5,000		6,500		6,500		6,500		-
Electric & Gas Expense		5,800		5,800		6,500		6,500		-
Phone Expense		2,365		2,365		2,000		2,500		500
Service Contracts		7,500		7,500		7,500		7,500		-
Equipment Repair		5,500		7,000		7,000		7,000		-
Building Repair		22,000		-		5,000		5,000		-
Hand Tools & Supplies		11,500		11,500		10,000		10,000		-
Safety Supplies		2,000		3,000		2,000		2,000		-
Uniform Expense		3,500		3,800		4,000		4,000		-
Janitorial Supplies		-		-		-		-		-
Software/License Expense		3,000		3,000		3,000		3,000		-
Medicals/Physicals		-		-		-		-		-
Vehicle Insurance		1,800		1,900		2,500		2,500		-
Employee Training Expense		1,000		1,500		1,500		1,500		-
Special Dept Supplies		6,500		10,000		10,000		10,000		-
Other Operating Expense		-		-		-		-		-
Non-Capital Equipment		3,500		3,500		3,500		-		(3,500)
Capital Machines & Equipment		-		-		8,500		-		(8,500)
Total Operating Expenditures		81,465		68,615		81,050		69,600		(11,450)
Total Expenditures		463,940		442,630		488,183		469,157		(19,026)
Capital Outlay		-		-		-		-		-
Total Expenditures & Capital Outlay	\$	463,940	\$	442,630	\$	488,183	\$	469,157	\$	(19,026)

City of Cayce, South Carolina  
**Department: Parks/Grounds Maintenance**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	487,410	\$	501,544	\$	554,669	\$	622,384	\$	67,715
Overtime		1,000		1,500		600		600		-
FICA Expense		36,438		37,527		42,478		44,765		2,287
SC Retirement Expense		77,576		84,713		101,383		107,237		5,854
Medical Insurance		110,868		119,735		125,095		132,166		7,071
Workers Compensation Insurance		19,012		16,998		15,662		14,160		(1,502)
General Insurance		12,200		12,200		13,600		18,000		4,400
Total Salaries & Fringes		744,504		774,217		853,487		939,312		85,825
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		500		500		1,000		1,000		-
Postage Expense		140		140		100		-		(100)
Dues & Memberships		700		750		800		750		(50)
Travel Expense		1,000		1,500		1,000		1,000		-
Auto Operating Expense		26,000		30,000		24,000		24,000		-
Electric & Gas Expense		23,000		23,000		20,000		15,000		(5,000)
Phone Expense		13,000		13,000		10,000		10,000		-
Service Contracts		14,890		14,890		14,890		15,390		500
Equipment Repair		8,000		10,000		10,000		10,000		-
Building Repair		1,500		13,000		8,000		8,000		-
Hand Tools & Supplies		1,500		3,500		3,500		3,500		-
Safety Supplies		4,000		4,000		3,000		3,000		-
Uniform Expense		14,500		14,500		12,500		12,000		(500)
Janitorial Supplies		3,000		4,000		4,000		4,000		-
Chemical Expense		1,500		1,500		2,000		2,000		-
Medicals/Physicals		850		850		850		850		-
Signs & Sign Supplies		1,000		2,500		2,000		2,000		-
Vehicle Insurance		16,000		16,000		16,000		14,450		(1,550)
Employee Training Expense		1,680		1,680		800		800		-
Special Dept Supplies		6,500		7,000		7,000		16,275		9,275
Other Operating Expense		-		-		-		-		-
Parks Expense		6,000		7,000		7,000		7,000		-
Non-Capital Equipment		11,500		1,000		-		-		-
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		156,760		170,310		148,440		151,015		2,575
Total Expenditures		901,264		944,527		1,001,927		1,090,327		88,400
Capital Outlay		47,790		-		-		-		-
Total Expenditures & Capital Outlay	\$	949,054	\$	944,527	\$	1,001,927	\$	1,090,327	\$	88,400

City of Cayce, South Carolina

Department: Non-Departmental

Fiscal Year Ending June 30, 2025

General Fund (Adopted Budget)



EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
Total Salaries & Fringes	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Retiree Insurance	77,000	77,000	80,000	90,000	10,000
Note & Lease Payments - Principal	329,080	538,306	462,970	414,630	(48,340)
Note & Lease Payments - Interest	12,100	21,753	21,950	30,320	8,370
Other Financing Uses	429,034	-	-	-	-
Façade Grant 1896-131	-	-	10,000	25,000	15,000
Demolition Program 1896-142	-	-	-	25,000	25,000
Julius Felder Sidewalk 1896-139	-	-	415,707	-	(415,707)
Dunbar Sidewalk 1896-149	-	-	50,000	-	(50,000)
AA Cemeteries 1896-150	-	-	30,000	-	(30,000)
EPA Brownsfield Assessment 1896-151	-	-	-	100,000	100,000
Total Operating Expenditures	847,214	637,059	1,070,627	684,950	(385,677)
Total Expenditures	847,214	637,059	1,070,627	684,950	(385,677)
Capital Outlay	-	-	-	-	-
Total Expenditures & Capital Outlay	\$ 847,214	\$ 637,059	\$ 1,070,627	\$ 684,950	\$ (385,677)

City of Cayce, South Carolina  
**Capital, Non-Capital, and Capital Outlay**



Fiscal Year Ending June 30, 2025  
 General Fund (Adopted Budget)

			FY 2025
<b>Administration</b>			
Municipal Complex Study	-		
(2) Computers/Docking Stations	-		
<b>Total Administration</b>		\$	-
<b>Court</b>			
Office Renovations	-		
<b>Total Administration</b>		\$	-
<b>Information Technology</b>			
Unitrend Backup/DR Appliance	-		
PC Capital Replacement	-		
<b>Total Information Technology</b>		\$	-
<b>Police Department</b>			
Stop Sticks	-		
Dispatch Chairs (x2)	-		
Laptops/Docking Stations	-		
Mobile Radios (x5)	-		
Body Cameras	-		
Furniture for Office Space	-		
Portable Printers (x9)	-		
V/A Management System	-		
Generator Replacement	-		
Range Lead Remediation	-		
Replacement Vehicles (x3)	-		
<b>Total Police Department</b>		\$	-
<b>Fire Department</b>			
Kitchen Renovations	-		
Replacement Vehicles	-		
Storage Building	-		
Mobile/Portable Radios	-		
Concrete Pad	-		
Bunker Gear Replacement	-		
New Employee Equipment	-		
<b>Total Fire Department</b>		\$	-
<b>Sanitation</b>			
Replacement Roll Carts	-		
<b>Total Sanitation</b>		\$	-
<b>Planning &amp; Development</b>			
Laptop & Docking Station	-		
<b>Total Planning &amp; Development</b>		\$	-
<b>Museum</b>			
African American Exhibit	-		

City of Cayce, South Carolina  
Capital, Non-Capital, and Capital Outlay

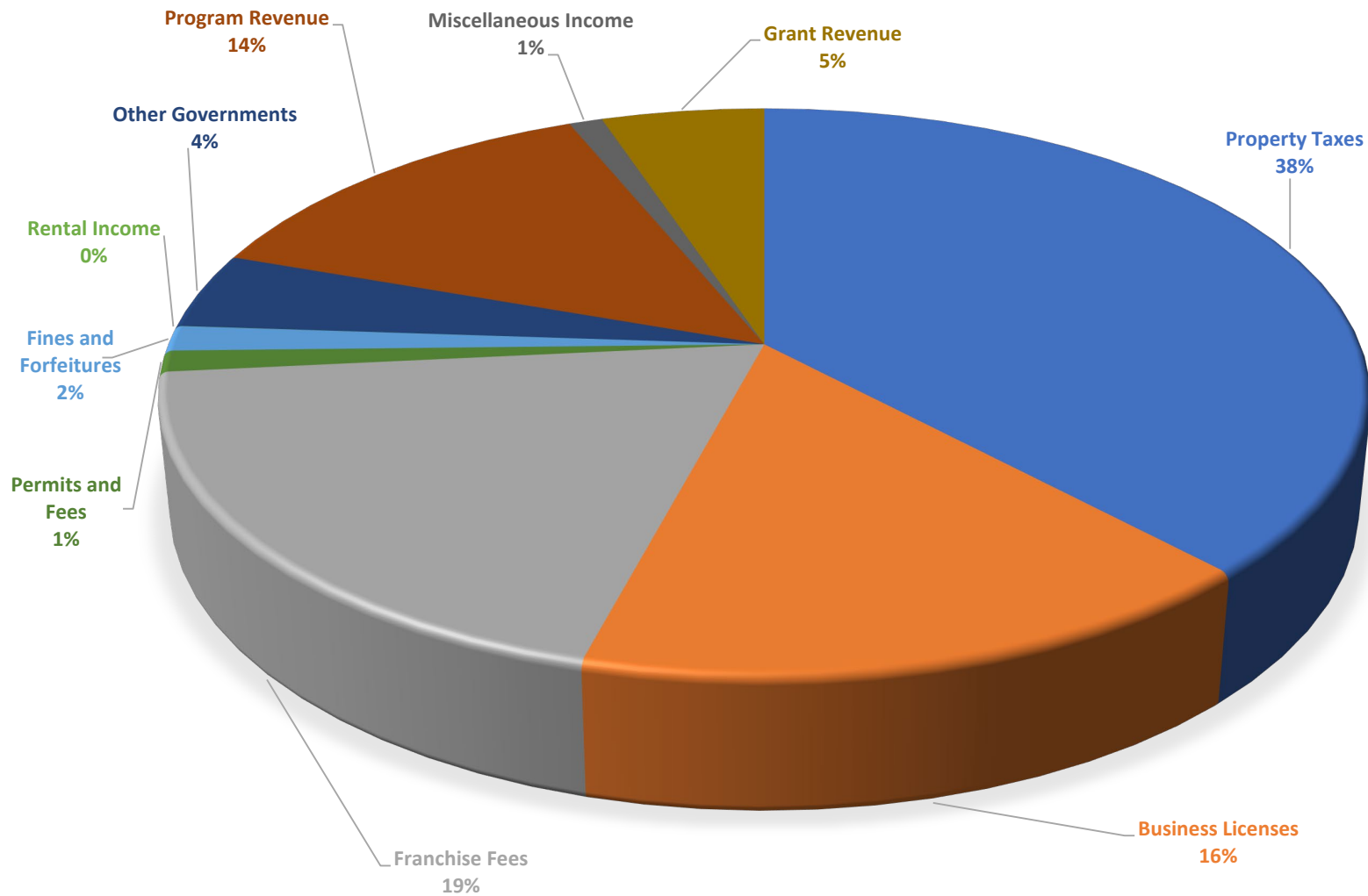


Fiscal Year Ending June 30, 2025  
General Fund (Adopted Budget)

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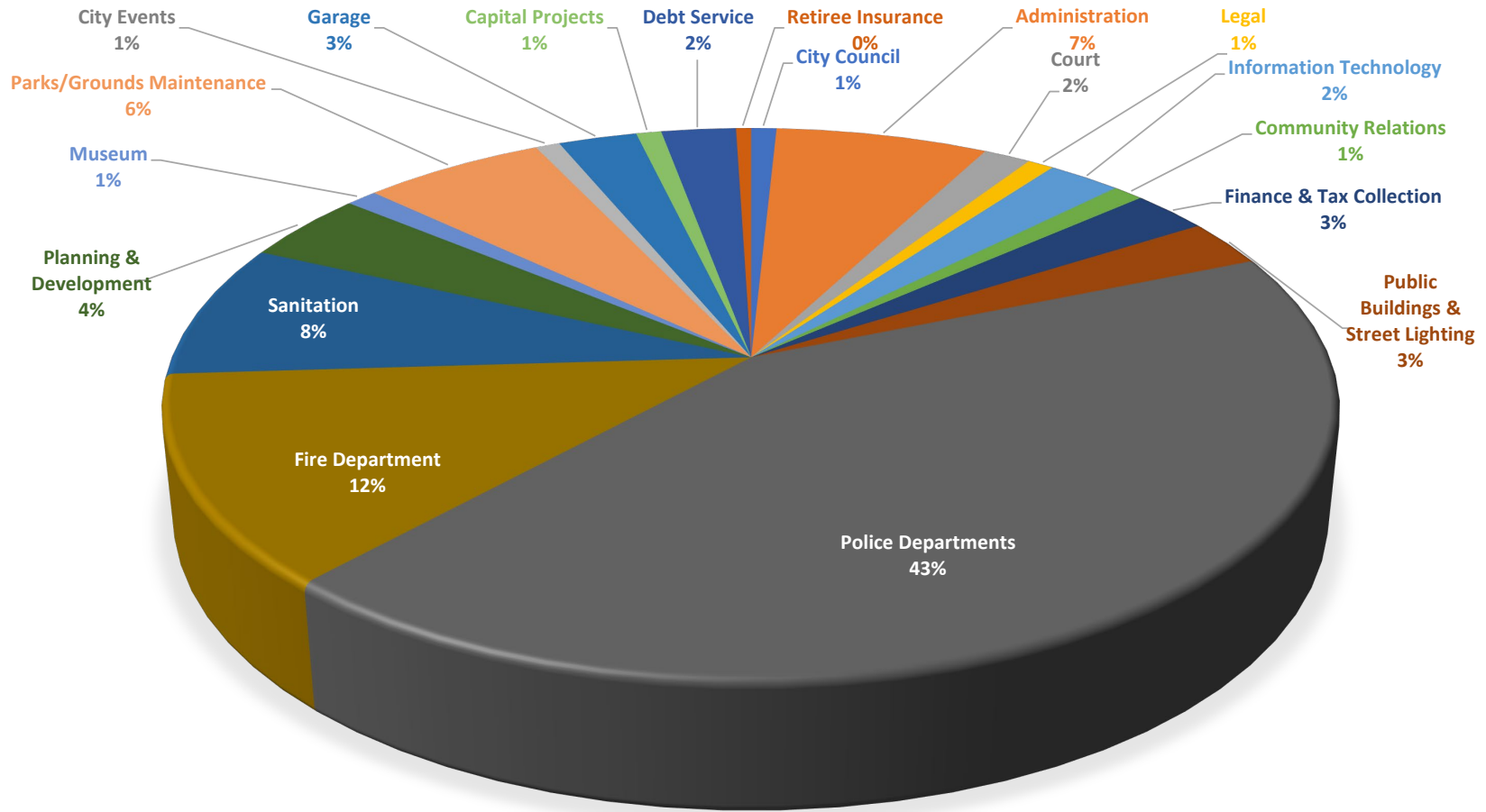
Night at the Museum	-	
<b>Total Museum</b>		\$ -
 <b>Automotive Garage</b>		
Backup General for Fuel Pump	-	
<b>Total Automotive Garage</b>		\$ -
 <b>Total Capital, Non-Capital, and Capital Outlay</b>		<u><u>\$ -</u></u>

## General Fund Revenue Sources FY 2024-2025





# General Fund Expenditures FY 2024-2025





## FUND STRUCTURE

### Enterprise Fund:

Debt Service

Utility Billing

Utility Administration

Water Treatment Plant

Water Distribution & Maintenance

Wastewater Treatment

Wastewater Collection

Septage & Grease Facility

### Non-Departmental:

Retiree OPEB

Capital Projects

City of Cayce, South Carolina  
**Revenues, Expenditures and Other Sources and Uses (Summary)**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

<b>OPERATING REVENUE</b>	<b>FY 2025</b>
Water Sales	\$ 7,892,086
Sewer Sales	13,544,270
Reconnection Fees	38,380
Capacity Fees	1,037,370
Grease Waste Disposal	435,000
Septage Waste Disposal	909,000
Set Up Fees	88,880
Penalties & Misc. Fees	203,010
Miscellaneous Income	126,250
Grant Revenue	-
Total Operating Revenues	<u>24,274,246</u>
<b>OTHER SOURCES AND NON-OPERATING REVENUE</b>	
Interest Income	300,000
Transfer In - Gross Revenue Fund	15,600,000
Transfer In - Use of Reserves	2,280,515
Transfer In - Use of Fund Balance	140,620
Transfer In - Debt Service	-
Transfer In - Depreciation Charge	550,000
Other Financing Sources	-
Other Financing Uses	-
Total Other Sources and Non-Operating Revenue	<u>18,871,135</u>
Total Operating Revenues and Other Sources and Non-Operating Revenue	<u><b>43,145,381</b></u>
<b>OPERATING EXPENDITURES</b>	
Utility Billing	1,232,654
Utility Administration	1,188,626
Water Treatment Plant	3,012,810
Water Distribution	2,477,378
Waste Water Treatment	8,197,746
Waste Water Collection	2,716,297
Septage & Grease Facility	991,605
Total Operating Expenditures	<u>19,817,116</u>
<b>OTHER USES AND NON-OPERATING EXPENDITURES</b>	
Transfer Out - Indirect Cost	2,150,000
Transfer Out - Capital Reserve	77,432
Transfer Out - Capital Equipment Reserve	77,593
Transfer Out - Capital Projects	-
Transfer Out - Debt Service	5,415,940
Transfer Out - Operations & Maintenance	15,600,000
Transfer Out - Retiree OPEB	7,300
Total Other Uses and Non-Operating Expenditures	<u>23,328,265</u>
Total Operating Expenditures and Other Uses and Non-Operating Expenditures	<u><b>43,145,381</b></u>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	<u><b>\$ -</b></u>

City of Cayce, South Carolina  
Revenues, Expenditures and Other Sources and Uses (3 Year Summary)



Fiscal Year Ending June 30, 2025  
Utilities Fund (Adopted Budget)

OPERATING REVENUE	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
Water Sales	\$ 6,075,000	\$ 6,100,000	\$ 6,230,000	\$ 7,892,086	\$ 1,662,086
Sewer Sales	11,764,000	11,877,000	12,311,000	13,544,270	1,233,270
Reconnection Fees	31,000	35,000	38,000	38,380	380
Capacity Fees	512,000	687,000	1,237,000	1,037,370	(199,630)
Grease Waste Disposal	750,000	750,000	750,000	435,000	(315,000)
Septage Waste Disposal	975,000	900,000	900,000	909,000	9,000
Set Up Fees	95,000	80,000	88,000	88,880	880
Penalties & Misc. Fees	209,000	223,000	201,000	203,010	2,010
Miscellaneous Income	140,000	190,000	125,000	126,250	1,250
Grant Revenue	-	-	-	-	-
<b>Total Operating Revenues</b>	<b>20,551,000</b>	<b>20,842,000</b>	<b>21,880,000</b>	<b>24,274,246</b>	<b>2,394,246</b>
<b>OTHER SOURCES AND NON-OPERATING REVENUE</b>					
Interest Income	10,000	10,000	55,000	300,000	245,000
Transfer In - Gross Revenue Fund	15,000,000	15,000,000	15,000,000	15,600,000	600,000
Transfer In - Use of Reserves	-	-	292,423	2,280,515	1,988,092
Transfer In - Use of Fund Balance	-	-	-	140,620	140,620
Transfer In - Debt Service	105,195	214,474	26,300	-	(26,300)
Transfer In - Depreciation Charge	550,000	550,000	550,000	550,000	-
Other Financing Sources	-	-	-	-	-
<b>Total Other Sources and Non-Operating Revenue</b>	<b>15,665,195</b>	<b>15,774,474</b>	<b>15,923,723</b>	<b>18,871,135</b>	<b>2,947,412</b>
<b>Total Operating Revenues and Other Sources and Non-Operating Revenue</b>	<b>36,216,195</b>	<b>36,616,474</b>	<b>37,803,723</b>	<b>43,145,381</b>	<b>5,341,658</b>
<b>OPERATING EXPENDITURES</b>					
Utility Billing	974,427	996,180	990,148	1,232,654	242,506
Utility Administration	732,309	725,320	752,708	1,188,626	435,918
Water Treatment Plant	1,573,061	1,649,783	1,945,921	3,012,810	1,066,889
Water Distribution	1,719,553	1,767,124	1,900,627	2,477,378	576,751
Waste Water Treatment	5,891,912	6,049,038	6,661,735	8,197,746	1,536,011
Waste Water Collection	1,876,177	1,883,717	2,015,088	2,716,297	701,209
Septage & Grease Facility	862,999	774,357	806,197	991,605	185,408
<b>Total Operating Expenditures</b>	<b>13,630,438</b>	<b>13,845,519</b>	<b>15,072,424</b>	<b>19,817,116</b>	<b>4,744,692</b>
<b>OTHER USES AND NON-OPERATING EXPENDITURES</b>					
Other Financing Uses	-	-	-	-	-
Transfer Out - Indirect Cost	2,100,000	2,200,000	2,150,000	2,150,000	-
Transfer Out - Capital Reserve	100,000	100,000	77,432	77,432	-
Transfer Out - Capital Equipment Reserve	100,000	100,000	77,432	77,593	161
Transfer Out - Capital Projects	-	-	-	-	-
Transfer Out - Debt Service	5,279,506	5,364,704	5,419,135	5,415,940	(3,195)
Transfer Out - Operations & Maintenance	15,000,000	15,000,000	15,000,000	15,600,000	600,000
Transfer Out - Retiree OPEB	6,251	6,251	7,300	7,300	-
<b>Total Other Uses and Non-Operating Expenditures</b>	<b>22,585,757</b>	<b>22,770,955</b>	<b>22,731,299</b>	<b>23,328,265</b>	<b>596,966</b>
<b>Total Operating Expenditures and Other Uses and Non-Operating Expenditures</b>	<b>36,216,195</b>	<b>36,616,474</b>	<b>37,803,723</b>	<b>43,145,381</b>	<b>5,341,658</b>
<b>Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

City of Cayce, South Carolina  
Revenues and Other Sources (3 Year Summary)



Fiscal Year Ending June 30, 2025  
Utilities Fund (Adopted Budget)

OPERATING REVENUE	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25
Water Sales	\$	6,075,000	\$	6,100,000	\$	6,230,000	\$ 7,892,086	\$ 1,662,086
Sewer Sales		11,764,000		11,877,000		12,311,000	13,544,270	1,233,270
Reconnection Fees		31,000		35,000		38,000	38,380	380
Capacity Fees		512,000		687,000		1,237,000	1,037,370	(199,630)
Grease Waste Disposal		750,000		750,000		750,000	435,000	(315,000)
Septage Waste Disposal		975,000		900,000		900,000	909,000	9,000
Set Up Fees		95,000		80,000		88,000	88,880	880
Penalties & Misc. Fees		209,000		223,000		201,000	203,010	2,010
Miscellaneous Income		140,000		190,000		125,000	126,250	1,250
Grant Revenue		-		-		-	-	-
Total Operating Revenues		20,551,000		20,842,000		21,880,000	24,274,246	2,394,246
<b>NON-OPERATING SOURCES</b>								
Interest Income		10,000		10,000		55,000	300,000	245,000
Transfer In - Gross Revenue Fund		15,000,000		15,000,000		15,000,000	15,600,000	600,000
Transfer In - Use of Reserves		-		-		292,423	2,280,515	1,988,092
Transfer In - Use of Fund Balance		-		-		-	140,620	140,620
Transfer In - Debt Service		105,195		214,474		26,300	-	(26,300)
Transfer In - Depreciation Charge		550,000		550,000		550,000	550,000	-
Other Financing Sources		-		-		-	-	-
Other Financing Uses		-		-		-	-	-
Total Non-Operating Sources		15,665,195		15,774,474		15,923,723	18,871,135	2,947,412
Grand Total Operating Revenues and Other Non-Operating Sources	\$	36,216,195	\$	36,616,474	\$	37,803,723	\$ 43,145,381	\$ 5,341,658

City of Cayce, South Carolina  
Expenditures and Other Uses (3 Year Summary)



Fiscal Year Ending June 30, 2025  
Utilities Fund (Adopted Budget)

OPERATING EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
Utility Billing	974,427	996,180	990,148	1,232,654	242,506
Utility Administration	732,309	725,320	752,708	1,188,626	435,918
Water Treatment Plant	1,573,061	1,649,783	1,945,921	3,012,810	1,066,889
Water Distribution	1,719,553	1,767,124	1,900,627	2,477,378	576,751
Waste Water Treatment	5,891,912	6,049,038	6,661,735	8,197,746	1,536,011
Waste Water Collection	1,876,177	1,883,717	2,015,088	2,716,297	701,209
Septage & Grease Facility	862,999	774,357	806,197	991,605	185,408
Total Operating Expenditures	13,630,438	13,845,519	15,072,424	19,817,116	4,744,692
<b>NON-OPERATING USES</b>					
Transfer Out - Indirect Cost	2,100,000	2,200,000	2,150,000	2,150,000	-
Transfer Out - Capital Reserve	100,000	100,000	77,432	77,432	-
Transfer Out - Capital Equipment Reserve	100,000	100,000	77,432	77,593	161
Transfer Out - Capital Projects	-	-	-	-	-
Transfer Out - Debt Service	5,279,506	5,364,704	5,419,135	5,415,940	(3,195)
Transfer Out - Operations & Maintenance	15,000,000	15,000,000	15,000,000	15,600,000	600,000
Transfer Out - Retiree OPEB	6,251	6,251	7,300	7,300	-
Total Non-Operating Uses	22,585,757	22,770,955	22,731,299	23,328,265	596,966
Grand Total Operating Expenditures and Other Non-Operating Uses	\$ 36,216,195	\$ 36,616,474	\$ 37,803,723	\$ 43,145,381	\$ 5,341,658

# OBJECTIVES AND PERFORMANCE MEASURES

## OVERVIEW

The City of Cayce's departments work diligently to develop key objectives that are Specific, Measurable, Achievable, and Time-bound (SMART). The only direction given to departments was to develop the objectives based on their own assumptions and departmental constraints, to reinforce strengths, mitigate weaknesses, seize opportunities, protect against threats, and adhere to Council's goals and objectives as set forth by the Comprehensive Plan (CP). The following pages reflect the objectives and performance measures set forth by individual departments in their strategic planning for upcoming years. The numbers next to each performance measure indicates the relationship to specific goals.

## DEPARTMENTAL GOALS AND OBJECTIVES

### Goal 1: Provide quality customer service with operational efficiency

1

#### Objective: Recruitment and Retention

Employees are an integral resource to providing quality customer service. It is important to develop and maintain recruitment and retention programs to ensure an operationally efficient workforce.

#### Objective: Training and Career Growth

Implementing new and exciting training programs help ensure continued career growth for employees, while also ensure adequate continuity the City needs to provide quality customer service.

#### Objective: Communication

Providing services and/or programs that improve internal and external communications will help build the confidence and transparency necessary to enhance customer service and efficiency.

### Goal 2: Strive for a safe and clean community

2

#### Objective: Give back to the community

It's important to remain proactive with the community and promote various efforts to keep the City clean, safe, informed, and considered through community engagement events.

#### Objective: Prioritize Maintenance Projects

It's important to provide proper street maintenance, drainage improvements, and parks upkeep/improvements since failure to do so can result in major nuisances for citizens.

#### Objective: Proactive Police and Fire Education

Citizen education is an integral part of any successful Police or Fire Department. Using educational awareness and proactive policing initiatives teaches citizens and allows the City to promote awareness.

# OBJECTIVES AND PERFORMANCE MEASURES

## DEPARTMENTAL GOALS AND OBJECTIVES

### Goal 3: Engage the community through effective communication

3

#### Object: Citizen Engagement

Often, citizens may feel segregated from the inner workings of their City. Implementing new and innovative ways to engage with the community will promote transparency, while also providing a voice to citizens.

#### Objective: Networking and Partnerships

Strengthening external partnerships and networking with outside organizations can allow the City to better leverage every penny for projects and maintenance by seeking partnerships with business, organizations, other municipalities and State agencies.

#### Objective: Leverage technology to improve communications

Technological advances have made it possible to engage more today than was ever possible. By considering new technological solutions for improving internal and external communications, the City can foster resiliency and trust through engagement, community support, and transparency.

### Goal 4: Maintain and ensure strong financial management

4

#### Objective: Review and Update Financial Policies

Ensuring all policies and procedures are reviewed annually ensures that sound financial practices are followed across all departments of the City. Any revisions to policies need to be effectively communicated with any relevant stakeholders.

#### Objective: Financial Transparency

Keeping the citizens informed throughout the budget process and financial statement preparation is imperative to gaining public trust. By increasing public engagement in financial decisions, citizens can gain understanding on City initiatives.

#### Objective: Finance and Information Technology Audits

Financial audits that result in unqualified opinions ensure public trust. Information Technology audits are just as important since performing an IT analysis can result in cost savings by combining services, negotiating prices on current services, and eliminating unnecessary or redundant expenses.



# UTILITY DEPARTMENT

## OVERVIEW

The Utilities Department oversees the general operations of the combined water and sewer system for the City of Cayce. The department currently handles the maintenance of 283 miles of sewer lines and 222 miles of water lines. The City currently has 8,148 water customers and 13,657 sewer customers.

## INDIVIDUAL GOALS AND OBJECTIVE FOR FY 2025

- Complete new bill presentment to include Interactive Voice Response Phone Payments (IVR) and Text-to-Pay.
- Phase I Meter Replacement Project.
- Replacement of Chlorine Gas Feed with Liquid Bleach Feed System at the Water Treatment Plant.
- Add Additional High Service Pump for water tank and water distribution filling at the Water Treatment Plant.
- Replacement of six filter influent valves at the Water Treatment Plant.
- Add new 300K emergency generator at the CAE Booster Station.
- New permanent pump and control panel at the Old Barnwell pump station.
- Development of Sewer System Master Plan.
- Development of a Capital Improvement Plan.
- Development of a Hydraulic Model.

## PERFORMANCE MEASURES WITH CORRESPONDING DEPARTMENTAL GOAL

Measure Description		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Goal
Number of Water Calls	1	704	208	389	430
Peak Average Filtration Flow GPD – Water (millions)	2	3.54	3.47	4.07	4.15
Peak Average Treated Flow GPD – Sewer (millions)	2	10.887	12.233	13.353	13.500
Outstanding Long-Term Debt per Capita	4	4,502	3,967	4,077	3,900
Number of Staff per 1,000 Water Customers	1	0.93	0.93	0.99	1.00
Number of Staff per 1,000 Sewer Customers	1	0.58	0.58	0.57	0.60

## City of Cayce, South Carolina

## Department: Utility Billing

Fiscal Year Ending June 30, 2025

Utilities Fund (Adopted Budget)



EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	436,987	\$	455,865	\$	489,164	\$	578,656	\$	89,492
Overtime		13,482		12,000		15,000		22,264		7,264
FICA Expense		34,481		35,384		38,955		44,074		5,119
SC Retirement Expense		73,278		79,761		87,804		105,284		17,480
Medical Insurance		73,440		79,182		73,484		96,356		22,872
Workers Compensation Insurance		11,884		10,593		9,181		11,517		2,336
Unemployment & General Insurance		5,700		5,700		6,200		9,368		3,168
Total Salaries & Fringes		649,252		678,485		719,788		867,519		147,731
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		7,000		7,000		7,000		7,000		-
Postage Expense		40,000		45,000		50,000		75,000		25,000
Dues & Memberships		1,000		1,000		1,000		1,285		285
Travel Expense		1,000		1,000		2,000		6,800		4,800
Auto Operating Expense		10,000		12,000		15,000		15,000		-
Phone Expense		8,000		8,500		8,500		9,000		500
Service Contracts		35,325		29,075		34,460		38,200		3,740
Equipment Repairs		500		500		500		1,000		500
Hand Tools & Supplies		2,000		1,500		1,500		3,500		2,000
Safety Supplies		1,500		1,500		1,500		4,000		2,500
Uniform Expense		2,500		2,500		2,000		4,000		2,000
Janitorial Supplies		500		500		200		300		100
Vehicle Insurance		7,200		7,200		5,000		5,200		200
Employee Training Expense		2,500		2,000		2,500		4,475		1,975
Special Contracts		3,000		3,000		5,000		10,000		5,000
Collections Expense		124,100		122,600		65,800		67,500		1,700
Professional Services		-		-		65,000		7,000		(58,000)
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		246,125		244,875		266,960		259,260		(7,700)
Total Expenditures		895,377		923,360		986,748		1,126,779		140,031
Non-Capital Equipment		-		-		-		38,875		38,875
Capital Outlay		79,050		72,820		3,400		67,000		63,600
Total Expenditures & Capital Outlay	\$	974,427	\$	996,180	\$	990,148	\$	1,232,654	\$	242,506

City of Cayce, South Carolina  
**Department: Utility Administration**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	366,892	\$	388,503	\$	394,016	\$	421,418	\$	27,402
Overtime		1,500		4,705		4,895		5,290		395
FICA Expense		28,250		29,347		30,532		31,962		1,430
SC Retirement Expense		60,044		66,112		68,780		76,301		7,521
Medical Insurance		44,201		45,026		41,016		58,198		17,182
Workers Compensation Insurance		6,920		6,235		5,317		7,818		2,501
Unemployment & General Insurance		2,850		2,850		3,500		5,095		1,595
Total Salaries & Fringes		510,657		542,778		548,056		606,082		58,026
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		8,000		8,000		7,000		7,250		250
Postage Expense		9,500		2,000		1,000		1,100		100
Dues & Memberships		750		750		1,200		1,320		120
Travel Expense		4,000		4,000		5,500		9,460		3,960
Auto Operating Expense		10,000		10,000		7,000		7,000		-
Phone Expense		6,000		8,000		7,500		7,000		(500)
Service Contracts		25,082		33,092		38,302		54,125		15,823
Equipment Repairs		500		2,000		800		800		-
Hand Tools & Supplies		1,000		1,000		800		1,000		200
Safety Supplies		4,250		4,250		4,000		3,000		(1,000)
Uniform Expense		800		800		800		1,000		200
Medicals/Physicals		3,000		3,000		4,000		4,500		500
Vehicle Insurance		3,600		3,600		3,600		3,744		144
Employee Training Expense		2,000		2,000		6,000		12,345		6,345
Professional Services-Audit		43,000		10,750		10,750		11,500		750
Professional Services-Attorney		17,000		12,000		10,000		12,000		2,000
Professional Services-Engineer		17,000		12,000		10,000		10,000		-
Professional Services-Consultant		61,000		51,000		71,000		71,750		750
Easement Contracts-CSX		1,000		1,000		500		500		-
Special Contracts		2,500		2,500		2,500		2,500		-
Agent Fees-Bonds		-		8,000		8,000		5,000		(3,000)
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		219,982		179,742		200,252		226,894		26,642
Total Expenditures		730,639		722,520		748,308		832,976		84,668
Non-Capital Equipment		1,670		2,800		4,400		10,650		6,250
Capital Outlay		-		-		-		345,000		345,000
Total Expenditures & Capital Outlay	\$	732,309	\$	725,320	\$	752,708	\$	1,188,626	\$	435,918

City of Cayce, South Carolina  
**Department: Water Treatment Plant**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	494,985	\$	511,223	\$	618,230	\$	728,783	\$	110,553
Overtime		46,350		52,000		54,000		82,318		28,318
FICA Expense		41,412		42,080		52,112		60,551		8,439
SC Retirement Expense		88,104		94,952		111,067		144,878		33,811
Medical Insurance		87,444		86,771		93,782		105,705		11,923
Workers Compensation Insurance		34,841		30,415		29,905		26,225		(3,680)
Unemployment & General Insurance		21,600		21,600		30,000		39,054		9,054
Total Salaries & Fringes		814,736		839,041		989,096		1,187,514		198,418
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		550		650		700		750		50
Postage Expense		800		750		200		250		50
DHEC Permit Fees		27,687		27,687		26,500		26,500		-
Dues & Memberships		800		735		975		975		-
Travel Expense		1,000		1,000		1,000		1,600		600
Auto Operating Expense		3,500		3,500		3,500		3,500		-
Electric & Gas Expense		300,000		270,000		270,000		330,000		60,000
Phone Expense		8,400		8,400		12,000		17,500		5,500
Lubrication Supplies		1,200		1,200		750		1,200		450
Service Contracts		120,913		120,320		136,369		248,100		111,731
Equipment Repairs		50,000		70,000		93,131		145,000		51,869
Building Repairs		6,000		6,000		6,000		6,000		-
Hand Tools & Supplies		900		900		750		750		-
Electric/Light Supplies		675		700		500		500		-
Safety Supplies		2,000		2,100		1,300		2,000		700
Uniform Expense		3,000		3,000		3,000		3,225		225
Janitorial Supplies		700		850		850		900		50
Chemical Expense		185,000		235,000		340,000		411,953		71,953
Laboratory Supplies		35,000		37,000		42,000		50,000		8,000
Vehicle Insurance		2,700		2,700		2,800		2,912		112
Employee Training Expense		2,500		4,050		2,500		4,990		2,490
Professional Services-Consultant		5,000		8,000		12,000		10,000		(2,000)
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		758,325		804,542		956,825		1,268,605		311,780
Total Expenditures		1,573,061		1,643,583		1,945,921		2,456,119		510,198
Non-Capital Equipment		-		6,200		-		2,633		2,633
Capital Outlay		-		-		-		554,058		554,058
Total Expenditures & Capital Outlay	\$	1,573,061	\$	1,649,783	\$	1,945,921	\$	3,012,810	\$	1,066,889

City of Cayce, South Carolina  
**Department: Water Distribution**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 709,604	\$ 738,784	\$ 800,113	\$ 858,260	\$ 58,147
Overtime	61,026	53,139	55,000	60,731	5,731
FICA Expense	59,047	59,124	66,108	68,267	2,159
SC Retirement Expense	125,809	133,551	149,354	163,302	13,948
Medical Insurance	119,394	126,073	135,728	144,917	9,189
Workers Compensation Insurance	50,026	44,119	37,919	33,698	(4,221)
Unemployment & General Insurance	13,800	13,800	17,000	26,539	9,539
<b>Total Salaries &amp; Fringes</b>	<b>1,138,706</b>	<b>1,168,590</b>	<b>1,261,222</b>	<b>1,355,714</b>	<b>94,492</b>
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	1,000	1,000	1,000	1,000	-
Postage Expense	-	-	-	-	-
Dues & Memberships	2,600	2,600	2,849	2,399	(450)
Travel Expense	4,000	3,500	4,000	5,800	1,800
Auto Operating Expense	45,000	45,000	50,000	62,400	12,400
Electric & Gas Expense	55,000	42,000	42,000	48,000	6,000
Phone Expense	12,000	15,000	15,000	18,500	3,500
Lubrication Supplies	-	-	-	-	-
Service Contracts	191,547	204,234	216,456	230,690	14,234
Equipment Repairs	30,000	30,000	30,000	25,000	(5,000)
Building Repairs	3,000	3,000	3,000	3,100	100
Hand Tools & Supplies	10,000	10,000	8,000	8,300	300
Masonry/Cement Supplies	3,000	3,000	3,000	1,500	(1,500)
Asphalt/Grading Supplies	40,000	40,000	80,000	100,000	20,000
Safety Supplies	7,000	6,500	6,000	6,000	-
Uniform Expense	13,000	16,000	16,000	16,600	600
Janitorial Supplies	-	-	-	-	-
Chemical Expense	700	700	500	500	-
Water Distribution Repair Expense	112,000	112,000	130,000	175,000	45,000
Vehicle Insurance	16,000	16,000	16,500	16,500	-
Employee Training Expense	7,500	10,000	11,500	15,375	3,875
Professional Services-HR	-	5,000	-	-	-
Non-Capital Equipment	2,500	8,000	3,600	-	(3,600)
Capital Machines & Equipment	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>555,847</b>	<b>573,534</b>	<b>639,405</b>	<b>736,664</b>	<b>97,259</b>
<b>Total Expenditures</b>	<b>1,694,553</b>	<b>1,742,124</b>	<b>1,900,627</b>	<b>2,092,378</b>	<b>191,751</b>
Equipment-Meters	25,000	25,000	-	50,000	50,000
Capital Outlay	-	-	-	335,000	335,000
<b>Total Expenditures &amp; Capital Outlay</b>	<b>\$ 1,719,553</b>	<b>\$ 1,767,124</b>	<b>\$ 1,900,627</b>	<b>\$ 2,477,378</b>	<b>\$ 576,751</b>

City of Cayce, South Carolina  
**Department: Waste Water Treatment**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ 816,674	\$ 892,403	\$ 1,025,107	\$ 1,200,506	\$ 175,399
Overtime	29,803	33,932	33,400	38,061	4,661
FICA Expense	64,801	69,993	81,425	92,047	10,622
SC Retirement Expense	137,833	157,896	183,881	220,697	36,816
Medical Insurance	149,971	155,158	160,246	181,650	21,404
Workers Compensation Insurance	52,058	49,893	48,407	41,370	(7,037)
Unemployment & General Insurance	108,500	108,500	135,000	194,587	59,587
<b>Total Salaries &amp; Fringes</b>	<b>1,359,640</b>	<b>1,467,775</b>	<b>1,667,466</b>	<b>1,968,918</b>	<b>301,452</b>
<b>OPERATING EXPENDITURES</b>					
Printing/Office Supplies	7,900	7,000	8,000	8,240	240
Postage Expense	625	625	625	625	-
DHEC Permit Fees	3,250	3,250	3,250	3,400	150
Dues & Memberships	2,927	2,927	2,972	12,710	9,738
Travel Expense	6,000	6,000	6,000	10,500	4,500
Auto Operating Expense	54,600	54,600	76,440	84,084	7,644
Water Expense	600,000	600,000	600,000	820,500	220,500
Electric & Gas Expense	1,114,700	1,055,000	1,055,000	1,103,000	48,000
Phone Expense	35,000	40,000	35,000	37,000	2,000
Lubrication Supplies	3,400	3,400	3,400	3,400	-
Service Contracts	209,604	209,604	251,362	334,625	83,263
Equipment Repairs	300,000	350,000	400,000	695,000	295,000
Building Repairs	3,000	3,000	4,260	4,400	140
Sludge Disposal Fees	800,000	800,000	900,000	1,114,500	214,500
Hand Tools & Supplies	4,000	4,000	5,000	5,000	-
Electric/Light Supplies	5,000	5,000	1,000	1,000	-
Radio Supplies	200	200	200	200	-
Safety Supplies	10,000	10,000	10,000	19,500	9,500
Uniform Expense	9,000	10,000	7,500	13,000	5,500
Janitorial Supplies	2,000	2,000	2,000	2,000	-
Chemical Expense	322,172	420,857	477,500	567,000	89,500
Laboratory Supplies	46,000	46,000	46,000	47,380	1,380
Vehicle Insurance	17,800	18,000	19,500	20,280	780
Employee Training Expense	3,000	3,000	7,500	10,015	2,515
Professional Services-Lab Testing	55,000	55,000	58,000	59,500	1,500
Professional Fees	80,000	80,000	100,000	100,000	-
Depreciation Charge	550,000	550,000	550,000	550,000	-
Springdale Contract	1,000	1,000	1,000	1,000	-
Capital Machines & Equipment	286,094	236,400	350,108	-	(350,108)
<b>Total Operating Expenditures</b>	<b>4,532,272</b>	<b>4,576,863</b>	<b>4,981,617</b>	<b>5,627,859</b>	<b>646,242</b>
<b>Total Expenditures</b>	<b>5,891,912</b>	<b>6,044,638</b>	<b>6,649,083</b>	<b>7,596,777</b>	<b>947,694</b>
Non-Capital Equipment	-	4,400	12,652	17,279	4,627
Capital Outlay	-	-	-	583,690	583,690
<b>Total Expenditures &amp; Capital Outlay</b>	<b>\$ 5,891,912</b>	<b>\$ 6,049,038</b>	<b>\$ 6,661,735</b>	<b>\$ 8,197,746</b>	<b>\$ 1,536,011</b>

City of Cayce, South Carolina  
**Department: Waste Water Collection**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
<b>SALARIES &amp; FRINGES</b>										
Salaries	\$	700,872	\$	708,476	\$	767,393	\$	854,590	\$	87,197
Overtime		50,539		35,000		40,000		48,563		8,563
FICA Expense		57,560		56,186		62,136		66,912		4,776
SC Retirement Expense		122,815		127,185		140,671		160,464		19,793
Medical Insurance		111,292		119,936		131,069		144,460		13,391
Workers Compensation Insurance		61,514		52,697		47,597		43,817		(3,780)
Unemployment & General Insurance		20,800		20,800		23,500		37,295		13,795
Total Salaries & Fringes		1,125,392		1,120,280		1,212,366		1,356,101		143,735
<b>OPERATING EXPENDITURES</b>										
Printing/Office Supplies		-		500		300		300		-
Postage Expense		-		500		200		200		-
DHEC Permit Fees		-		-		-		-		-
Dues & Memberships		1,690		2,050		2,072		3,879		1,807
Travel Expense		5,000		4,000		6,000		10,900		4,900
Auto Operating Expense		83,750		80,000		100,000		85,000		(15,000)
Electric & Gas Expense		125,000		115,000		115,000		135,000		20,000
Phone Expense		35,000		40,000		40,000		45,000		5,000
Lubrication Supplies		300		300		300		300		-
Service Contracts		20,050		20,050		21,550		20,050		(1,500)
Equipment Repairs		185,000		200,000		250,000		317,000		67,000
Hand Tools & Supplies		8,000		8,000		8,000		12,500		4,500
Masonry/Cement Supplies		2,500		2,500		2,500		1,500		(1,000)
Asphalt/Grading Supplies		25,000		25,000		60,000		100,000		40,000
Radio Supplies		-		300		300		300		-
Safety Supplies		7,500		8,000		8,000		8,000		-
Uniform Expense		13,000		15,000		15,000		16,600		1,600
Janitorial Supplies		1,000		1,000		1,000		1,000		-
Chemical Expense		10,000		6,000		6,000		6,000		-
Collection Repair Expense		88,000		90,000		90,000		114,000		24,000
Transmission Line Operation & Maintenance		5,000		5,000		5,000		5,000		-
Vehicle Insurance		17,800		17,800		21,000		24,357		3,357
Employee Training Expense		5,000		8,000		8,000		15,810		7,810
Professional Services - Engineer		-		-		-		20,000		20,000
Springdale Contract		105,195		107,237		26,300		-		(26,300)
Capital Machines & Equipment		7,000		-		15,000		-		(15,000)
Total Operating Expenditures		750,785		756,237		801,522		942,696		141,174
Total Expenditures		1,876,177		1,876,517		2,013,888		2,298,797		284,909
Non-Capital Equipment		-		7,200		1,200		-		(1,200)
Capital Outlay		-		-		-		417,500		417,500
Total Expenditures & Capital Outlay	\$	1,876,177	\$	1,883,717	\$	2,015,088	\$	2,716,297	\$	701,209

City of Cayce, South Carolina  
**Department: Septage & Grease Facility**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022		FY 2023		FY 2024		FY 2025	Variance FY24/FY25		
SALARIES & FRINGES										
Salaries	\$	170,964	\$	208,712	\$	220,144	\$	235,358	\$	15,214
Overtime		12,340		6,608		6,608		7,327		719
FICA Expense		14,042		16,708		17,395		18,021		626
SC Retirement Expense		30,006		37,844		39,378		42,924		3,546
Medical Insurance		30,164		32,492		34,021		36,593		2,572
Workers Compensation Insurance		14,728		15,253		13,386		11,784		(1,602)
Unemployment & General Insurance		4,000		4,000		5,000		5,200		200
Total Salaries & Fringes		276,244		321,617		335,932		357,207		21,275
OPERATING EXPENDITURES										
Printing/Office Supplies		4,000		3,000		3,000		3,000		-
Postage Expense		1,000		600		500		500		-
Dues & Memberships		585		1,000		585		630		45
Travel Expense		2,000		2,000		1,500		1,590		90
Auto Operating Expense		7,000		5,000		2,000		2,000		-
Electric & Gas Expense		3,000		2,500		2,500		8,500		6,000
Phone Expense		2,500		2,500		2,000		2,000		-
Lubrication Supplies		500		500		800		800		-
Service Contracts		5,250		5,250		5,250		8,104		2,854
Equipment Repairs		100,000		100,000		100,000		100,000		-
Building Repairs		10,000		-		-		1,000		1,000
Sludge Disposal Fees		330,000		200,000		235,000		275,000		40,000
Hand Tools & Supplies		6,000		6,000		2,000		2,000		-
Electric/Light Supplies		-		500		500		500		-
Radio Supplies		-		-		-		200		200
Safety Supplies		4,000		3,500		2,500		2,500		-
Uniform Expense		5,000		5,000		5,000		5,000		-
Janitorial Supplies		1,000		1,000		800		800		-
Chemical Expense		90,500		90,500		90,500		90,500		-
Laboratory Supplies		1,500		2,000		1,000		1,000		-
Vehicle Insurance		890		890		2,000		2,080		80
Employee Training Expense		2,030		2,000		2,030		1,470		(560)
Professional Services-Lab Testing		10,000		10,000		10,800		13,824		3,024
Professional Fees		-		-		-		-		-
Capital Machines & Equipment		-		-		-		-		-
Total Operating Expenditures		586,755		443,740		470,265		522,998		52,733
Total Expenditures		862,999		765,357		806,197		880,205		74,008
Non-Capital Equipment		-		9,000		-		-		-
Capital Outlay		-		-		-		111,400		111,400
Total Expenditures & Capital Outlay	\$	862,999	\$	774,357	\$	806,197	\$	991,605	\$	185,408



City of Cayce, South Carolina  
**Department: Non-Departmental & Debt Service**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

EXPENDITURES	FY 2022	FY 2023	FY 2024	FY 2025	Variance FY24/FY25
<b>SALARIES &amp; FRINGES</b>					
Salaries	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
FICA Expense	-	-	-	-	-
SC Retirement Expense	-	-	-	-	-
Medical Insurance	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-
General Insurance	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>					
Retiree Insurance			7,300	7,300	-
Note & Lease Payments - Principal			-	-	-
Note & Lease Payments - Interest			-	-	-
Other Financing Uses			-	-	-
Indirect Cost Transfer Out			2,150,000	2,150,000	-
Capital Reserve Transfer Out			77,432	77,432	-
Capital Equipment Reserve Transfer Out			77,432	77,593	161
Transfer Out - Operations & Maintenance			15,000,000	15,600,000	600,000
Bond 2016A P&I			789,650	-	(789,650)
Bond 2016B P&I			392,850	1,186,400	793,550
Bond 2017 P&I			1,060,150	1,061,317	1,167
Bond 2020 P&I			2,224,025	2,224,523	498
Bond 2021A P&I			176,260	170,802	(5,458)
Bond 2021B P&I			51,700	49,080	(2,620)
Debt Coverage Reserved			704,500	703,818	(682)
Bad Debt Expense			20,000	20,000	-
<b>Total Operating Expenditures</b>	-	-	22,731,299	23,328,265	596,966
<b>Total Expenditures</b>	-	-	22,731,299	23,328,265	596,966
<b>Capital Outlay</b>	-	-	-	-	-
<b>Total Expenditures &amp; Capital Outlay</b>	\$ -	\$ -	<b>22,731,299</b>	<b>23,328,265</b>	<b>596,966</b>

City of Cayce, South Carolina  
**Capital Outlay and Equipment**



Fiscal Year Ending June 30, 2025  
 Utilities Fund (Adopted Budget)

**FY 2025**

**Utility Billing**

2" DCVA Backflow Devices	10,000
Replace Vehicle #4136	45,000
Itron MC4	22,000
Itron IMR Mobile Radio	2,900
Tablets for Techs (x4)	4,200
Docks and Mounts	2,000
Hotspot Boosters (x5)	1,125
Desktop Replacement (x3)	3,650
Laptops (x2) New	2,800
Replacement Desk (x1)	4,000
2 GPS - Arrow 100+ Units	8,200

<b>Total Utility Billing</b>		\$	<b>105,875</b>
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**Utility Administration**

Sewer System Master Plan & CIP	200,000
Sewer System Hydraulic Model	125,000
CMMS Evaluation - Asset Management	20,000
Storage/Filing Cabinets	3,000
GIS Drafting Table	1,500
Replacement Desk (x1)	4,000
Laptop Replacement (x1)	2,150

<b>Total Utility Administration</b>		\$	<b>355,650</b>
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**Water Treatment**

Transmission Pump at RWPS	250,000
Gate Controller for RWS	5,912
Replace Raw Transmission Pump 1	250,000
Inline Turbidimeters	48,146
pH Meter	1,433
Computer for Training Area	1,200

<b>Total Water Treatment</b>		\$	<b>556,691</b>
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**Water Distribution**

New Vehicle Purchase	45,000
Meters	50,000
300K Generator for CAE B/S	110,000
Replace Vehicle #4111	85,000
Replace Vehicle #4112	85,000
T14 Utility Trailer	10,000

<b>Total Water Distribution</b>		\$	<b>385,000</b>
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City of Cayce, South Carolina  
Capital Outlay and Equipment



Fiscal Year Ending June 30, 2025  
Utilities Fund (Adopted Budget)

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**Waste Water Treatment**

Terminal Tractor	131,500		
Dump Trailer	67,000		
A-BS Power flex Aerator VFD Spare	38,890		
Diesel Submersible Pump	54,600		
Clarifier Gate Actuators	40,000		
Post Aeration Dual VFD Cabinet	24,000		
WWTP Entrance Gates Controls	10,700		
Replace Vehicle #4161	28,000		
Replace Vehicle #4133	189,000		
Computer Replacement (x4)	5,450		
Forced Fan Hanging Heater	1,475		
WWTP Card Access	3,350		
Southwire Cable/Wire Puller	3,500		
Chlorine SO2 regulators	3,504		
<b>Total Waste Water Treatment</b>		\$	<b>600,969</b>

**Waste Water Collection**

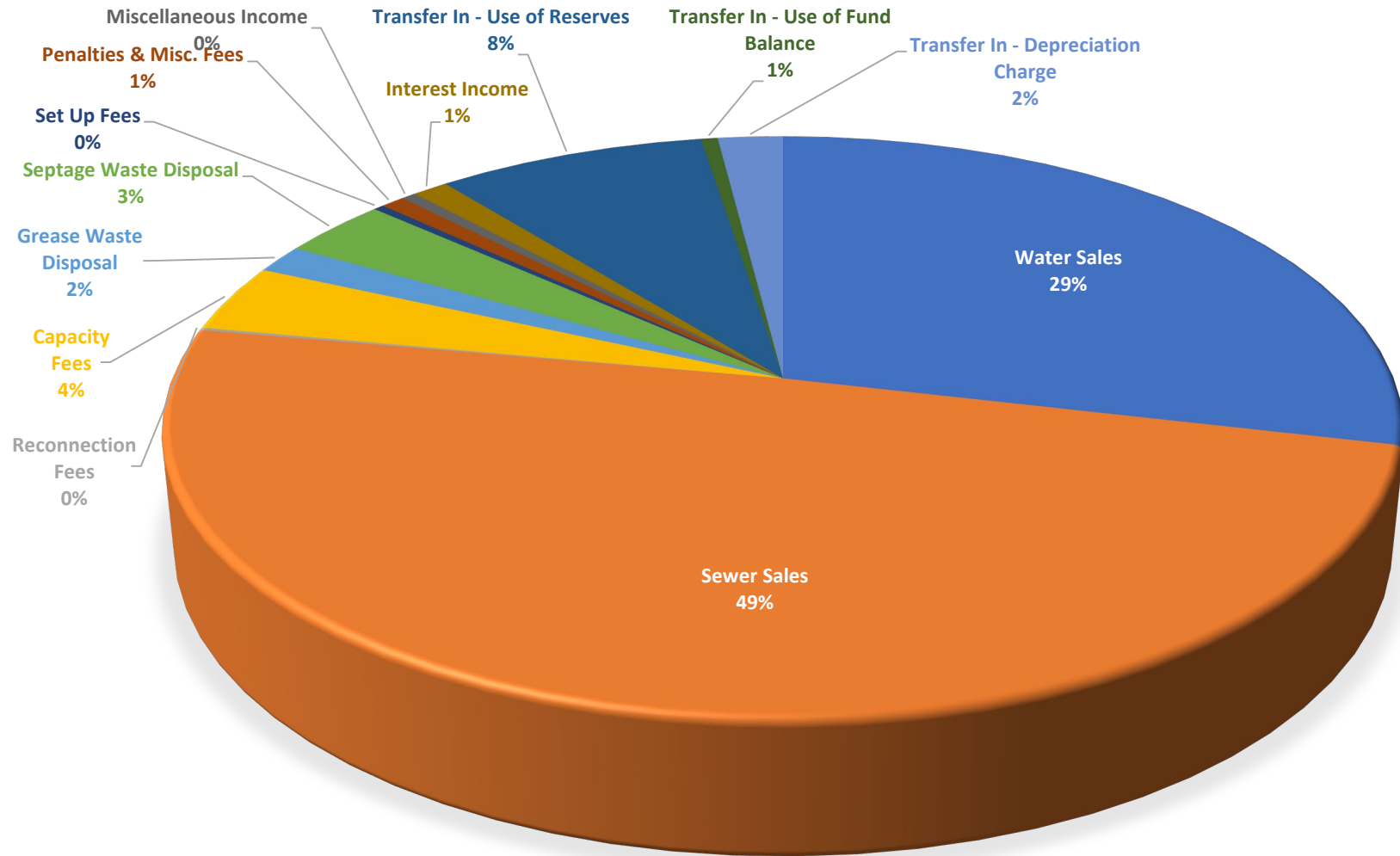
GSI Arrow Gold RTK Kit - Receiver	12,500		
SeaSnake Sewer Service Camera	15,000		
Aries Camera Head	35,000		
150Kw Generator	90,000		
Mini Excavator	55,000		
Old Barnwell Permanent Bypass Pump	210,000		
<b>Total Waste Water Collection</b>		\$	<b>417,500</b>

**Septage & Grease Facility**

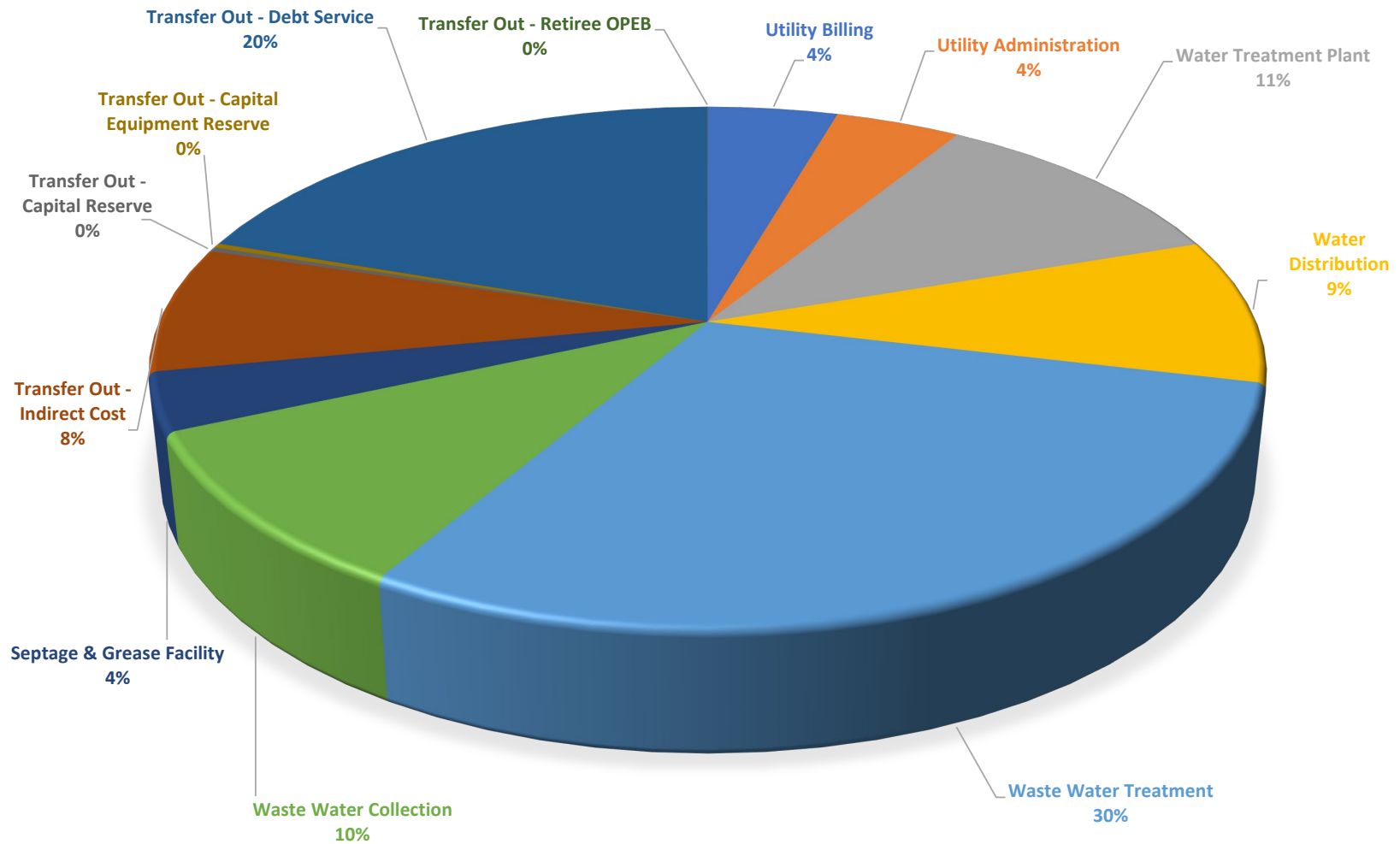
Replace Vehicle #4109	41,000		
Belt Press BFP Control Panel	70,400		
<b>Total Septage &amp; Grease Facility</b>		\$	<b>111,400</b>

<b>Total Capital Outlay</b>		\$	<b>2,533,085</b>
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# Utility Fund Revenue Sources FY 2024-2025



# Utility Fund Expenditures FY 2024-2025



WATER SERVICE RATES						
TYPE	USAGE (IN GALLONS)	INSIDE CITY			OUTSIDE CITY	
<b>Residential Water</b>	Base Rate	W1	3/4"	\$14.90	W50	3/4" \$29.80
	Per 1,000 gallons	W1	3/4"	\$4.69	W50	3/4" \$9.38
	Residential Flat Rate Water	N/A			W68	\$30.18
<b>Residential Water with Irrigation</b>	Base Rate	W2	3/4"	\$14.90	W51	3/4" \$29.80
	Per 1,000 gallons	W2	3/4"	\$4.69	W51	3/4" \$9.38
<b>Commercial Water</b>	Base Rate	W10	3/4"	\$14.90	W60	3/4" \$29.80
	Per 1,000 gallons	W10	3/4"	\$5.75	W60	3/4" \$11.50
	Base Rate	W11	1"	\$37.20	W61	1" \$74.40
	Per 1,000 gallons	W11	1"	\$5.75	W61	1" \$11.50
	Base Rate	W12	1 1/2"	\$74.43	W62	1 1/2" \$148.86
	Per 1,000 gallons	W12	1 1/2"	\$5.75	W62	1 1/2" \$11.50
	Base Rate	W13	2"	\$119.08	W63	2" \$238.16
	Per 1,000 gallons	W13	2"	\$5.75	W63	2" \$11.50
	Base Rate	W14	3"	\$223.26	W64	3" \$446.52
	Per 1,000 gallons	W14	3"	\$5.75	W64	3" \$11.50
	Base Rate	W15	4"	\$595.36	W65	4" \$1,190.72
	Per 1,000 gallons	W15	4"	\$5.75	W65	4" \$11.50
	Base Rate	W16	6"	\$893.06	W66	6" \$1,786.12
	Per 1,000 gallons	W16	6"	\$5.75	W66	6" \$11.50
	Base Rate	W17	8"	\$1,116.31	W67	8" \$2,232.62
	Per 1,000 gallons	W17	8"	\$5.75	W67	8" \$11.50
<b>Cayce Non-Billed</b>	Monitored	W30	Monitored Monthly		N/A	
<b>Fireline</b>	Monitored	W31	Monitored		W81 Monitored	
<b>Hydrant Meter</b>	Base Rate	W18		\$223.26	W69	\$446.52
	Per 1,000 gallons	W18		\$5.75	W69	\$11.50
<b>Added W19 &amp; W70-description?</b>	Base Rate	W19		\$119.08	W70	\$238.16
	Per 1,000 gallons	W19		\$5.75	W70	\$11.50
<b>Outside City Hydrant Fees</b>						
Residential	Flat Fee				W80	\$12.00
Industrial, Manufacturing, Warehouses, Truck Terminals	Square footage over 10,000 sq. ft. will be assessed additional \$1.51 per 1,000 sq. ft.				W80	\$150.00
Schools (Private & Public)	Flat Fee				W80	\$150.00
Auto Freight Terminals	Flat Fee				W80	\$180.00
Motels	First unit plus each additional unit \$2.08 each				W80	\$9.00
Restaurants	Flat Fee				W80	\$60.00
Apartments	First unit plus each additional unit \$6.00 each				W80	\$9.00
Service Stations	Per Station				W80	\$60.00
Trailer Parks	First unit plus each additional unit \$6.00 each				W80	\$9.00
Small Retail or Wholesale	Flat Fee				W80	\$60.00
RV & Camping Parks	Flat Fee				W80	\$60.00

SEWER SERVICE RATES						
TYPE	USAGE (IN GALLONS)	INSIDE CITY			OUTSIDE CITY	
Residential Sewer	Base Rate	S1	3/4"	\$16.16	S50	3/4" \$32.32
	Per 1,000 gallons	S1	3/4"	\$3.14	S50	3/4" \$6.28
	Base Rate				S51	3/4" \$32.32
	Per 1,000 gallons				S51	3/4" \$6.28
	Base Rate				S52	3/4" \$32.32
	Per 1,000 gallons				S52	3/4" \$6.28
	Cedarwood Flat Rate				S53	3/4" \$107.47
	Per Unit (Monthly)				S71	\$70.51
	Midlands Sewer Flat Rate				S72	\$52.89
	Per Unit (Monthly)					
	Midlands Sewer Mobile Home Flat Rate				S73	\$107.46
	Flat Rate - No Meter				S74	\$70.51
	Per Unit (Bi-Monthly)				S85	\$20.00
	Flat Rate Sewer				S76	\$107.46
	Per Unit (Monthly)				S81	Set by West Columbia
	Lloydwood Sewer Capacity					
	Per Unit (Bi-Monthly)					
	Flat Rate Sewer - Conversion					
	Per Unit (Bi-Monthly)					
	West Columbia Sewer					
	West Columbia Rate					
Residential Sewer	Flat Rate	S2	3/4"	\$53.74		
Unmetered	Flat Rate	S3	3/4"	\$53.74		
Commercial Sewer	Base Rate	S10	3/4"	\$16.16	S60	3/4" \$32.32
	Per 1,000 gallons	S10	3/4"	\$3.94	S60	3/4" \$7.88
	Base Rate	S11	1"	\$40.38	S61	1" \$80.76
	Per 1,000 gallons	S11	1"	\$3.94	S61	1" \$7.88
	Base Rate	S12	1 1/2"	\$80.78	S62	1 1/2" \$161.56
	Per 1,000 gallons	S12	1 1/2"	\$3.94	S62	1 1/2" \$7.88
	Base Rate	S13	2"	\$129.18	S63	2" \$258.36
	Per 1,000 gallons	S13	2"	\$3.94	S63	2" \$7.88
	Base Rate	S14	3"	\$242.24	S64	3" \$484.48
	Per 1,000 gallons	S14	3"	\$3.94	S64	3" \$7.88
	Base Rate	S15	4"	\$645.90	S65	4" \$1,291.80
	Per 1,000 gallons	S15	4"	\$3.94	S65	4" \$7.88
	Base Rate	S16	6"	\$968.86	S66	6" \$1,937.72
	Per 1,000 gallons	S16	6"	\$3.94	S66	6" \$7.88
	Base Rate	S17	8"	\$1,211.09	S67	8" \$2,422.18
	Per 1,000 gallons	S17	8"	\$3.94	S67	8" \$7.88
	Midlands Sewer Flat Rate - Monthly				S71	\$70.51
	Per REU			N/A		
	SMI Industrial	S21		\$645.90		N/A
	Base Rate	S21		\$3.94		N/A
	Per 1,000 gallons					

TAP FEES						
TYPE	BASIS	INSIDE CITY			OUTSIDE CITY	
Water Tap Fees	Per Tap	WTT	3/4"	Market Price	WTT	3/4" Market Price
	Per Tap	WTT	1"	Market Price	WTT	1" Market Price
	Per Tap	WTT	2"	Market Price	WTT	2" Market Price
	Per Tap	WTT	3" +	Market Price	WTT	3" + Market Price
Sewer Tap Fees	Per Tap	SWT		\$1,250.00	SWT	\$1,250.00

CAPACITY FEES					
TYPE	BASIS	INSIDE CITY		OUTSIDE CITY	
Water Capacity	Per REU	WSC	\$1,720.00	WSC	\$1,720.00
Sewer Capacity	Per REU	WSC	\$2,500.00	WSC	\$2,500.00

Fire Line Fees						
TYPE	BASIS	INSIDE CITY			OUTSIDE CITY	
Fire Line Fees	Per Line	WSC	6"	\$5,000.00	WSC	6" \$10,000.00
	Per Line	WSC	8"	\$10,000.00	WSC	8" \$20,000.00
	Per Line	WSC	10"	\$15,000.00	WSC	10" \$30,000.00
	Per Line	WSC	12"	\$20,000.00	WSC	12" \$40,000.00

Meter Fees							
TYPE	BASIS	INSIDE CITY			OUTSIDE CITY		
Meter Fees	Per Unit	WTT	3/4"	Market Price	WTT	3/4"	Market Price
	Per Unit	WTT	1" +	Market Price	WTT	1" +	Market Price
By-Pass Assembly 2" or Less	Per Assembly	WTT		Market Price	WTT		Market Price
By-Pass Assembly 3" and Larger	Per Assembly	WTT		Varies	WTT		Varies
By-Pass Administrative Fee	Per Assembly	MGR		\$200.00	MGR		\$200.00
Residential Irrigation Meter "T" & Box	Per Install	WTT		Market Price	WTT		Market Price

Backflow and Work Order Fees							
TYPE	BASIS	INSIDE CITY			OUTSIDE CITY		
Set Meter - No Backflow Device	Per Occurrence - 1st Offense			\$25.00			\$25.00
Set Meter - No Backflow Device	Per Occurrence - 2nd Offense			\$50.00			\$50.00
Set Meter - No Backflow Device	Per Occurrence - 3rd Offense			\$100.00			\$100.00
Non-Compliant Backflow Test	Per Test			\$150.00			\$150.00
Trip Charge <sup>1</sup>	Per Occurrence			\$75.00			\$75.00
Damaged Meter/Box Charge	Replacement Cost			Market Price			Market Price
Hydrant Flow Test	Per Test	HFT		\$150.00	HFT		\$150.00

<sup>1</sup> Applied to accounts that require trips deemed unnecessary or excessive such as, but not limited to: on-call reconnects when payments have not been made; rechecks for usage after cut-off; pulled meters; excess work order checks with no issues found or found on customer's side.

Processing / Set-Up / Misc. Fees							
TYPE	BASIS	INSIDE CITY			OUTSIDE CITY		
Water/Sewer Set-Up Fee	Per Account	SUF		\$50.00	SUF		\$75.00
Hydrant Meter Set-Up Fee	Per Account	SUF		\$250.00	SUF		\$250.00
Sewer Cap Fees	Per Cap			Direct Costs			Direct Costs
Late Payment Fee	Per Account			10%			10%
Non-Payment Fee	Per Notice			\$40.00			\$50.00
Non-Payment Fee - After Hours	Per Notice			\$25.00			\$25.00
Reconnect Additional Charge	Per Notice			\$75.00			\$75.00
Non-Payment Sewer Plug Fee	Per Notice						
Customer Payments - Online, Telephone, & Merchant Processing	Per Payment			Vendor Pricing			Vendor Pricing
Returned Check Fee	Per Check			\$30.00			\$30.00
Credit Card Dispute Fee	Per Disputed Charge			\$30.00			\$30.00

Plan Review Fees			
TYPE	BASIS	CHARGES	
DRP Review Fee - Water	Per Occurrence	MGR	\$420.00
DRP Review Fee - Sewer	Per Occurrence - 1st Offense	MGR	\$210.00
Non-DRP Review Fee - Water	Per Occurrence - 2nd Offense	MGR	\$80.00
Non-DRP Review Fee - Sewer	Per Occurrence - 3rd Offense	MGR	\$80.00

Water Distribution Charges			
TYPE	BASIS	CHARGES	
New Line Sample (Retest Only)	Per Sample Tested	MGR	\$80.00

Pretreatment Charges - Surcharges		
TYPE	BASIS	CHARGES
Ammonia	Per Pound	\$1.50
Silver	Per Pound	\$500.00
Cadmium	Per Pound	\$150.00
Copper	Per Pound	\$150.00
Lead	Per Pound	\$325.00
Zinc	Per Pound	\$100.00
TSS	Per Pound	\$0.40
BOD	Per Pound	\$0.25
COD	Per Pound	\$0.13



Pretreatment Charges - Industrial User Fees			
TYPE	BASIS	INSIDE CITY	OUTSIDE CITY
Annual Industrial User Charge	Budget Year	\$2,100.00	\$4,200.00
Non-Discharge Permit Fee	Budget Year	\$210.00	\$420.00
Waste Load Application Fee	Industry Specific	Varies	Varies
Wastewater Discharge Fee	Industry Specific	Varies	Varies
Non-Domestic Waste Survey	New Industry	\$150.00	\$150.00

Pretreatment Charges - Food Service Establishments		
TYPE	BASIS	CHARGES
First Inspection (Violation) Fee	Per Inspection	\$250.00
Successive Reinspection Fees	Per Inspection	\$500.00

Septic/Oil & Grease Receiving Station			
TYPE	BASIS	CHARGES	
Septic Waste Disposal Fee	Per Gallon	SG1	\$0.09
Oil & Grease Disposal Fee	Per Gallon	SG2	\$0.16
Hauler Truck Cleaning Fee	Per Truck	SG4	\$150.00
Silt/Debris Disposal Fee	Per Cubic Yard		\$80.00
Waste Hauler Permit Fee	Annual	SG3	\$0.00
Waste Testing Charge	Per Truck		\$300.00
Late Fee	% of Charges		10%
Non-Payment Fee	Per Notice		\$50.00

Administration (1110) Fees and Charges		
TYPE	BASIS	
<b>Printing, Reproduction, Documents</b> <sup>1</sup>		FY 24/25
Search/Prep <sup>2</sup>	Per Hour	\$26.00
Copies (B&W) 8 1/2" x 11"	Per Page	\$0.26
Copies (Color) 8 1/2" x 11"	Per Page	\$0.32
Copies (B&W) larger than 8 1/2" x 11"	Per Page	\$0.32
Maps 11" x 17" or smaller	Per Page	\$3.00
Maps larger than 11" x 17"	Per Page	\$5.00
Video, Audio, CD	Per Disc	\$11.00
Digital, Video Copy on DVD	Per Disc	\$21.00
Postage	Per Parcel	Current Rate
Large Envelope for FOIA Response	Per Envelope	\$1.12
<b>Election Fees</b>		
Council	Per Election	\$50.00
Mayor	Per Election	\$100.00
<b>Pavilion Key Deposit Fee</b>	Per Key	\$25.00
<b>Returned Check Fee</b>	Per Item	\$30.00
<sup>1</sup> Unless otherwise specified, the fees listed above apply to all departments		
<sup>2</sup> Research time involved to locate requested documents		

Municipal Court (1121) Fees and Charges		
TYPE	BASIS	
<b>Printing, Reproduction, Documents</b>		FY 24/25
Fax Services (up to 20 pages)	Per Fax	\$7.00
Certified Copies	Per Page	Cost + \$1.00
Audio Transcripts (if CD provided)	Per Request	No Cost

Sanitation (1337) Fees and Charges		
TYPE	BASIS	
<b>Bags and Containers</b>		FY 24/25
Black Garbage Bags	Per Roll	\$12.00
Yard Debris Bags	Per Bag	\$7.00
Recycle Bins	Per Bin	\$15.00
Rollcart <sup>1</sup>	Per Rollcart	Actual Cost
<b>Garbage and Debris</b>		
Residential Garbage & Recycling	Per Month	\$13.50
Tires (with or without rims) <sup>2</sup>	Per Tire	\$5.00
Constructions Debris <sup>3</sup>	20 Yard Container	\$250.00
	30 Yard Container	\$350.00
Non Residential Rollcart Pickup	Per Rollcart/Month	\$18.50
Excessive Residential Yard Debris <sup>4</sup>	Per Request	\$120.00
<sup>1</sup> To replace damaged or destroyed rollcars		
<sup>2</sup> Payment required in advance		
<sup>3</sup> Service provided upon request. Payment required in advance. Large rocks and dirt cannot be collected by		
<sup>4</sup> Fee will be determined by Supervisor on site according to apportionment based on a per truck load basis.		

Planning and Development (1463) Fees and Charges - Business License Rates		
RATE CLASS	INCOME \$0 - \$2,000 MINIMUM TAX	INCOME OVER \$2,000 RATE PER \$1,000
Class 1	\$20.00	\$1.20
Class 2	\$25.00	\$1.25
Class 3	\$30.00	\$1.30
Class 4	\$35.00	\$1.35
Class 5	\$40.00	\$1.40
Class 6	\$45.00	\$1.45
Class 7	\$50.00	\$1.50
Class 8.1 - Contractor *	\$30.00	\$1.30
Class 8.2 - 8B Railroad	Based on Population	
Class 8.3 - Telephone	\$30.00	\$1.30
Class 8.4 - Insurance **	See Below	See Below
Class 8.51 - Amusement	\$12.50 License Fee	\$12.50 Per Machine
Class 8.52 - Non-Payout	\$12.50 License Fee	\$180 Per Machine
Class 8.6 - Billiard/Pool Rooms	\$5.00 or \$12.50 per Table	\$5.00 or \$12.50 per Table
Class 9.1 - Junk/Scrap *	\$60.00	\$2.50
Class 9.2 - Pawn Brokers	\$400.00	\$1.75
Class 9.3 - Automotive/Boats/Farming	\$20.00	\$1.00
Class 9.5 - Bingo	\$300.00	\$3.10
Class 9.6 - Carnivals/Circus	\$200.00	\$5.10
9.6 - Amusement Gross Receipts *	\$200.00	\$5.10
9.6 - Coin Machine Gross Receipts *	\$200.00	\$5.10
Class 9.7 - Drinking Place	\$265.00	\$5.60
Class 9.91 - Special Events (2+ days)	\$200.00	\$5.10
Class 9.92 - Special Events (1 day)		
Up to \$2,000 Gross Income	\$50.00	\$50.00
\$2,000 to \$10,000 Gross Income	\$100.00	\$100.00
\$10,000 and Up Gross Income	\$200 First \$10,000	\$5.10 (over \$10,000)
* Non-Resident Rates Apply		
** NAICS 52411 - Life, Health and Accident: 0.75% of Gross Premiums		
NAICS 524126 - Fire and Casualty (Licensed in SC): 2% of Gross Premiums		

Planning and Development (1463) Fees and Charges - Business License Declining Rates	
GROSS INCOME IN \$ (Millions)	PERCENT OF CLASS RATE FOR EACH ADDITIONAL
0-5	100%
5-7	95%
7-9	90%
9-110	85%
Over 110	45%

Planning and Development (1463) Fees and Charges - Residential Permits		
TYPE	BASIS	
<b>Building Permit</b>		FY 24/25
\$2,999 and under	Minimum Fee	\$27.00
\$3,000 to \$49,999.99	First \$3,000	\$27.00
	Per \$1,000 thereafter	\$5.00
\$50,000 to \$499,999.99	First \$50,000	\$287.00
	Per \$1,000 thereafter	\$4.00
\$500,000 and Up	First \$500,000	\$1,985.00
	Per \$1,000 thereafter	\$3.00
Plan Review Fee	Per Plan	10% of Building Permit
<b>Plumbing Permit (Fixtures)</b>	First 3 Fixtures	\$34.00
	Per Fixture After 3	\$5.00
<b>Plumbing Permit (No Fixtures)</b>		\$34.00
	First \$3,000	Building Permit Rates
	Per \$1,000 thereafter	
<b>HVAC, Electrical, Gas (Mechanical) Permits</b>		
\$2,999.99 and Under	Minimum Fee	\$34.00
\$3,000 and Up	First \$3,000	\$34.00
	Per \$1,000 thereafter	Building Fees Apply

Planning and Development (1463) Fees and Charges - Commercial Permits		
TYPE	BASIS	
<b>Building Permit</b>		FY 24/25
\$2,999 and under	Minimum Fee	\$56.00
\$3,000 to \$49,999.99	First \$3,000	\$56.00
	Per \$1,000 thereafter	\$7.00
\$50,000 to \$99,999.99	First \$50,000	\$364.00
	Per \$1,000 thereafter	\$6.00
\$100,000 to \$499,999.99	First \$100,000	\$662.00
	Per \$1,000 thereafter	\$5.00
\$500,000 to \$999,999.99	First \$500,000	\$2,205.00
	Per \$1,000 thereafter	\$4.00
\$1,000,000 to \$9,999,999.99	First \$1,000,000	\$3,859.00
	Per \$1,000 thereafter	\$3.00
\$10,000,000 and up	First \$10,000,000	\$22,050.00
	Per \$1,000 thereafter	\$2.00
Plan Review Fee	Per Plan	50% of Building Permit
<b>Plumbing Permit (Fixtures)</b>	First 3 Fixtures	\$34.00
	Per Fixture After 3	Use Commerical Permit
<b>Plumbing Permit (No Fixtures)</b>		
	First \$3,000	\$34.00
	Per \$1,000 thereafter	\$5.00
<b>HVAC, Electrical, Gas (Mechanical) Permits</b>		
\$2,999.99 and Under	Minimum Fee	\$34.00
\$3,000 and Up	First \$3,000	\$34.00
	Per \$1,000 thereafter	Commercial Building Fees

Planning and Development (1463) Fees and Charges - Inspection Fees		
TYPE	BASIS	
<b>Residential</b>		FY 24/25
1st Re-Inspection	Per Inspection	\$29.00
2nd Re-Inspection	Per Inspection	\$58.00
3rd Re-Inspection	Per Inspection	\$84.00
Re-Inspection of Building Final	Per Inspection	\$0.00
Safety Inspection (No Permit)	Per Inspection	\$19.00
Failure to Obtain Inspection Approval	Per Inspection	\$58.00
<b>Commercial</b>		
1st Re-Inspection	Per Inspection	\$58.00
2nd Re-Inspection	Per Inspection	\$121.00
3rd Re-Inspection	Per Inspection	\$168.00
Re-Inspection of Building Final	Per Inspection	\$0.00
Safety Inspection (No Permit)	Per Inspection	\$21.00
Failure to Obtain Inspection Approval	Per Inspection	\$58.00

Planning and Development (1463) Fees and Charges - Misc. Fees and Permits		
TYPE	BASIS	
		FY 24/25
Garage Sale Permit	Per Day	\$8.00
Mobile Home Permit	Per Mobile Home	\$58.00
Demolition Permit	Per Structure	\$58.00
Communication Tower Permit <sup>1</sup>	Per Tower	
Deposit for Tower Removal	Per Tower	10%
Zoning Permit	Per Property	\$25.00
Zoning Ordinance (Copy) - Picked Up	Per Copy	\$26.00
Zoning Ordinance (Copy) - Mailed	Per Copy	\$32.00
Board of Appeals - Appeal Application	Per Application	\$168.00
Fees for Legal Services	City Incurred Costs	Actual Charges
Fees for Demolition	City Incurred Costs	Actual Charges
Fees for Lot Clearing		Actual Charges
Fees for Environmental Clean Up <sup>2</sup>		Actual Charges
Unsafe Structure Inspection	1st Inspections	No Cost
Unsafe Structure Re-Inspection	Per Inspection	\$58.00
Condemnation Resulting in Demolition	Per Property	\$278.00
Non-Vendor Event Permit Fee	Per Event	\$26.00
Chicken Permit	Per Property	\$20.00
Flood Zone Verification Letter	Per Property	\$15.00
Commercial Site Plan Review (Small)	Per Property	\$110.00
Commercial Site Plan Review (Large)	Per Property	\$200.00
Infill Development Survey	Per Property	\$110.00
Food Truck Inspection and Sticker	Per Inspection	\$25.00
Charitable Solicitation Permit	Per Day	\$25.00
Coin Operated Machine Stickers	Per Machine	\$12.50
Land Disturbance Permit for Richland County Properties	Per Property	Varies - Paid by Applicant
<sup>1</sup> Same fee as Commercial Building Permit and Plan Review Fees		

Planning and Development (1463) Fees and Charges - Sign Permits		
TYPE	BASIS	
<b>Sign Permits</b>		FY 24/25
\$1,999.99 and Under	Per Sign	\$29.00
\$2,000.00 to \$2,999.99	Per Sign	\$58.00
\$3,000.00 and Up	Per Sign	Commercial Building
Temporary Sign Permit	Per Sign	\$29.00
Permanent Sign Deposit Fee	Per Sign	N/A

Planning and Development (1463) Fees and Charges - Zoning Plan Review Fees		
TYPE	BASIS	
<b>Small Wireless Facility</b>		FY 24/25
Single Facility	Flat Up to 5	\$105.00
Multiple Facilities	Per Pole 6-20	\$53.00
On City-Owned Pole (wooden)		\$53.00
On City-Owned Pole (non-wooden)		\$210.00
<b>Subdivision Review</b>		
Minor Subdivision		\$58.00
Major Subdivision:		
Preliminary Plat review	Per Plat	\$110.00
	Per Lot	\$19.00
Preliminary Plat Revision	Per Plat Revision	\$58.00
	Per Lot	\$5.00
Final Plat review	Per Plat	\$110.00
	Per Lot	\$13.00
Final Plat Revision	Per Plat Revision	\$110.00
	Per Lot	\$13.00
PUD and plat amendments	Per Amendment Req	\$110.00
		Plus Attorney Fees
<b>Annexation *</b>		
100% petition	Per Request	\$168.00
75% petition	Per Request	\$278.00
20% Petition	Per Request	\$389.00
* Annexations initiated at the request of the City of Cayce may have fees waived.		

Planning and Development (1463) Fees and Charges - Zoning Requests and Appeals		
TYPE	BASIS	
		FY 24/25
Zoning Map amendments	Per Request	\$221.00
BZA appeals	Per Request	\$137.00
Other PC requests	Per Request	\$168.00
PUD Development	Per Request	\$278.00
		Plus Attorney Fees
Plotter/Large format copies	Per Copy	\$13.00

Community Tool Shed - Misc. Fees		
TYPE	BASIS	
		FY 24/25
Late Return Fee	Per Day	\$5.00
Fees for Failure to Return or Damages Beyond Normal Wear and Tear:		
Lawn Mower & Trimmer with Blower	Per Occurrence	\$50.00
Electric Lawn Mower, Leaf Blower, & Wheelbarrow	Per Occurrence	\$25.00
Shovel, Lopper, Rake	Per Occurrence	\$10.00
*All Community Tool Shed Fees will be assessed on the borrower's City of Cayce Utility Bill*		

Museum Fees		
TYPE	BASIS	
		FY 24/25
Private Events (up to 4 hours)	Per Event	\$300.00
Public Events (Plus Regular Admission)	Per Event	\$100.00
Friends of the Museum (Recurring Events with Small Groups)	Per Event	\$25.00
Cleaning Fee*	Per Event	\$75.00
Key Deposit	Per Occurrence	\$25.00
*Fee charged for damages or excessive cleaning needed after event.		

Police and Fire Fees and Charges		
TYPE	BASIS	
<b>Police Services</b>		FY 24/25
Fingerprinting, Civilian – Resident	Per Set	\$25.00
Fingerprinting, Civilian – Non-resident	Per Set	\$35.00
Extra-Duty Police Officer	Per Hour, Per Officer	\$65.00
Funeral Escorts	Extra Duty	(\$135 min/3 hr min) extra duty rate per hour
<b>Records</b>		
Photos/Videos to CD	Per Report	\$21.00/hr
Video/Audio to CD/DVD	Per Report	\$21.00/hr
CAD Report	Per Report	\$21.00/hr
Postage	Per Mailing	Current Rate
Search/Retrieval/Redaction	Per Hour	\$21.00/hr
Copies	Per Copy	\$1.00
Accident Report, Incident Report, Collision Report, Fire Report	Per Report/Page	\$15.00
Police Photographs, Audio or Video Recordings	Each	\$21.00
Lexus Nexus	Convenience Fee	\$8.00
<b>Animal Services</b>		
Impoundment Fees	1st Offense	\$50.00
Impoundment Fees	2nd Offense	\$100.00
Impoundment Fees	3rd Offense	\$250.00
<b>Fire Department</b>		
CPR Class (Up to 10 Students)	Per Instructor	\$105.00
First Aid Class (UP to 10 Students)	Per Instructor	\$105.00
CPR Certification Cards	Per Card	\$7.00
First Aid Certification Cards	Per Card	\$22.00
Extra Duty Fire Department Personnel	Per Hour, Per Person	\$65.00
Extra Duty Fire Dept Ladder Truck	Per Hour, Per Truck	\$220.55
Extra Duty Fire Dept Engine	Per Hour, Per Truck	\$87.14
<b>Blue Sign Program (Address Markers)</b>		
Sign with Numbers only	Each	\$17.00
Sign on 2"x 4" Post	Each	\$20.00
Sign on 2"x 4" Post (INSTALLED)	Each	\$25.00
Sign on 4"x 4" Post	Each	\$26.00
Sign on 4"x 4" Post (INSTALLED)	Each	\$30.00
<b>Police Permits</b>		
Precious Metal Permit	Per Permit, As Allowed by State Law	\$55.00



Police and Fire Fees and Charges		
TYPE	BASIS	
<b>Rotation Wrecker Services (per City Ordinance)</b>		
Vehicle Towed that is abandoned/parked unlawfully	Per Vehicle	\$85.00
Vehicle Towed for Violation	Per Vehicle	\$85.00
Vehicle Towed as a Result of Collision or Mechanical Breakdown	Per Vehicle	\$135.00
Heavy Duty Vehicle Towed as Result of Collision or Mechanical Breakdown	Per Hour	\$110.00
"No Tow" fee if owner claims vehicle before towing company leaves scene	Per Vehicle	\$35.00
Roadside Assistance (Tire Changes / Jump Starts)	Per Occurrence	\$35.00
Storage for All Vehicles (No Charge if vehicle claimed during same calendar day)	Per Day	\$20.00
<b>Sprinkler Plan Review (New Systems)</b>		
Less than 20 heads	Each Plan	\$53.00
21-50 heads	Each Plan	\$79.00
101 – 200 heads	Each Plan	\$105.00
Over 200 heads	Each Plan	\$210.00
Each Additional 100 heads or fraction thereof	Per 100 Heads	\$50.00 (\$500.00 Max)
* Same fees for renovated or remodeled systems		
<b>Kitchen Hood Extinguishing System Plan Review</b>		
System Plan	Per Plan	\$79.00
<b>Construction Plan Review *</b>		
Commercial (New)	Per 1,000 sq. ft.	\$25.00 (\$500.00 Max)
Commercial Alterations	Per 2,500 sq. ft.	\$50.00 (\$200.00 Max)
Residential (Multi-Family)	Per 1,000 sq. ft.	\$25.00 (\$500.00 Max)
* Fees only applicable when Building Official Review is not required.		
<b>Fire Alarm Systems Plan Review</b>		
< 20 devices	Each plan	\$26.00
21 – 50 devices	Each plan	\$53.00
51 – 75 devices	Each plan	\$79.00
76 – 100 devices	Each plan	\$105.00
> 100 devices	Each plan	\$105.00
	Each Device above 100	\$25.00 (\$300.00 Max)
Other plans not specifically listed	Each plan	\$79.00

Police and Fire Fees and Charges		
TYPE	BASIS	
<b>New Sprinkler System Permit Fees</b>		
1 – 10 heads	Each permit	\$116.00
11 – 25 heads	Each permit	\$173.00
26 – 200 heads	Each permit	\$231.00
> 200	Each permit	\$231.00
	Each head > 200	\$0.53
		(\$2,000.00 Max)
<b>Sprinkler Modification Permit Fees</b>		
2 -20 heads	Each permit	\$37.00
21 – 100 heads	Each permit	\$79.00
101 – 200 heads	Each permit	\$158.00
> 200 heads	Each permit	\$158.00
	Each head > 200	\$0.26
		(\$2,000.00 Max)
*Permit not required when modifying less than 2		
<b>New Alarm System Permit Fees</b>		
1 – 10 devices	Each permit	\$105.00
11 – 25 devices	Each permit	\$173.00
26 – 200 devices	Each permit	\$231.00
> 200 devices	Each permit	\$231.00
	Each device above 200	\$0.53
		(\$1,000.00 Max)
<b>Fire Alarm System Remodel Permit Fees</b>		
1 – 5 devices	Each permit	\$37.00
6 – 25 devices	Each permit	\$79.00
26 – 100 devices	Each permit	\$158.00
101 – 200 devices	Each permit	\$231.00
> 200 devices	Each permit	\$231.00
	Each device > 200	\$0.53
		(\$1,000.00 Max)
<b>Clean Agent Extinguishing System Permit Fees</b>		
1 – 50 heads	Each Permit	\$158.00
> 500 heads	Each Permit	\$158.00
	Each head above 50	\$0.53
		(\$2,000.00 Max)
<b>Misc. Fire Permits and Fees</b>		
Dry and Wet Chemical Systems	Each Permit	\$79.00
Standpipe Systems	Each Permit	\$79.00
Radio Repeaters (BDA's)	Each Permit	\$158.00
Carbon Dioxide Tanks (> 100 lbs)	Each Permit	\$79.00
Re- Inspection (New Construction, Remodel, No Show/Missed appointments)	Each Permit (Per Building)	\$53.00
*All other permits per IFC Section 105	Each Permit	\$79.00
Hazardous Material Fee	Each Occurrence	Actual Charges

Police and Fire Fees and Charges		
TYPE	BASIS	
<b>Fire Marshall Fees</b>		
Fire Pump Test	Per Test	\$166.00
Standpipe Flow Test	Per Test	\$110.00
(additional test at same location)	Per Test	\$56.00
Spray Paint Booth	Per Inspection	\$221.00
Kitchen Hood Extinguishing System Test	Per Test	\$166.00
Occupancy Card Request	Per Card	\$34.00
Duplicate Occupancy Card	Per Card	\$12.00
Property or Insurance Request	Each Request	\$17.00
Special Duty Rate for Fire Marshal	Per Hour	\$45.00