

**Richland County Recreation Commission
Regular Board Meeting Packet
Monday, June 19, 2017**

ITEMS ENCLOSED:

Board Agenda June 19, 2017

Minutes from May 15, 2017 Regular Board Meeting and Special Call Board Meetings from May 23, 2017 and May 31, 2017

Financial Division Reports

Nepotism Policy

Request for Waiver of Facility Fees from:

Federation of Families of South Carolina

Richland County Government/SC Uplift

Scholastic Soccer Program/University of South Carolina

*** Division Reports (For Your Information) ***

Richland County Recreation Commission
Regular Board Meeting Agenda
June 19, 2017
6:00PM

1. Call to Order:

Commissioner Clark is scheduled to call the meeting to order.

2. Adoption of Agenda: (Action)

3. Minutes: (Action)

Commissioner Clark will request the Board to approve minutes from the May 15, 2017 Regular Board Meeting and the Special Call Board Meetings for May 23, 2017 and May 31, 2017.

4. Public Input:

Citizens requesting to address the Board must sign up in advance prior to the beginning of the meeting and are limited to two minutes each.

5. Financial Report: (Information)

Kasey Wilson will present to Board. (Attachment)

6. Nepotism Policy Update: (Information)

David Stringer, Division Head Human Resources, will present to Board. (Attachment)

7. New Business:

None

8. Other Business:

A. Bryan Crider, Division Head Property Management, will present to Board Mr. Alan Wells and Ms. Jennifer Bragg from the Richland County Transportation Penny Program-Presentation: (Action)

B. Tara Dickerson, Chief of Staff, will present Agency updates to Board.

Ms. Dickerson will present Request for Waiver of Facility Fees from Federation of Families of South Carolina and Richland County Government and SC Uplife: (Action)

9. Executive Session:

A. Legal Updates

B. Personnel Matter

10. Election of Officers:

Commissioner Clark will call for the election of the Commission offices of Chair, Vice Chair and Secretary for the term of 2017-2018.

11. Adjournment

REVISED

**Richland County Recreation Commission
Regular Board Meeting Minutes
May 15, 2017
6:00PM**

Commissioners in Attendance:

Thomas Clark
Lisa Cotten
Jermaine Johnson, Sr.
Robert Lapin
Cynthia Shepard
Donzetta Lindsay
Stephen Venugopal

RCRC Staff in Attendance:

Tara Dickerson
David Stringer
Robert Hickman
Bryan Crider
Marta Aldinger
Connie Reaves
Felicia Venable
Kasey Wilson
Tiyana Henley
Michael Marshall
Erica Smalls
William Daugherty
Charles Eubanks
Brandolyn Blanding
Cornelia Watts

Others in Attendance

Mayor Bob Coble, Interim Parliamentarian

1. Call to Order:

Tara Dickerson, Chief of Staff, called the meeting to order at 6:00pm and stated that the first order of business would be to elect an interim Chair who will preside over the meeting until a permanent Chair is elected in June.

Motion to elect Commissioner Clark as interim Chair made by Commissioner Lindsay, second by Commissioner Shepard. Motion approved unanimously by all members present: Clark, Lindsay, Shepard, Lapin, Johnson, Cotten and Venugopal.

2. Adoption of Agenda: (Action)

Motion to adopt the agenda made by Commissioner Cotten, second by Commissioner Lindsay. Motion approved unanimously by all members present: Cotten, Shepard, Lindsay, Lapin, Johnson, Venugopal and Clark.

Tara Dickerson, Chief of Staff, stated that the next item on the Agenda is the minutes from November 2016 and since most of the Commissioners were not present, the minutes are presented for information and acceptance.

3. Minutes: (Information)

Motion to accept the November 21, 2016 minutes made by Commissioner Venugopal, second by Commissioner Lindsay. Motion approved unanimously by all members present: Venugopal, Shepard, Clark, Johnson, Lindsay, Lapin and Cotten.

4. Public Input:

Ms. Barbara Rump, a representative from the arthritis class at the Adult Activity Center spoke on behalf of Mr. Jeff Brown, instructor of the class.

Ms. Barbara Roach, a representative from the 50+ dance class at the Adult Activity Center spoke on behalf of Mr. Jeff Brown.

Chair Clark advised representatives that personnel matters could not be discussed and referred to Tara Dickerson, Chief of Staff, for follow-up.

5. Financial Report: (Information)

Kasey Wilson, Financial Operations, reviewed financial reports included in the Board's packet.

6. New Business:

Tara Dickerson thanked the Board members for their commitment to serve the citizens of Richland County and then gave a brief overview on events of importance since the last Board meeting as follows:

Management staff worked together to develop and finalize the agency's FY 2017/2018 budget. The proposed budget was submitted to Richland County on May 3, 2017. The proposed FY 2017/2018 budget asks for a 4.7% increase over last years' budget;

Management staff has already implemented some of the recommendations of the Richland County's Management Audit of RCRC which was finalized on March 24, 2017. We plan to provide the Board with periodic reports on our progress in achieving these goals; for the last year we have focused on following good business practices and have made a concerted effort to follow all policies approved by the Board;

After the successful completion and finalization of the Management Audit, Richland County Council voted to release the remainder of RCRC's approved FY2016/2017 budget funds;

Lastly, Tara recognized all staff who have pulled together during the last several months and she also thanked our patrons who continue to support our programs.

Commissioner Johnson stated that he needed clarification on why the drastic change from one year to the next with some of the line items and Ms. Dickerson stated that in the future the Board will vote on the budget before submitting to Council but circumstances did not allow a vote for approval or a meeting before submitting. Ms. Dickerson advised that she can give clarification on any specific line item along with documentation at his request.

Commissioner Johnson questioned the signing of the MOU requested by County Council and Ms. Dickerson advised that she has been in contact with our Liaison from the county and we have not been provided with the final Memorandum of Understanding at this time and once it is provided, it will be presented to the Board.

Commissioner Cotten inquired about the Management Audit; requesting a working list of the recommendations that have been implemented and recommendations that we plan to implement. Ms. Dickerson stated that she included a letter in the proposed budget which outlined some of the items that have already been completed and she will provide a complete list. Ms. Dickerson added, also included in the orientation package was a complete copy of the management audit. Commissioner Cotten stated that she had reviewed the audit and wanted to know what the plans were for implementing and not implementing from the other recommendations. Ms. Dickerson stated that she would provide that information.

Motion to go into Executive Session to discuss legal and personnel matters made by Commissioner Johnson, second by Commissioner Cotten. Motion approved unanimously by all members present; Clark, Cotten, Johnson, Shepard, Venugopal, Lindsay and Lapin.

Commissioners entered Executive Session at 6:27p.m.

EXECUTIVE SESSION

Executive Session ended at 7:42p.m.

Chair Clark stated that no action was taken in Executive Session.

Motion to direct staff and our legal counsel to continue to work with the IRF with any outstanding litigation made by Commissioner Venugopal, second by Commissioner Lindsay. Motion approved; Clark, Venugopal, Lindsay, Lapin, Shepard and Johnson. Commissioner Cotten recused from the vote.

Motion for staff to begin the national search for an Executive Director made by Commissioner Lapin, second by Commissioner Cotten. Motion approved unanimously by all members present; Clark, Lapin, Cotten, Lindsay, Shepard, Johnson and Venugopal.

Motion for Human Resources to craft a tighter nepotism policy going forward made by Commissioner Shepard, second by Commissioner Venugopal. Motion approved unanimously by all members present; Clark, Shepard, Venugopal, Lapin, Johnson, Cotten and Lindsay.

Motion to retain Counsel to amend the bylaws made by Commissioner Johnson, second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Johnson, Lindsay, Shepard, Lapin, Venugopal and Cotten.

7. Other Business:

None

Motion to adjourn meeting made by Commissioner Clark, second by Commissioner Lapin. Motion approved unanimously by all members present; Clark, Lapin, Venugopal, Shepard, Lindsay, Cotten and Johnson.

8. Adjournment:

The meeting adjourned at 7:46p.m.

Thomas Clark, Interim Chair

Minutes approved on this _____ day of _____ 2017.

**Richland County Recreation Commission
Special Call Board Meeting Minutes
May 23, 2017
5:30PM**

Commissioners in Attendance:

Thomas Clark, Interim Chair
Lisa Cotten
Jermaine Johnson, Jr.
Robert Lapin
Cynthia Shepard
Stephen Venugopal

RCRC Staff in Attendance:

Tara Dickerson
Kasey Wilson
David Stringer
Robert Hickman
Connie Reaves
Bryan Crider
Felicia Venable
William Daugherty
Cornelia Watts

Others in Attendance:

Mayor Bob Coble, Interim Parliamentarian

1. Call to Order:

Commissioner Clark call the meeting to order at 5:30p.m.

2. Adoption of Agenda:

Motion to adopt the agenda made by Commissioner Clark and second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Johnson, Shepard, and Venugopal.

3. RCRC Budget FY 2017-2018

Commissioner Clark opened the floor for discussion.

Commissioner Lapin entered at 5:35p.m.

Commissioner Cotten entered at 5:37p.m.

Ms. Dickerson and RCRC staff explained the budget process and entertained questions.

Motion requesting staff to do an audit of all summer camps and after school programs by site for the last five years including number of kids and amount of money spent made by Commissioner Venugopal, second by Commissioner Shepard. Discussion; Motion approved unanimously by all members present: Clark, Venugopal, Shepard, Lapin, Johnson and Cotten.

Commissioner Venugopal left meeting at 6:28p.m.

Motion requesting Ms. Dickerson and staff to have a conversation with JUMPS to get clarification about what JUMPS is, what JUMPS is doing and if they will assist RCRC with the summer programs made by Commissioner Johnson, second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Johnson, Shepard, Cotten and Lapin.

Motion to add a free half day summer camp site at either Bluff Road or Hopkins Park, whichever site has the most kids made by Commissioner Johnson, second by Commissioner Lapin. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Shepard and Cotten.

Motion to get staff to give recommendations on a plan to increase revenue within athletics and programming made by Commissioner Lapin and second by

Commissioner Johnson. Motion approved unanimously by all members present; Clark, Lapin, Johnson, Shepard and Cotten.

Motion to accept the budget review as information made by Commissioner Lapin, second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Lapin, Shepard, Cotten and Johnson.

Motion to amend agenda to add Executive Session to the agenda for legal and personnel matters made by Commissioner Lapin, second by Commissioner Cotten. Motion approved by 2/3 vote.

Commissioners entered Executive Session at 7:50p.m.

Executive Session

Executive Session ended 8:52p.m.

Commissioner Clark stated that no votes were taken in Executive Session.

Motion to adjourn meeting made by Commissioner Clark and second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Shepard, Lapin, Cotten and Johnson.

4. Adjournment:

Meeting adjourned at 8:52p.m.

Thomas Clark, Interim Chair

Minutes accepted on this _____ day of _____ 2017.

**Richland County Recreation Commission
Special Call Board Meeting Minutes
May 31, 2017
5:30PM**

Commissioners in Attendance:

Thomas Clark
Lisa Cotten
Robert Lapin
Cynthia Shepard
Donzetta Lindsay
Stephen Venugopal
Jermaine Johnson, Sr.

RCRC Staff in Attendance:

Tara Dickerson
David Stringer
Bryan Crider
Kasey Wilson
Connie Reaves
Cornelia Watts

Others in Attendance:

Mayor Bob Coble, Interim Parliamentarian
Sam Johnson, Nexsen/Pruett

1. Call to Order:

Commissioner Clark called the meeting to order at 5:30p.m.

2. Adoption of Agenda:

Motion to adopt the agenda made by Commissioner Johnson and second by Commissioner Venugopal. Motion approved unanimously by all members present; Clark, Johnson, Venugopal, Lapin, Cotten, Lindsay and Shepard.

Motion to go into Executive Session to discuss legal matters made by Commissioner Shepard and second by Commissioner Venugopal. Motion approved unanimously by all members present; Clark, Shepard, Venugopal, Lindsay, Lapin, Cotten and Johnson.

Motion to amend motion to go into Executive Session to receive legal advice to comply with FOIA and procurement statues and ordinances made by Commissioner Shepard and second by Commissioner Lindsay. Motion approved unanimously by all members present; Clark, Shepard, Venugopal, Lindsay, Lapin, Johnson and Cotten.

3. Executive Session

Commissioner Clark stated that no decisions were made, no actions were taken in Executive Session.

Motion to adjourn meeting made by Commissioner Clark and second by Commissioner Venugopal. Motion approved unanimously by all members present; Clark, Venugopal, Lindsay, Cotten, Lapin, Johnson and Shepard.

5. Adjournment

Meeting adjourned at 6:36p.m.

Thomas Clark, Interim Chair

Minutes approved on this _____ day of _____ 2017.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

FROM: Kasey Wilson, Director of Finance

DATE: 6/13/17

RE: Monthly Updates May 2017

1. Department: Payroll
 - a. Payroll is increasing with summer staff
2. Department: Accounts Payable
 - a. Processed 330 checks for RCRC totaling \$441,706
 - b. Processed 33 checks for LinRick totaling \$64,688
3. Department: Interim Division Head of Finance
 - a. RCRC Expenditures are down 6% compared to last year
 - b. RCRC Revenue is up 5% compared to last year
 - c. LinRick Revenue is down 9% compared to last year
 - d. LinRick Expenditures are down 18% compared to last year
 - e. Working with procurement for new accounting software to be more efficient and adhere to the purchasing policy.
 - f. Checking over accounts with great detail since the end of the fiscal year is approaching
 - g. Reconciling general ledger accounts

Attached:

- (A): Cash Flow for RCRC
- (B): Budget to Actual compared to prior year w/Budget RCRC
- (C): Cash Flow for LinRick
- (D): Budget to Actual compared to prior year w/Budget LinRick
- (E): Revision to the budget Report for 17-18

ESTIMATED RCRC CASH FLOW 16-17

A

FY 16-17 MONTHLY EXPENSE - REVENUE COMPARISON

EXPENSES				REVENUES			
MONTH	NET PAYROLL & PR TAXES	WH & OTHER CASH DISBURSEMENTS	TAX REVENUE	OTHER PROCEEDS	CASH BALANCE	Actual Numbers from FY 15-16	Cash Bal Diff fr current to LY
			BEGINNING BALANCE				
JUL	\$ 804,527.74	\$ 325,631.11	\$205,988.86	\$ 277,220.57	\$ 5,883,914.30	\$ 5,748,844.00	135,070
AUG	\$ 754,719.77	\$ 440,432.85	\$151,605.41	\$ 240,231.41	\$ 5,236,964.88	\$ 4,526,075.00	710,890
SEP	\$ 933,897.76	\$ 427,936.52	\$201,757.91	\$ 243,441.69	\$ 4,433,649.08	\$ 3,656,060.00	777,589
OCT	\$ 604,626.69	\$ 527,971.22	\$186,245.92	\$ 168,850.80	\$ 3,517,014.40	\$ 2,901,812.00	615,202
NOV	\$ 697,406.54	\$ 342,153.64	\$212,112.05	\$ 145,454.70	\$ 2,739,513.21	\$ 1,887,110.00	852,403
DEC	\$ 596,010.86	\$ 408,547.46	\$1,561,370.70	\$ 80,925.47	\$ 2,057,519.78	\$ 1,215,589.00	841,931
JAN	\$ 697,031.48	\$ 305,875.47	\$2,465,919.65	\$ 171,858.67	\$ 2,695,257.63	\$ 782,600.00	1,912,658
FEB	\$ 470,086.58	\$ 901,064.87	\$ -	\$ 201,188.45	\$ 4,330,129.00	\$ 4,881,391.00	-551,262
MAR	\$ 931,989.22	\$ 354,507.54	\$ -	\$ 238,824.71	\$ 3,160,166.00	\$ 7,242,164.00	-4,081,998
APR	\$ 496,006.96	\$ 555,484.83	\$7,682,790.67	\$ 223,435.35	\$ 2,112,493.95	\$ 7,972,438.00	-5,859,944
MAY	\$ 644,889.53	\$ 445,223.78	\$816,498.82	\$ 203,871.41	\$ 8,967,228.18	\$ 6,964,664.00	2,002,564
JUN	\$ 600,000.00	\$ 420,000.00		\$ 150,000.00	\$ 8,897,485.10	\$ 6,857,044.00	2,040,441
					\$ 8,027,485.10	\$ 5,883,914.29	2,143,571
	8,231,193	454,569	13,484,289.99	195,442	4,773,755	4,655,362	118,393
	Averages	Averages	Totals	Averages	Averages	Averages	Averages
Notes:	*Estimates Only						
	Indicates 3 payrolls in a month						
	Indicates actual numbers						
					DUE FROM COUNTY FOR FY16-17		

B

**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

REVENUE:

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
5000-01-000-000 TAXES APPORTIONED	13,470,125.00	816,498.82	13,484,289.49	-14,164.49	100	814,884.28	13,049,376.89
5200-01-004-000 REV - SENIOR PROGRAMS	0.00	-288.00	1,554.00	-1,554.00	0	-15.00	2,290.00
5200-01-005-000 REV - ADMIN-MAIN OFFICE	0.00	945.30	13,400.19	-13,400.19	0	1,014.03	14,818.38
5200-01-006-000 REV - ADAPTIVE RECREATION	0.00	21.00	4,379.00	-4,379.00	0	21.00	939.00
5200-01-007-000 REV - ADULT ACTIVITY CENTER	0.00	11,930.95	133,632.06	-133,632.06	0	11,503.92	112,107.35
5200-01-008-000 REV - CAMP SUNSHINE	0.00	6,340.00	21,619.00	-21,619.00	0	3,892.00	18,536.00
5200-01-011-000 RECREATION SPECIAL EVENTS	0.00	0.00	4,446.00	-4,446.00	0	0.00	5,196.75
5200-01-013-000 ATHLETIC LEAGUE FEES	0.00	2,520.00	44,276.00	-44,276.00	0	-1,075.00	72,114.63
5200-01-013-001 REV - SC MIDLANDS POP WARNER	0.00	0.00	2,875.53	-2,875.53	0	0.00	0.00
5200-01-013-002 REV - BLYTHEWOOD BASEBALL LEAGUE	0.00	0.00	4,301.00	-4,301.00	0	0.00	0.00
5200-01-013-003 REV - TRENHOLM LITTLE LEAGUE	0.00	0.00	6,275.00	-6,275.00	0	0.00	0.00
5200-01-013-004 REV - IRMO LITTLE LEAGUE	0.00	0.00	3,724.00	-3,724.00	0	0.00	0.00
5200-01-013-005 REV - COLUMBIA UNITED	0.00	0.00	21,825.20	-21,825.20	0	0.00	3,000.00
5200-01-013-007 REV - DENTSVILLE LEAGUE FEES	0.00	0.00	2,099.00	-2,099.00	0	0.00	0.00
5200-01-013-008 REV - NE FOOTBALL ASSOC. FEES	0.00	0.00	725.60	-725.60	0	0.00	0.00
5200-01-015-000 REV - DAY CAMPS	0.00	21,696.00	129,872.00	-129,872.00	0	7,540.00	111,424.50
5200-01-020-000 REV - AFTER SCHOOL CAMP	0.00	22,582.00	221,076.61	-221,076.61	0	19,886.50	177,367.25
5200-01-020-001 REV - GRANT PROGRAMMING	0.00	0.00	14,548.00	-14,548.00	0	0.00	0.00
5200-01-030-000 REV - SUMMER AFTERNOON PROGRAM	0.00	60.00	40,749.00	-40,749.00	0	5,265.00	42,550.00
5200-01-031-000 REV - ADULT BASKETBALL	0.00	0.00	1,000.00	-1,000.00	0	0.00	2,300.00
5200-01-032-000 REV - SOFTBALL	0.00	0.00	5,845.00	-5,845.00	0	0.00	9,230.00
5200-01-032-001 REV - SOFTBALL/BASEBALL TOURNAMENTS	0.00	0.00	12,018.85	-12,018.85	0	2,098.00	9,880.00
5200-01-033-000 REV - ATHLETIC PROGRAMS	0.00	0.00	1,905.00	-1,905.00	0	4,200.00	5,436.00
5200-01-033-001 REV - ATHLETIC SPONSORSHIPS	0.00	0.00	14,650.00	-14,650.00	0	0.00	3,480.00
5200-01-033-002 REV - YOUTH BASKETBALL	0.00	18,283.50	72,088.00	-72,088.00	0	32,014.00	70,859.55
5200-01-033-003 REV - FLAG FOOTBALL	0.00	-50.00	10,708.40	-10,708.40	0	0.00	8,461.51
5200-01-033-004 REV - YOUTH SOFTBALL/BASEBALL	0.00	0.00	40.00	-40.00	0	0.00	360.00

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RevenueExpenditureInclPriorYearBudgetFirst

B

**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
5200-01-033-005 REV - KICKBALL	0.00	150.00	7,000.00	-7,000.00	0	420.00	5,860.00
5200-01-033-006 REV - T-BALL	0.00	0.00	4,236.50	-4,236.50	0	0.00	3,823.75
5200-01-033-007 REV - SHINKICKERS/SOCCER	0.00	-70.00	23,038.50	-23,038.50	0	0.00	17,264.50
5200-01-035-000 REV - PROPERTY MANAGEMENT	0.00	1,928.35	38,824.04	-38,824.04	0	0.00	0.00
5200-01-045-000 REV - BALLENTINE PARK	0.00	2,053.00	19,812.00	-19,812.00	0	1,373.00	17,686.90
5200-01-060-000 REV - BLUFF ROAD PARK	0.00	1,187.70	14,690.59	-14,690.59	0	385.28	14,151.10
5200-01-065-000 REV - BLYTHEWOOD PARK	0.00	3,418.37	38,627.02	-38,627.02	0	2,714.36	34,891.52
5200-01-070-000 REV - CAUGHMAN ROAD PARK	0.00	2,482.83	18,714.14	-18,714.14	0	2,251.61	21,497.96
5200-01-074-001 REV - CRANE CREEK CSI	0.00	0.00	2.00	-2.00	0	0.00	2.00
5200-01-074-003 REV - CRANE CREEK GYM	0.00	725.58	22,835.37	-22,835.37	0	2,415.83	10,573.33
5200-01-076-000 REVENUE - CRANE FOREST PARK	0.00	0.00	150.00	-150.00	0	0.00	0.00
5200-01-080-000 REV - CROSS ROADS COMMUNITY CENTER	0.00	476.00	3,769.00	-3,769.00	0	1,195.00	3,595.00
5200-01-082-000 REV - DENNY TERRACE	0.00	19.36	2,723.55	-2,723.55	0	39.31	2,951.11
5200-01-084-000 REV - DENNY TERRACE GYM	0.00	658.00	15,812.25	-15,812.25	0	125.00	8,670.25
5200-01-085-000 REV - EASTOVER PARK	0.00	428.83	2,902.95	-2,902.95	0	244.52	3,328.22
5200-01-086-000 REV - EASTOVER POOL	0.00	0.00	1,288.00	-1,288.00	0	0.00	693.58
5200-01-090-000 REV - FOREST LAKE PARK	0.00	1,301.44	17,581.43	-17,581.43	0	2,143.33	16,352.05
5200-01-095-000 REV - FRIARSGATE PARK	0.00	918.74	13,851.63	-13,851.63	0	1,828.11	22,999.34
5200-01-100-000 REV - GADSDEN PARK	0.00	888.00	6,130.00	-6,130.00	0	615.00	5,098.00
5200-01-100-002 REV - GADSDEN DONATIONS	0.00	0.00	1,000.00	-1,000.00	0	0.00	0.00
5200-01-103-000 REV - GF ADULT ACTIVITY CENTER	0.00	3,288.50	45,312.60	-45,312.60	0	3,640.00	52,363.00
5200-01-104-000 REV - GF TECHNOLOGY CENTER	0.00	95.45	1,060.51	-1,060.51	0	127.00	1,331.38
5200-01-110-000 REV - HOPKINS PARK SENIOR CENTER	0.00	884.00	10,483.68	-10,483.68	0	618.10	7,501.78
5200-01-115-000 REV - HOPKINS PARK	0.00	82.99	4,649.12	-4,649.12	0	488.52	7,228.55
5200-01-120-000 REV - HOPKINS POOL	0.00	0.00	934.00	-934.00	0	0.00	1,563.00
5200-01-128-000 REV - KELLY MILL	0.00	1,500.00	24,050.00	-24,050.00	0	2,225.00	8,550.20
5200-01-128-001 REV - KELLY MILL CONCESSIONS	0.00	7,588.44	44,305.00	-44,305.00	0	6,260.25	20,454.33
5200-01-130-000 REV - KILLIAN PARK	0.00	1,560.48	14,975.37	-14,975.37	0	2,091.52	23,093.45
5200-01-140-000 REV - MEADOWLAKE PARK	0.00	2,179.99	27,589.81	-27,589.81	0	1,726.37	20,995.04

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RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR

FY 2016-2017

05/01/2017 TO 05/31/2017

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
5200-01-143-000 REV - NEW CASTLE	0.00	1,113.00	14,663.50	-14,663.50	0	1,146.00	8,572.00
5200-01-145-000 REV - NORTH SPRINGS PARK	0.00	4,737.45	49,418.65	-49,418.65	0	4,251.03	48,114.60
5200-01-147-000 REV - NORTH SPRINGS COMM CTR	0.00	2,270.00	22,281.50	-22,281.50	0	1,816.00	28,414.50
5200-01-152-000 REV - PERRIN THOMAS	0.00	1,733.00	14,126.40	-14,126.40	0	635.00	6,375.00
5200-01-152-001 REV - PERRIN THOMAS PARKING	0.00	0.00	62,297.35	-62,297.35	0	0.00	40,188.00
5200-01-153-000 REV - PINE GROVE COMMUNITY CENTER	0.00	1,048.00	8,820.00	-8,820.00	0	210.00	6,359.00
5200-01-153-001 REV - PINE GROVE REC COMMITTEE	0.00	607.00	547.00	-547.00	0	0.00	0.00
5200-01-155-000 REV - POLO ROAD PARK	0.00	3,871.30	43,121.96	-43,121.96	0	4,938.61	41,041.68
5200-01-159-000 REV - RIDGEWOOD PARK	0.00	555.00	3,476.00	-3,476.00	0	190.00	1,097.00
5200-01-170-000 REV - ST. ANDREWS PARK	0.00	2,590.20	29,119.77	-29,119.77	0	1,676.39	22,260.54
5200-01-171-000 REV - ST. ANDREWS POOL	0.00	0.00	12,518.00	-12,518.00	0	0.00	10,793.00
5200-01-178-000 REV - TECHNOLOGY CENTER	0.00	563.85	6,931.29	-6,931.29	0	843.56	9,149.19
5200-01-180-000 REV - TRENHOLM PARK	0.00	4,839.61	40,415.81	-40,415.81	0	3,497.59	27,662.52
5200-01-185-000 REV - TRENHOLM POOL	0.00	0.00	3,581.12	-3,581.12	0	0.00	2,474.00
5200-01-187-000 REV - UPPER RICHLAND COMMUNITY CENT	0.00	760.00	12,122.00	-12,122.00	0	695.00	7,373.00
5200-01-300-000 REV - RICHLAND COUNTY TENNIS CENTER	0.00	1,795.33	32,588.05	-32,588.05	0	3,758.90	40,972.86
5200-01-300-140 REV - MLP TENNIS	0.00	0.00	4.00	-4.00	0	0.00	0.00
5200-01-300-145 REV - NSP TENNIS	0.00	0.00	-10.00	10.00	0	40.00	390.00
5200-01-300-155 REV - TENNIS LESSONS POLO	0.00	3.00	112.00	-112.00	0	30.00	56.00
5200-01-300-170 REV - SAP TENNIS	0.00	9.00	584.00	-584.00	0	0.00	45.00
5200-01-300-180 REV - TP TENNIS	0.00	0.00	244.00	-244.00	0	0.00	1,619.00
5205-01-000-000 RETURNED CHECKS	0.00	-5.00	-250.00	250.00	0	0.00	-115.00
5300-01-000-003 GRANT REVENUE - CHALLENGER FOOTBALL	0.00	0.00	5,000.00	-5,000.00	0	0.00	0.00
5900-01-000-001 GOODWILL PARTNERSHIP	0.00	0.00	3,000.00	-3,000.00	0	-225.00	13,170.00
5930-01-000-000 ELECTRIC CO-OP CAPITAL CREDITS	0.00	0.00	1,736.07	-1,736.07	0	0.00	1,444.76
TOTAL REVENUE	13,470,125.00	960,776.36	15,066,719.51	-1,596,594.51	112	957,678.92	14,369,703.80
EXPENDITURE:							
6100-01-005-000 FULL-TIME SALARIES - ADMIN - MAIN OF	1,374,561.00	84,069.66	1,147,690.58	226,870.42	83	106,584.10	1,311,549.91
6110-01-035-000 FULL-TIME SALARIES - PROPERTY MANAG	1,927,208.00	121,875.90	1,417,777.78	509,430.22	74	132,841.87	1,543,197.97

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**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6120-01-000-000 FULL-TIME SALARIES - FACILITY/COMMU	3,503,624.00	246,181.62	2,826,809.50	676,814.50	81	258,146.41	2,887,775.42
6140-01-000-000 SOCIAL SECURITY	627,807.00	37,063.48	453,695.78	174,111.22	72	39,781.24	502,194.73
6142-01-000-000 WORKERS' COMPENSATION	176,057.00	43,492.63	159,398.55	16,658.45	91	14,588.89	136,177.18
6144-01-000-000 STATE RETIREMENT	895,343.00	84,241.00	736,463.00	158,880.00	82	58,429.81	710,637.86
6146-01-000-000 PESA MEDICAL INSURANCE	1,088,395.00	86,309.80	1,361,234.80	-272,839.80	125	90,989.24	958,812.35
6148-01-000-000 UNEMPLOYMENT INSURANCE	15,000.00	0.00	28,196.69	-13,196.69	188	0.00	17,366.61
6149-01-000-000 OPEB FUNDING	576,853.00	0.00	0.00	576,853.00	0	0.00	500,000.00
6200-01-007-000 PART-TIME SALARIES - ADULT ACTIVITY	15,600.00	2,361.50	13,528.66	2,071.34	87	1,212.00	12,596.05
6200-01-008-000 PART-TIME SALARIES - CAMP SUNSHINE	65,960.00	0.00	24,093.01	41,864.99	37	0.00	26,759.66
6200-01-015-000 PART-TIME SALARIES - DAY CAMPS	200,000.00	4,493.75	90,602.99	109,397.01	45	0.00	93,785.63
6200-01-020-000 PART-TIME SALARIES - AFTER SCHOOL C	74,060.00	14,787.89	123,267.43	-49,207.43	166	34,173.19	99,286.12
6200-01-030-000 PART-TIME SALARIES - PLAYGROUND	125,279.00	455.00	81,866.19	43,412.81	65	0.00	69,118.99
6200-01-035-000 PART-TIME SALARIES - PROPERTY MANAG	0.00	9,019.50	103,265.31	-103,265.31	0	587.25	587.25
6200-01-037-000 PART-TIME SALARIES - CUSTODIANS	92,690.00	2,699.30	41,234.30	51,455.70	44	6,261.95	64,815.55
6200-01-045-000 PART-TIME SALARIES - BALLENTINE PAR	10,400.00	802.50	7,612.80	2,787.20	73	783.00	7,034.25
6200-01-060-000 PART-TIME SALARIES - BLUFF ROAD PAR	11,440.00	872.50	7,827.07	3,612.93	68	910.00	8,653.35
6200-01-065-000 PART-TIME SALARIES - BLYTHEWOOD PAR	11,440.00	782.00	9,411.55	2,028.45	82	726.00	9,412.50
6200-01-070-000 PART-TIME SALARIES - CAUGHMAN ROAD	12,561.00	988.54	11,258.16	1,302.84	90	845.84	10,762.13
6200-01-074-003 PART-TIME SALARIES - CRANE CREEK GY	13,520.00	720.00	9,165.15	4,354.85	68	1,404.00	10,265.54
6200-01-080-000 PART-TIME SALARIES - CROSS ROADS CC	5,200.00	498.75	3,710.05	1,489.95	71	145.00	1,484.25
6200-01-082-000 PART-TIME SALARIES - DENNY TERRACE	5,200.00	0.00	295.00	4,905.00	6	80.00	4,028.20
6200-01-084-000 PART-TIME SALARIES - DENNY TERRACE	13,520.00	745.00	9,099.10	4,420.90	67	702.50	9,673.53
6200-01-085-000 PART-TIME SALARIES - EASTOVER PARK	11,440.00	1,086.00	13,512.57	-2,072.57	118	1,243.50	10,780.45
6200-01-086-000 PART-TIME SALARIES - EASTOVER POOL	18,564.00	0.00	4,714.19	13,849.81	25	10.00	8,363.65
6200-01-090-000 PART-TIME SALARIES - FOREST LAKE PA	11,440.00	680.00	8,477.80	2,962.20	74	526.00	10,375.29
6200-01-095-000 PART-TIME SALARIES - FRIARSGATE PAR	16,120.00	840.00	13,329.00	2,791.00	83	1,196.90	13,589.45
6200-01-100-000 PART-TIME SALARIES - GADSDEN PARK	17,160.00	1,296.00	13,778.50	3,381.50	80	1,139.50	13,562.15
6200-01-103-000 PART-TIME SALARIES - GF ADULT ACTIV	15,912.00	955.75	12,759.07	3,152.93	80	1,189.00	13,083.43
6200-01-104-000 PART-TIME SALARIES - GF TECHNOLOGY	7,280.00	450.00	5,623.15	1,656.85	77	390.00	5,073.25

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**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6200-01-110-000 PART-TIME SALARIES - HP SENIOR CENT	3,640.00	161.00	2,211.96	1,428.04	61	55.00	7,799.75
6200-01-115-000 PART-TIME SALARIES - HOPKINS PARK	16,120.00	840.00	8,943.35	7,176.65	55	830.00	9,704.13
6200-01-120-000 PART-TIME SALARIES - HOPKINS POOL	9,225.00	0.00	4,124.68	5,100.32	45	25.00	5,484.65
6200-01-128-000 PART-TIME SALARIES - KELLY MILL	0.00	877.25	10,883.78	-10,883.78	0	-4,930.76	707.88
6200-01-128-001 PART-TIME SALARIES - KELLY MILL CON	41,620.00	2,164.64	15,688.98	25,931.02	38	7,902.27	7,902.27
6200-01-130-000 PART-TIME SALARIES - KILLIAN PARK	11,440.00	807.50	8,666.05	2,773.95	76	407.30	8,952.81
6200-01-140-000 PART-TIME SALARIES - MEADOWLAKE PAR	12,012.00	876.00	9,378.70	2,633.30	78	1,119.50	9,551.52
6200-01-143-000 PART-TIME SALARIES - NEW CASTLE	6,240.00	386.75	4,785.25	1,454.75	77	736.00	2,609.75
6200-01-145-000 PART-TIME SALARIES - NORTH SPRINGS	13,624.00	1,283.50	14,261.73	-637.73	105	956.50	14,178.43
6200-01-147-000 PART-TIME SALARIES - NS COMM CTR	9,360.00	995.50	10,040.74	-680.74	107	875.00	7,908.50
6200-01-152-000 PART-TIME SALARIES - PERRIN THOMAS	5,200.00	580.00	6,409.90	-1,209.90	123	464.00	6,022.01
6200-01-153-000 PART-TIME SALARIES - PINE GROVE COM	13,000.00	970.00	11,112.79	1,887.21	85	182.50	8,054.61
6200-01-155-000 PART-TIME SALARIES - POLO ROAD PARK	13,520.00	1,117.00	11,781.24	1,738.76	87	1,079.00	12,812.30
6200-01-159-000 PART-TIME SALARIES - RIDGEWOOD PARK	6,240.00	150.00	1,577.25	4,662.75	25	104.00	832.00
6200-01-170-000 PART-TIME SALARIES - ST. ANDREWS PA	11,440.00	720.25	7,262.51	4,177.49	63	707.00	9,614.80
6200-01-171-000 PART-TIME SALARIES - ST. ANDREWS PO	21,000.00	12.50	12.50	20,987.50	0	0.00	11,204.27
6200-01-178-000 PART-TIME SALARIES - TECHNOLOGY CEN	7,280.00	324.27	5,211.31	2,068.69	72	506.50	4,605.09
6200-01-180-000 PART-TIME SALARIES - TRENHOLM PARK	11,440.00	720.00	7,716.00	3,724.00	67	730.00	8,447.15
6200-01-185-000 PART-TIME SALARIES - TRENHOLM POOL	19,396.00	0.00	10,675.03	8,720.97	55	11.25	11,152.73
6200-01-187-000 PART-TIME SALARIES - UPPER RICHLAND	5,200.00	0.00	3,314.78	1,885.22	64	40.00	3,066.79
6200-01-300-000 PART-TIME SALARIES - RCTC	16,380.00	1,262.50	15,559.53	820.47	95	882.50	14,665.75
6200-01-400-000 PART-TIME SALARIES - CRTC	3,000.00	0.00	0.00	3,000.00	0	0.00	144.00
6201-01-000-000 PART-TIME SALARIES - AMBASSADORS	61,750.00	3,964.00	39,875.31	21,874.69	65	2,539.00	33,016.10
6302-01-005-000 ELECTRIC - ADMINSTRATIVE - MAIN OF	40,000.00	2,310.95	30,496.32	9,503.68	76	2,540.55	30,879.02
6302-01-007-000 ELECTRIC - ADULT ACTIVITY CENTER	32,000.00	2,195.86	27,152.26	4,847.74	85	2,325.05	26,489.08
6302-01-035-000 ELECTRIC - PROPERTY MANAGEMENT	3,035.00	0.00	0.00	3,035.00	0	0.00	0.00
6302-01-045-000 ELECTRIC - BALLENTINE PARK	46,000.00	2,385.24	31,261.48	14,738.52	68	2,471.05	33,998.34
6302-01-060-000 ELECTRIC - BLUFF ROAD PARK	50,000.00	2,750.44	38,792.85	11,207.15	78	2,896.21	43,142.09
6302-01-065-000 ELECTRIC - BLYTHEWOOD PARK	60,000.00	4,768.03	43,782.18	16,217.82	73	5,723.12	63,788.04

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RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR
05/01/2017 TO 05/31/2017

FY 2016-2017

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
6302-01-070-000 ELECTRIC - CAUGHMAN ROAD PARK	55,000.00	3,463.91	43,347.01	11,652.99	79	3,770.93	48,181.09
6302-01-074-000 ELECTRIC - CRANE CREEK	3,600.00	255.66	2,475.23	1,124.77	69	272.95	2,915.30
6302-01-074-003 ELECTRIC - CRANE CREEK GYM	35,000.00	1,905.34	28,987.13	6,012.87	83	1,917.95	28,096.28
6302-01-080-000 ELECTRIC - CROSS ROAD PARK	20,000.00	1,383.00	17,556.29	2,443.71	88	706.00	19,539.74
6302-01-082-000 ELECTRIC - DENNY TERRACE	60,000.00	2,572.77	53,919.53	6,080.47	90	2,580.59	62,438.14
6302-01-085-000 ELECTRIC - EASTOVER PARK	49,000.00	3,186.88	35,693.81	13,306.19	73	3,096.81	40,711.98
6302-01-086-000 ELECTRIC - EASTOVER POOL	15,000.00	1,175.28	12,852.89	2,147.11	86	998.30	14,429.74
6302-01-090-000 ELECTRIC - FOREST LAKE PARK	36,000.00	1,618.27	22,639.57	13,360.43	63	1,882.48	28,890.87
6302-01-095-000 ELECTRIC - FRIARSGATE PARK	42,000.00	0.00	36,007.00	5,993.00	86	4,921.00	37,447.00
6302-01-100-000 ELECTRIC - GADSDEN PARK	25,000.00	351.00	3,827.00	21,173.00	15	317.00	3,136.49
6302-01-102-000 ELECTRIC - GARNERS FERRY SPORTS COM	12,000.00	496.48	5,726.89	6,273.11	48	537.04	5,988.73
6302-01-103-000 ELECTRIC - GF ADULT ACTIVITY CENTER	24,000.00	1,438.69	17,253.37	6,746.63	72	1,273.98	20,430.33
6302-01-104-000 ELECTRIC - GF TECHNOLOGY CENTER	6,000.00	294.67	3,533.81	2,466.19	59	260.93	4,184.50
6302-01-110-000 ELECTRIC - HOPKINS PARK SENIOR CENT	25,000.00	0.00	0.00	25,000.00	0	0.00	492.75
6302-01-115-000 ELECTRIC - HOPKINS PARK	43,000.00	4,371.15	47,930.17	-4,930.17	111	3,598.75	48,693.42
6302-01-128-000 ELECTRIC - KELLY MILL	80,000.00	3,263.65	28,702.44	51,297.56	36	3,741.60	17,997.58
6302-01-130-000 ELECTRIC - KILLIAN PARK	40,000.00	1,844.19	23,396.55	14,603.45	63	2,080.07	29,850.05
6302-01-140-000 ELECTRIC - MEADOWLAKE PARK	50,000.00	3,130.03	33,716.44	16,283.56	67	3,166.01	40,590.07
6302-01-143-000 ELECTRIC - NEW CASTLE	15,000.00	260.05	3,399.81	11,600.19	23	173.82	1,684.51
6302-01-145-000 ELECTRIC - NORTH SPRINGS PARK	60,000.00	2,988.94	38,613.94	21,386.06	64	3,338.41	44,266.04
6302-01-152-000 ELECTRIC - PERRIN THOMAS COMMUNITY	20,000.00	283.83	11,800.50	8,199.50	59	1,238.35	13,682.67
6302-01-153-000 ELECTRIC - PINE GROVE COMMUNITY CEN	7,000.00	489.72	6,237.84	762.16	89	431.85	6,683.25
6302-01-155-000 ELECTRIC - POLO ROAD PARK	82,000.00	4,916.44	60,366.31	21,633.69	74	6,109.71	71,997.40
6302-01-159-000 ELECTRIC - RIDGEWOOD PARK	7,000.00	246.29	3,172.56	3,827.44	45	257.57	2,644.72
6302-01-162-000 ELECTRIC - SERENITY PARK	1,200.00	92.15	921.50	278.50	77	95.29	1,048.19
6302-01-168-000 ELECTRIC - STARLITE FLOODLIGHTING	400.00	22.31	223.10	176.90	56	23.28	256.08
6302-01-170-000 ELECTRIC - ST. ANDREWS PARK	65,000.00	4,598.29	56,931.12	8,068.88	88	3,739.18	61,628.21
6302-01-175-000 ELECTRIC - SUMMERHILL PARK	800.00	59.42	594.20	205.80	74	61.52	676.72
6302-01-178-000 ELECTRIC - TECHNOLOGY CENTER	7,500.00	420.62	5,134.15	2,365.85	68	485.78	6,603.78

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**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
6302-01-180-000 ELECTRIC - TRENHOLM PARK	42,000.00	3,892.38	38,471.42	3,528.58	92	2,857.04	36,635.75
6302-01-185-000 ELECTRIC - TRENHOLM POOL	11,000.00	283.35	6,326.91	4,673.09	58	865.49	10,857.52
6302-01-187-000 ELECTRIC - UPPER RICHLAND COMMUNITY	10,000.00	462.01	4,787.74	5,212.26	48	0.00	6,652.58
6302-01-300-000 ELECTRIC - RICHLAND COUNTY TENNIS C	10,500.00	564.81	7,338.62	3,161.38	70	795.00	9,958.68
6302-01-400-000 ELECTRIC - CAUGHMAN ROAD TENNIS CEN	10,000.00	485.41	6,038.44	3,961.56	60	509.49	6,413.10
6302-01-500-000 ELECTRIC - DUTCH FORK TENNIS CENTER	700.00	49.95	520.30	179.70	74	29.07	318.21
6304-01-005-000 TELEPHONE - ADMINSTRATIVE - MAIN O	51,000.00	4,741.45	49,015.21	1,984.79	96	4,899.21	50,214.38
6304-01-007-000 TELEPHONE - ADULT ACTIVITY CENTER	6,000.00	482.56	4,783.97	1,216.03	80	467.84	4,702.00
6304-01-035-000 TELEPHONE - PROPERTY MANAGEMENT	19,500.00	1,189.33	12,919.64	6,580.36	66	1,401.39	13,607.36
6304-01-045-000 TELEPHONE - BALLENTINE PARK	2,500.00	197.76	1,977.92	522.08	79	195.68	1,695.30
6304-01-060-000 TELEPHONE - BLUFF ROAD PARK	3,500.00	255.36	3,268.96	231.04	93	253.00	2,532.00
6304-01-065-000 TELEPHONE - BLYTHEWOOD PARK	2,000.00	171.27	1,536.85	463.15	77	242.68	1,708.27
6304-01-070-000 TELEPHONE - CAUGHMAN ROAD PARK	2,000.00	170.08	1,754.84	245.16	88	167.31	1,620.60
6304-01-074-000 TELEPHONE - CRANE CREEK	1,300.00	81.81	859.04	440.96	66	80.63	1,042.64
6304-01-074-003 TELEPHONE - CRANE CREEK GYM	5,400.00	519.56	5,261.61	138.39	97	693.64	4,920.82
6304-01-080-000 TELEPHONE - CROSS ROAD PARK	1,900.00	197.76	1,897.50	2.50	100	156.70	1,566.82
6304-01-082-000 TELEPHONE - DENNY TERRACE	6,000.00	448.62	4,677.88	1,322.12	78	445.27	5,741.69
6304-01-085-000 TELEPHONE - EASTOVER PARK	2,500.00	242.63	2,687.35	-187.35	107	240.24	2,404.43
6304-01-086-000 TELEPHONE - EASTOVER POOL	500.00	40.16	402.69	97.31	81	39.56	396.11
6304-01-090-000 TELEPHONE - FOREST LAKE PARK	1,750.00	120.30	1,165.17	584.83	67	109.11	1,119.05
6304-01-095-000 TELEPHONE - FRIARGATE PARK	2,200.00	160.63	1,610.65	589.35	73	158.24	1,890.48
6304-01-100-000 TELEPHONE - GADSDEN PARK	2,500.00	237.00	2,367.15	132.85	95	235.53	2,174.19
6304-01-103-000 TELEPHONE - GF ADULT ACTIVITY CENTE	3,000.00	280.49	2,791.15	208.85	93	276.81	2,771.68
6304-01-104-000 TELEPHONE - GF TECHNOLOGY CENTER	2,300.00	216.26	2,138.28	161.72	93	207.22	2,084.90
6304-01-110-000 TELEPHONE - HOPKINS PARK SENIOR CEN	2,300.00	158.52	1,589.37	710.63	69	156.49	1,946.89
6304-01-115-000 TELEPHONE - HOPKINS PARK	3,700.00	249.04	2,998.45	701.55	81	278.36	3,342.51
6304-01-128-000 TELEPHONE - KELLY MILL	1,800.00	39.24	309.57	1,490.43	17	0.00	0.00
6304-01-130-000 TELEPHONE - KILLIAN PARK	1,800.00	159.28	1,605.04	194.96	89	156.51	1,542.60
6304-01-140-000 TELEPHONE - MEADOWLAKE PARK	2,200.00	199.27	1,992.99	207.01	91	197.50	2,015.61

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RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR
05/01/2017 TO 05/31/2017

FY 2016-2017

	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6304-01-143-000 TELEPHONE - NEW CASTLE	2,000.00	158.52	1,483.51	516.49	74	156.49	1,557.10
6304-01-145-000 TELEPHONE - NORTH SPRINGS PARK	2,100.00	213.75	2,140.00	-40.00	102	212.74	2,114.58
6304-01-147-000 TELEPHONE - NORTH SPRINGS COM CTR	1,800.00	119.28	1,201.39	598.61	67	117.51	1,178.74
6304-01-152-000 TELEPHONE - PERRIN THOMAS	2,000.00	158.73	1,588.28	411.72	79	162.91	1,559.06
6304-01-153-000 TELEPHONE - PINE GROVE COMMUNITY CE	2,200.00	237.73	2,378.92	-178.92	108	234.64	2,086.86
6304-01-155-000 TELEPHONE - POLO ROAD PARK	1,800.00	159.28	1,663.04	136.96	92	147.51	1,497.05
6304-01-159-000 TELEPHONE - RIDGEWOOD PARK	2,000.00	164.94	1,682.21	317.79	84	160.77	1,561.39
6304-01-170-000 TELEPHONE - ST. ANDREWS PARK	4,100.00	288.80	2,896.61	1,203.39	71	295.85	3,214.70
6304-01-171-000 TELEPHONE - ST. ANDREWS POOL	800.00	90.00	900.00	-100.00	113	90.00	900.00
6304-01-178-000 TELEPHONE - TECHNOLOGY CENTER	5,000.00	373.68	3,746.88	1,253.12	75	366.15	3,664.50
6304-01-180-000 TELEPHONE - TRENHOLM PARK	2,600.00	279.69	2,794.48	-194.48	107	80.69	2,499.18
6304-01-187-000 TELEPHONE - UPPER RICHLAND COMMUNIT	3,000.00	198.28	1,984.16	1,015.84	66	195.66	2,110.95
6304-01-300-000 TELEPHONE - RICHLAND COUNTY TENNIS	3,000.00	248.52	2,497.37	502.63	83	248.91	2,693.63
6304-01-400-000 TELEPHONE - CAUGHMAN ROAD TENNIS CE	1,000.00	118.75	1,402.70	-402.70	140	117.96	913.28
6306-01-005-000 WATER - ADMINSTRATIVE - MAIN OFFIC	9,000.00	695.21	5,740.72	3,259.28	64	742.35	8,882.80
6306-01-007-000 WATER - ADULT ACTIVITY CENTER	4,000.00	139.07	1,625.60	2,374.40	41	241.68	3,682.65
6306-01-045-000 WATER - BALLENTINE PARK	750.00	58.21	739.89	10.11	99	58.21	744.79
6306-01-060-000 WATER - BLUFF ROAD PARK	6,000.00	862.65	5,678.54	321.46	95	505.22	4,806.59
6306-01-065-000 WATER - BLYTHEWOOD PARK	4,500.00	156.77	2,234.56	2,265.44	50	257.85	3,955.13
6306-01-070-000 WATER - CAUGHMAN ROAD PARK	11,500.00	1,828.14	14,878.87	-3,378.87	129	1,272.45	12,000.14
6306-01-074-003 WATER - CRANE CREEK GYM	5,000.00	501.94	5,346.12	-346.12	107	297.90	4,840.22
6306-01-075-000 WATER - CRANE FOREST PARK	600.00	50.55	505.50	94.50	84	50.55	503.50
6306-01-082-000 WATER - DENNY TERRACE	5,000.00	0.00	1,381.00	3,619.00	28	0.00	4,002.49
6306-01-085-000 WATER - EASTOVER PARK	7,500.00	141.00	3,173.94	4,326.06	42	339.55	3,068.74
6306-01-090-000 WATER - FOREST LAKE PARK	2,000.00	180.72	1,856.99	143.01	93	226.68	1,830.01
6306-01-095-000 WATER - FRIARS GATE PARK	1,600.00	248.25	1,936.65	-336.65	121	262.96	1,812.45
6306-01-100-000 WATER - GADSDEN PARK	2,000.00	0.00	0.00	2,000.00	0	0.00	0.00
6306-01-102-000 WATER - GARNERS FERRY SPORTS COMPLE	6,000.00	122.24	6,019.53	-19.53	100	705.07	5,471.03
6306-01-105-000 WATER - OF ADULT ACTIVITY CENTER	3,000.00	261.31	2,654.44	345.56	88	264.49	2,397.79

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**RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR**

FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6306-01-104-000 WATER - GP TECHNOLOGY CENTER	600.00	53.52	543.65	56.35	91	54.17	491.13
6306-01-115-000 WATER - HOPKINS PARK	500.00	48.02	228.02	271.98	46	20.00	220.00
6306-01-120-000 WATER - HOPKINS POOL	1,000.00	0.00	0.00	1,000.00	0	0.00	0.00
6306-01-128-000 WATER - KELLY MILL	10,000.00	149.55	665.25	9,334.75	7	5,150.05	7,249.25
6306-01-130-000 WATER - KILLIAN PARK	1,300.00	138.30	1,717.05	-417.05	132	174.30	1,152.30
6306-01-140-000 WATER - MEADOWLAKE PARK	5,500.00	426.40	4,978.03	521.97	91	600.28	5,463.03
6306-01-143-000 WATER - NEW CASTLE	3,000.00	0.00	3,990.54	-990.54	133	171.41	6,309.32
6306-01-145-000 WATER - NORTH SPRINGS PARK	10,000.00	3,526.04	23,998.68	-13,998.68	240	2,262.99	16,272.75
6306-01-147-000 WATER - NORTH SPRINGS COMM CTR	3,000.00	0.00	0.00	3,000.00	0	0.00	0.00
6306-01-152-000 WATER - PERRIN THOMAS	2,000.00	563.89	5,591.69	-3,591.69	280	444.61	7,540.61
6306-01-153-000 WATER - PINE GROVE COMMUNITY CENTER	1,600.00	69.28	692.80	907.20	43	110.51	1,187.80
6306-01-155-000 WATER - POLO ROAD PARK	8,000.00	340.02	3,312.11	4,687.89	41	397.47	7,893.70
6306-01-159-000 WATER - RIDGEWOOD PARK	1,500.00	91.16	4,127.23	-2,627.23	275	115.72	1,231.96
6306-01-170-000 WATER - ST. ANDREWS PARK	8,000.00	713.42	7,195.48	804.52	90	445.32	8,095.48
6306-01-178-000 WATER - TECHNOLOGY CENTER	600.00	41.23	468.85	131.15	78	86.29	466.85
6306-01-180-000 WATER - TRENHOLM PARK	7,000.00	817.64	11,708.16	-4,708.16	167	454.77	5,658.64
6306-01-187-000 WATER - UPPER RICHLAND COMMUNITY CE	600.00	41.23	511.88	88.12	85	41.23	410.30
6306-01-300-000 WATER - RICHLAND COUNTY TENNIS CENT	1,500.00	71.21	1,288.37	211.13	86	157.74	1,102.63
6306-01-400-000 WATER - CAUGHMAN ROAD TENNIS CENTER	700.00	0.00	0.00	700.00	0	0.00	198.93
6308-01-005-000 SEWER - MAIN OFFICE	900.00	56.94	569.40	330.60	63	56.94	606.78
6308-01-007-000 SEWER - ADULT ACTIVITY CENTER	700.00	60.62	545.58	154.42	78	121.24	606.20
6308-01-045-000 SEWER - BALLENTINE PARK	1,800.00	400.86	1,603.44	196.56	89	400.86	1,603.44
6308-01-095-000 SEWER - FRIARGATE PARK	2,400.00	287.90	2,879.00	-479.00	120	287.90	2,523.03
6308-01-128-000 SEWER - KELLY MILL	1,600.00	0.00	0.00	1,600.00	0	0.00	0.00
6308-01-143-000 SEWER - NEW CASTLE	2,400.00	37.38	373.80	2,026.20	16	112.14	336.42
6308-01-145-000 SEWER - NORTH SPRINGS PARK	800.00	60.69	444.21	355.79	56	31.11	961.86
6308-01-147-000 SEWER - NORTH SPRINGS CC	1,300.00	0.00	0.00	1,300.00	0	0.00	0.00
6308-01-152-000 SEWER - PERRIN THOMAS	1,100.00	0.00	0.00	1,100.00	0	0.00	0.00
6308-01-159-000 SEWER - RIDGEWOOD	1,100.00	0.00	0.00	1,100.00	0	0.00	0.00

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**RICHLAND COUNTY RECREATION COMMISSION
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FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
6308-01-170-000 SEWER - ST. ANDREWS PARK	15,000.00	1,178.87	12,967.57	2,032.43	86	1,178.87	12,967.57
6308-01-180-000 SEWER - TRENHOLM	2,200.00	195.50	1,955.00	245.00	89	782.00	1,955.00
6310-01-000-000 PRINTING AND PUBLICITY	27,500.00	375.00	9,594.62	17,945.38	35	3,312.34	20,526.41
6315-01-000-000 ADVERTISEMENTS	4,000.00	1,062.42	1,062.42	2,937.58	27	261.33	999.33
6320-01-000-000 INSURANCE	208,552.00	-5,050.12	203,902.11	4,649.89	98	0.00	185,808.77
6330-01-000-000 CONFERENCES & MEMBERSHIPS	37,204.00	2,410.00	8,644.33	28,559.67	23	1,592.56	40,952.74
6335-01-000-000 ON LINE REGISTRATION	2,000.00	65.00	650.00	1,350.00	33	50.00	500.00
6340-01-000-000 BOARD TRAINING AND EXPENSES	12,000.00	392.46	2,848.92	9,151.08	24	290.92	7,529.91
6347-01-000-000 AUTOMOBILE LEASE PURCHASE	172,000.00	0.00	170,727.98	1,272.02	99	0.00	170,727.99
6350-01-000-000 AUDIT AND CONSULTING FEES	20,000.00	0.00	17,448.00	2,552.00	87	0.00	15,578.00
6351-01-000-000 FINANCE SOFTWARE LEASE FEES	16,000.00	541.90	4,916.46	11,083.54	31	0.00	15,881.86
6353-01-000-000 PLANNING AND NEEDS ASSESSMENT	0.00	0.00	1,056.00	-1,056.00	0	0.00	98,245.27
6360-01-000-000 LEGAL FEES	20,000.00	7,767.00	83,746.36	-63,746.36	419	5,542.50	81,353.33
6364-01-000-000 PAYROLL PROCESSING CHARGES	40,000.00	2,659.29	40,961.84	-961.84	102	2,455.32	20,919.61
6370-01-000-000 TRASH SERVICE	40,500.00	2,850.49	39,447.45	1,052.55	97	2,532.49	27,047.48
6372-01-000-000 SECURITY MONITORING	26,700.00	819.96	13,036.72	13,663.28	49	346.21	11,547.85
6374-01-000-000 RANGER SECURITY	1,000.00	0.00	80.00	920.00	8	0.00	0.00
6375-01-000-000 RECORDS RETENTION	7,625.00	289.65	3,539.13	4,085.87	46	448.10	3,800.15
6380-01-000-000 BANK CHARGES	13,000.00	2,003.46	14,914.39	-1,914.39	115	-172.58	9,145.90
6383-01-000-000 OCCUPATIONAL HEALTH	7,630.00	770.00	4,935.94	2,694.06	65	3,303.00	9,886.71
6385-01-000-000 EMPLOYEE BACKGROUND INVESTIGATION	6,475.00	34.00	5,122.50	1,352.50	79	430.00	3,527.50
6390-01-000-000 JUMPS #1 HOPKINS PARK	129,695.00	59,697.50	79,997.50	49,697.50	62	0.00	119,800.00
6400-01-005-000 SUPPLIES - ADMINSTRATIVE - MAIN OF	28,700.00	929.08	8,726.64	19,973.36	30	1,477.47	14,581.66
6400-01-006-000 SUPPLIES - ARTS AND ADAPTED	2,825.00	0.00	1,692.44	1,132.56	60	56.78	2,783.35
6400-01-007-000 SUPPLIES - ADULT ACTIVITY CENTER	5,000.00	42.72	1,248.24	3,751.76	25	0.00	2,482.32
6400-01-008-000 SUPPLIES - CAMP SUNSHINE	6,600.00	752.73	3,090.40	3,509.60	47	1,015.97	2,109.98
6400-01-015-000 SUPPLIES - DAY CAMPS	5,890.00	0.00	848.01	5,041.99	14	0.00	974.75
6400-01-020-000 SUPPLIES - AFTER SCHOOL CAMP	5,813.00	1,594.96	2,340.23	3,472.77	40	0.00	6,109.62
6400-01-030-000 SUPPLIES - PLAYGROUND	1,600.00	0.00	1,396.00	204.00	87	0.00	6,041.74

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RICHLAND COUNTY RECREATION COMMISSION
RCRC BUDGET/ACTUAL COMPARED TO PRIOR YR

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	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
6400-01-033-000 SUPPLIES - ATHLETIC PROGRAMS	8,000.00	0.00	129.47	7,870.53	2	0.00	1,130.38
6400-01-045-000 SUPPLIES - BALLENTINE PARK	700.00	0.00	485.21	214.79	69	0.00	313.95
6400-01-060-000 SUPPLIES - BLUFF ROAD PARK	750.00	0.00	104.65	645.35	14	0.00	223.07
6400-01-065-000 SUPPLIES - BLYTHEWOOD PARK	950.00	64.28	252.57	697.43	27	172.77	531.41
6400-01-070-000 SUPPLIES - CAUGHMAN ROAD PARK	950.00	0.00	413.58	536.42	44	232.00	567.19
6400-01-074-003 SUPPLIES - CRANE CREEK GYM	950.00	0.00	160.96	789.04	17	0.00	216.32
6400-01-080-000 SUPPLIES - CROSS ROAD PARK	750.00	0.00	87.94	662.06	12	0.00	214.65
6400-01-084-000 SUPPLIES - DENNY TERRACE GYM	950.00	0.00	340.11	609.89	36	0.00	318.76
6400-01-085-000 SUPPLIES - EASTOVER PARK	950.00	0.00	353.04	596.96	37	0.00	-112.98
6400-01-086-000 SUPPLIES - EASTOVER POOL	11,125.00	1,600.00	8,400.00	2,725.00	76	1,600.00	9,030.00
6400-01-090-000 SUPPLIES - FOREST LAKE PARK	950.00	0.00	516.53	433.47	54	0.00	603.66
6400-01-095-000 SUPPLIES - FRIARSGATE PARK	950.00	0.00	124.54	825.46	13	0.00	588.22
6400-01-100-000 SUPPLIES - GADSDEN PARK	950.00	0.00	853.11	96.89	90	0.00	330.73
6400-01-103-000 SUPPLIES - GF ADULT ACTIVITY CENTER	4,000.00	0.00	578.67	3,421.33	14	0.00	2,085.72
6400-01-104-000 SUPPLIES - GF TECHNOLOGY CENTER	1,500.00	0.00	0.00	1,500.00	0	0.00	49.41
6400-01-110-000 SUPPLIES - HOPKINS PARK SENIOR CENT	750.00	0.00	205.20	544.80	27	0.00	453.18
6400-01-115-000 SUPPLIES - HOPKINS PARK	950.00	0.00	308.68	641.32	32	0.00	-24.37
6400-01-120-000 SUPPLIES - HOPKINS POOL	9,000.00	1,300.00	7,625.00	1,375.00	85	1,300.00	7,830.00
6400-01-128-000 SUPPLIES - KELLY MILL	1,000.00	0.00	0.00	1,000.00	0	0.00	-620.00
6400-01-130-000 SUPPLIES - KILLIAN PARK	950.00	36.59	385.92	564.08	41	107.95	195.72
6400-01-140-000 SUPPLIES - MEADOWLAKE PARK	950.00	0.00	82.55	867.45	9	0.00	264.40
6400-01-143-000 SUPPLIES - NEW CASTLE	750.00	0.00	268.00	482.00	36	0.00	295.79
6400-01-145-000 SUPPLIES - NORTH SPRINGS PARK	950.00	0.00	-197.10	1,147.10	-21	0.00	127.92
6400-01-147-000 SUPPLIES - NORTH SPRINGS COMM CTR	750.00	0.00	179.10	570.90	24	0.00	557.55
6400-01-152-000 SUPPLIES - PERRIN THOMAS	750.00	0.00	205.74	544.26	27	0.00	151.50
6400-01-153-000 SUPPLIES - PINE GROVE COMMUNITY CEN	750.00	0.00	302.01	447.99	40	0.00	280.69
6400-01-155-000 SUPPLIES - POLO ROAD PARK	950.00	0.00	264.70	685.30	28	4.80	307.40
6400-01-159-000 SUPPLIES - RIDGEWOOD	750.00	0.00	533.00	217.00	71	0.00	303.79
6400-01-167-000 SUPPLIES - SENIOR PROGRAMS	7,000.00	85.38	1,168.10	5,831.90	17	0.00	3,004.33

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	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6400-01-170-000 SUPPLIES - ST. ANDREWS PARK	950.00	0.00	157.86	792.14	17	0.00	164.56
6400-01-171-000 SUPPLIES - ST. ANDREWS POOL	11,200.00	1,600.00	8,654.80	2,545.20	77	1,600.00	9,034.32
6400-01-178-000 SUPPLIES - TECHNOLOGY CENTER	1,500.00	0.00	223.32	1,276.68	15	45.74	734.42
6400-01-180-000 SUPPLIES - TRENHOLM PARK	950.00	0.00	180.54	769.46	19	0.00	106.18
6400-01-185-000 SUPPLIES - TRENHOLM POOL	11,200.00	1,600.00	8,525.00	2,675.00	76	1,600.00	9,145.00
6400-01-187-000 SUPPLIES - UPPER RICHLAND COMMUNITY	950.00	0.00	266.26	683.74	28	0.00	295.13
6401-01-000-000 POSTAGE	6,000.00	555.69	4,700.32	1,299.68	78	376.50	5,840.24
6402-01-000-000 COMPUTER SOFTWARE / SUPPLIES	40,750.00	4,107.39	15,763.90	24,986.10	39	2,367.79	25,107.81
6410-01-000-000 CHALLENGER FOOTBALL	0.00	0.00	2,380.40	-2,380.40	0	0.00	4,703.67
6411-01-000-000 GRANT GARDENING	0.00	0.00	573.27	-573.27	0	208.54	564.45
6458-01-000-000 SUPPLIES - SPECIAL ACTIVITIES	30,375.00	793.04	16,983.08	13,391.92	56	150.80	20,793.11
6460-01-000-000 SHIRTS FOR CENTER STAFF	3,000.00	0.00	60.48	2,939.52	2	-61.34	2,550.06
6460-01-000-001 UNIFORMS - SAFETY & SECURITY	1,000.00	0.00	0.00	1,000.00	0	0.00	349.16
6460-01-035-000 UNIFORMS - PROPERTY MANAGEMENT	4,500.00	0.00	2,763.93	1,736.07	61	1,169.64	28,687.63
6465-01-005-000 AWARDS & RECOGNITION	6,800.00	486.68	695.73	6,104.27	10	0.00	4,171.14
6470-01-000-000 SAFETY AND TRAINING	20,000.00	807.00	8,987.14	11,012.86	45	1,078.00	11,049.78
6600-01-000-000 COST OF INVENTORY	0.00	-14,152.35	-23,017.50	23,017.50	0	4,788.30	1,842.88
6600-01-128-000 COST OF INVENTORY KM CONCESSIONS	0.00	1,952.62	-3,620.98	3,620.98	0	2,782.39	-3,563.81
6650-01-035-000 PROP MNGT - CONSTRUCTION	75,000.00	2,415.32	25,532.68	49,467.32	34	11,444.22	52,124.58
6660-01-035-000 PROP MNGT - VEHICLES	200,000.00	11,654.96	81,968.75	118,031.25	41	11,046.73	105,487.62
6661-01-035-000 PROP MNGT - MILEAGE REIMBURSEMENTS	3,000.00	675.52	3,685.92	-683.92	123	182.14	2,964.50
6664-01-035-000 PROP MNGT - TURF	55,000.00	968.60	24,312.60	30,687.40	44	1,028.46	42,172.88
6665-01-035-000 PROP MNGT - GROUNDS	120,000.00	5,281.67	14,460.64	105,539.36	12	6,838.69	69,471.30
6670-01-035-000 PROP MNGT - PROGRAM	60,000.00	4,395.60	29,986.05	30,013.95	50	0.00	36,526.05
6675-01-035-000 PROP MNGT - BUILDINGS	105,000.00	6,859.72	50,484.95	54,515.05	48	15,711.37	81,358.98
6680-01-035-000 FACILITIES - JANITORIAL	90,000.00	8,901.93	60,424.01	29,575.99	67	6,578.83	64,513.24
6700-01-005-000 REPAIR & REP - ADMIN - MAIN OFFICE	0.00	1,389.68	19,575.36	-19,575.36	0	1,489.62	21,304.82
6700-01-035-000 REPAIR & REPLACEMENT - PROPERTY MAN	125,000.00	2,306.92	20,797.84	104,202.16	17	89,247.40	218,791.29
6709-01-000-000 NEW EQUIPMENT - PROGRAM	6,600.00	0.00	0.00	6,600.00	0	0.00	0.00

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RICHLAND COUNTY RECREATION COMMISSION
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FY 2016-2017

05/01/2017 TO 05/31/2017

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
6710-01-005-000 NEW EQUIPMENT - ADMIN - MAIN OFFICE	9,170.00	0.00	821.79	8,348.21	9	0.00	16,294.70
6710-01-035-000 NEW EQUIPMENT - PROPERTY MANAGEMEN	75,000.00	3,852.00	7,932.24	67,067.76	11	3,745.00	120,489.66
6711-01-035-000 NEW EQUIPMENT - CONSTRUCTION	64,000.00	0.00	0.00	64,000.00	0	0.00	313.20
6712-01-035-000 NEW EQUIPMENT - CUSTODIAL	5,000.00	0.00	0.00	5,000.00	0	0.00	212.43
6713-01-035-000 NEW EQUIPMENT - FACILITY REPAIR	25,000.00	0.00	1,990.91	23,009.09	8	0.00	322.84
6800-01-000-000 PARK IMPROVEMENTS	200,000.00	102.60	1,250.14	198,749.86	1	0.00	-1,413.89
7640-01-128-000 SALES TAX KELLY MILL CONCESSIONS	0.00	607.61	3,272.95	-3,272.95	0	550.22	1,050.10
7700-01-006-000 OPERATIONAL COSTS - ARTS	0.00	0.00	953.10	-953.10	0	24.75	289.25
7700-01-007-000 OPERATIONAL COSTS - ADULT ACTIVITY	0.00	2,746.52	60,371.05	-60,371.05	0	5,551.45	51,130.95
7700-01-008-000 OPERATIONAL COSTS - CAMP SUNSHINE	0.00	0.00	24,490.67	-24,490.67	0	0.00	25,652.00
7700-01-013-005 EXPENSES COLUMBIA UNITED	0.00	0.00	1,620.00	-1,620.00	0	0.00	1,620.00
7700-01-020-000 OPERATIONAL COSTS - AFTER SCHOOL CA	0.00	0.00	140.00	-140.00	0	-23,786.26	0.00
7700-01-020-001 OPERATIONAL COSTS - GRANTS PROGRAMM	0.00	0.00	2,084.57	-2,084.57	0	0.00	0.00
7700-01-030-000 OPERATIONAL COSTS - PLAYGROUND	0.00	0.00	80.00	-80.00	0	0.00	210.00
7700-01-031-000 OPERATIONAL COSTS - BASKETBALL	0.00	-40.00	2,933.84	-2,933.84	0	485.00	2,721.00
7700-01-032-000 OPERATIONAL COSTS - SOFTBALL	0.00	692.39	5,189.19	-5,189.19	0	632.46	9,087.03
7700-01-032-001 OPERATIONAL COSTS - SOFTBALL TOURNA	0.00	0.00	2,710.50	-2,710.50	0	1,049.00	4,930.00
7700-01-033-000 OPERATIONAL COSTS - ATHLETIC PROGRA	0.00	0.00	487.29	-487.29	0	0.00	4,796.60
7700-01-033-001 OPERATIONAL COSTS - ATHLETIC SPONSO	0.00	0.00	123.51	-123.51	0	0.00	762.45
7700-01-033-002 OPERATIONAL COSTS - YOUTH BASKETBAL	0.00	3,085.97	42,326.46	-42,326.46	0	4,628.30	50,005.06
7700-01-033-003 OPERATIONAL COSTS - FLAG FOOTBALL	0.00	1,600.00	3,080.61	-3,080.61	0	1,476.82	3,881.05
7700-01-033-005 OPERATIONAL COSTS - KICKBALL	0.00	850.54	3,709.20	-3,709.20	0	440.00	2,871.17
7700-01-033-006 OPERATIONAL COSTS - T-BALL	0.00	483.80	2,605.29	-2,605.29	0	217.53	2,641.03
7700-01-033-007 OPERATIONAL COSTS - SHINKICKERS SOC	0.00	1,433.09	8,945.42	-8,945.42	0	1,263.19	11,487.41
7700-01-045-000 OPERATIONAL COSTS - BALLENTINE PARK	0.00	499.68	2,007.43	-2,007.43	0	112.50	2,090.50
7700-01-060-000 OPERATIONAL COSTS - BLUFF ROAD PARK	0.00	498.75	4,824.61	-4,824.61	0	386.25	4,414.18
7700-01-065-000 OPERATIONAL COSTS - BLYTHEWOOD PARK	0.00	1,756.50	17,582.25	-17,582.25	0	2,475.56	17,486.39
7700-01-070-000 OPERATIONAL COSTS - CAUGHMAN ROAD P	0.00	1,097.25	8,616.82	-8,616.82	0	1,068.75	8,657.32
7700-01-074-003 OPERATIONAL COSTS - CRANE CREEK GYM	0.00	520.00	3,026.81	-3,026.81	0	160.00	769.50

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05/01/2017 TO 05/31/2017

	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
7700-01-080-000 OPERATIONAL COSTS - CROSS ROADS CC	0.00	0.00	570.00	-570.00	0	0.00	36.00
7700-01-080-001 OPERATIONAL EXPENSES - CR REC CMTEE	0.00	0.00	150.00	-150.00	0	0.00	0.00
7700-01-082-000 OPERATIONAL COSTS - DENNY TERRACE	0.00	0.00	2,460.55	-2,460.55	0	0.00	0.00
7700-01-084-000 OPERATIONAL COSTS - DENNY TERRACE G	0.00	88.50	2,398.75	-2,398.75	0	37.50	719.87
7700-01-086-000 OPERATIONAL COSTS - EASTOVER POOL	0.00	25.00	66.81	-66.81	0	0.00	8.22
7700-01-090-000 OPERATIONAL COSTS - FOREST LAKE PAR	0.00	416.25	3,859.83	-3,859.83	0	307.50	3,288.12
7700-01-095-000 OPERATIONAL COSTS - FRIARSGATE PARK	0.00	245.25	3,571.50	-3,571.50	0	921.75	9,635.34
7700-01-100-000 OPERATIONAL COSTS - GADSDEN	0.00	118.50	1,449.34	-1,449.34	0	197.00	963.50
7700-01-100-002 OPERATIONAL COSTS - GADSDEN DON	0.00	0.00	860.58	-860.58	0	0.00	0.00
7700-01-103-000 OPERATIONAL COSTS - GF ADULT ACTIVI	0.00	608.14	7,771.47	-7,771.47	0	1,039.36	13,121.85
7700-01-110-000 OPERATIONAL COSTS - HP SENIOR CENTE	0.00	0.00	1,112.00	-1,112.00	0	122.00	2,061.00
7700-01-115-000 OPERATIONAL COSTS - HOPKINS PARK	0.00	20.00	363.53	-363.53	0	67.50	2,503.00
7700-01-120-000 OPERATIONAL COSTS - HOPKINS POOL	0.00	25.00	52.33	-52.33	0	0.00	22.76
7700-01-128-000 OPERATIONAL COSTS - KELLY MILL	0.00	0.00	107.57	-107.57	0	0.00	50.00
7700-01-128-001 SELF-SUSTAINING - KELLY MILL CONCES	0.00	6,293.83	22,896.23	-22,896.23	0	3,831.26	13,003.04
7700-01-130-000 OPERATIONAL COSTS - KILLIAN PARK	0.00	108.75	2,186.50	-2,186.50	0	1,026.25	6,235.50
7700-01-140-000 OPERATIONAL COSTS - MEADOWLAKE PARK	0.00	192.75	5,834.25	-5,834.25	0	566.25	4,169.97
7700-01-143-000 OPERATIONAL COSTS - NEW CASTLE	0.00	67.50	709.50	-709.50	0	90.00	454.90
7700-01-145-000 OPERATIONAL COSTS - NORTH SPRINGS P	0.00	2,218.50	22,894.29	-22,894.29	0	2,723.00	23,611.87
7700-01-147-000 OPERATIONAL COSTS - NS COMM CTR	0.00	90.00	1,532.00	-1,532.00	0	240.00	1,500.65
7700-01-152-000 OPERATIONAL COSTS - PERRIN THOMAS	0.00	67.50	90.00	-90.00	0	47.25	126.00
7700-01-152-001 OPERATIONAL COSTS - PTHOMAS PARKING	0.00	0.00	9,559.65	-9,559.65	0	0.00	4,845.89
7700-01-153-000 OPERATIONAL COSTS - PINE GROVE	0.00	108.00	1,104.75	-1,104.75	0	135.00	1,086.00
7700-01-153-001 OPERATIONAL COSTS - PINE GR REC COM	0.00	66.75	402.75	-402.75	0	0.00	174.20
7700-01-155-000 OPERATIONAL COSTS - POLO ROAD PARK	0.00	1,631.63	17,810.86	-17,810.86	0	2,347.13	18,329.75
7700-01-159-000 OPERATIONAL COSTS - RIDGEWOOD	0.00	3.75	249.75	-249.75	0	18.75	71.25
7700-01-170-000 OPERATIONAL COSTS - ST. ANDREWS PAR	0.00	379.50	8,574.24	-8,574.24	0	427.93	4,490.50
7700-01-171-000 OPERATIONAL COSTS - ST. ANDREWS POO	0.00	75.00	9,784.43	-9,784.43	0	0.00	-75.00
7700-01-180-000 OPERATIONAL COSTS - TRENHOLM PARK	0.00	1,841.25	13,543.12	-13,543.12	0	1,661.25	11,734.84

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	BUDGETED	CURRENT PERIOD	YEAR-TO-DATE	REMAINING BALANCE	PCT USED	PRIOR YEAR PERIOD	PRIOR YEAR YEAR TO DATE
7700-01-185-000 OPERATIONAL COSTS - TRENHOLM POOL	0.00	75.00	208.62	-208.62	0	0.00	132.74
7700-01-187-000 OPERATIONAL COSTS - UPPER RICHLAND	0.00	126.00	504.00	-504.00	0	66.08	372.08
7700-01-300-000 OPERATIONAL COSTS - RCTC	0.00	82.57	2,604.90	-2,604.90	0	1,671.62	12,057.65
7700-01-300-155 OPERATIONAL COSTS - TENNIS LESSONS	0.00	0.00	306.00	-306.00	0	0.00	1,722.53
7900-01-000-001 GOODWILL PARTNERSHIP EXPENSES	0.00	0.00	-9,000.00	9,000.00	0	0.00	0.00
7906-01-000-000 USE TAX	2,500.00	76.91	1,416.20	1,083.80	57	139.60	2,312.81
7915-01-000-000 FOUNDATION SERVICES	15,000.00	69.66	7,511.17	7,488.83	50	1,222.97	5,013.83
TOTAL EXPENDITURE	15,070,125.00	1,019,844.18	11,559,485.63	3,510,639.37	77	1,080,150.78	12,701,389.89
DEFICIENCY OF REVENUE BEFORE TRANSFERS	-1,600,000.00	-59,067.82	3,507,233.88		-219	-122,471.86	1,668,313.91
DEFICIENCY OF REVENUE AFTER TRANSFERS	-1,600,000.00	-59,067.82	3,507,233.88		-219	-122,471.86	1,668,313.91

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ESTIMATED LINRICK CASH FLOW 16-17

FY 16-17 MONTHLY EXPENSE - REVENUE COMPARISON				06/14/17	
EXPENSES				REVENUES	
MONTH	PAYROLL PAID TO RCRC	WH & OTHER CASH DISBURSEMENTS	GOLF REVENUE	CASH BALANCE	
			BEGINNING BALANCE	\$	7,316.62
JUL	\$ 33,914.15	\$ 13,350.00	\$ 72,541.93	\$	32,594.40
AUG	\$ 25,090.00	\$ 40,078.34	\$ 70,908.59	\$	38,334.65
SEP	\$ 37,271.00	\$ 51,690.18	\$ 62,908.81	\$	12,282.28
OCT	\$ 25,707.58	\$ 35,200.50	\$ 64,962.23	\$	16,336.43
NOV	\$ 13,153.44	\$ 26,983.81	\$ 48,780.82	\$	24,980.00
DEC	\$ 12,226.31	\$ 25,968.05	\$ 43,490.16	\$	30,275.80
JAN	\$ 24,980.00	\$ 46,569.94	\$ 55,491.45	\$	14,217.31
FEB	\$ 23,493.93	\$ 49,384.12	\$ 74,565.73	\$	15,904.99
MAR	\$ 37,483.47	\$ 28,204.03	\$ 55,591.14	\$	5,808.63
APR	\$ 31,347.07	\$ 53,923.64	\$ 94,331.12	\$	14,869.04
MAY	\$ 32,569.10	\$ 35,509.43	\$ 72,168.28	\$	18,958.79
JUN					
Averages	297,236	36,987	65,067		
Notes:					
	* 3 Payrolls in a month				
	In August LinRick started paying RCRC for OPEB				

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	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
REVENUE:							
5010-02-210-000 SALES-GREENS FEES	359,000.00	27,759.46	288,976.18	70,023.82	80	30,764.92	282,167.67
5015-02-210-000 SALES-RANGE	21,000.00	1,777.00	17,745.00	3,255.00	85	1,871.00	15,898.00
5020-02-210-000 SALES-GOLF CAR RENTALS	335,000.00	28,645.00	277,090.00	57,910.00	83	30,253.00	238,306.33
5030-02-210-000 SALES-PRO SHOP RENTALS	0.00	194.00	1,882.75	-1,882.75	0	213.00	1,742.00
5040-02-210-000 SALES-FOOD	52,000.00	4,186.80	43,532.87	8,467.13	84	5,584.10	46,058.73
5050-02-210-000 SALES-BEER	23,000.00	2,394.75	21,768.25	1,231.75	95	2,497.30	22,315.00
5055-02-210-000 SALES-PRO SHOP MERCHANDISE	30,000.00	3,157.90	28,320.20	1,679.80	94	4,104.64	31,263.02
5900-02-000-000 OTHER REVENUE	0.00	0.00	9,000.00	-9,000.00	0	0.00	0.00
5900-02-210-000 OTHER REVENUE-PRO SHOP	0.00	0.00	12,000.00	-12,000.00	0	0.00	0.00
5930-02-000-000 ELECTRIC CO-OP CAPITAL CREDITS	0.00	1,211.76	1,211.76	-1,211.76	0	985.28	985.28
TOTAL REVENUE	829,000.00	69,326.67	701,527.01	118,472.99	86	76,273.44	638,736.03
EXPENDITURE:							
6100-02-210-000 FULL-TIME SALARIES-PRO SHOP	164,085.39	11,101.80	137,168.67	26,916.72	84	12,335.30	138,221.80
6110-02-205-000 FULL-TIME SALARIES-MAINTENANCE	140,364.95	6,794.95	100,851.38	39,513.57	72	10,444.34	121,322.77
6140-02-000-000 SOCIAL SECURITY	25,490.16	-894.55	19,000.72	6,489.44	75	3,802.41	23,945.08
6142-02-000-000 WORKERS' COMPENSATION	19,563.00	2,776.12	7,893.45	11,667.55	40	1,442.86	13,468.07
6144-02-000-000 STATE RETIREMENT	33,185.09	2,926.55	27,518.93	5,666.16	83	6,730.74	27,347.79
6146-02-000-000 PEBA MEDICAL INSURANCE	65,400.00	4,442.80	50,579.32	14,820.68	77	5,452.56	58,467.80
6148-02-000-000 UNEMPLOYMENT INSURANCE	1,000.00	0.00	0.00	1,000.00	0	0.00	0.00
6149-02-000-000 OPEB FUNDING	36,820.00	5,464.00	67,368.53	-30,548.53	183	0.00	0.00
6200-02-205-000 PART-TIME SALARIES-MAINTENANCE	4,686.60	185.00	2,454.46	2,232.14	52	626.00	5,198.30
6200-02-210-000 PART-TIME SALARIES-PRO SHOP	24,067.80	930.00	18,308.85	5,758.95	76	2,768.25	24,242.87
6302-02-205-000 ELECTRIC-MAINTENANCE	3,800.00	160.00	2,131.00	1,669.00	56	154.00	1,973.00
6302-02-210-000 ELECTRIC-PRO SHOP	3,215.00	0.00	0.00	3,215.00	0	0.00	0.00
6302-02-215-000 ELECTRIC-CART SHED	7,500.00	555.79	6,201.50	1,298.50	83	518.16	5,780.22
6302-02-220-000 ELECTRIC-PUMPS	15,000.00	792.24	11,072.14	3,927.86	74	1,020.91	11,623.95
6303-02-210-000 PROPANE-PRO SHOP	1,700.00	0.00	1,140.83	559.17	67	0.00	803.58

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	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
6304-02-210-000 TELEPHONE-PRO SHOP	4,000.00	315.24	3,233.99	766.01	81	310.60	2,827.33
6306-02-000-000 WATER	2,000.00	145.38	1,622.32	377.68	81	141.55	1,217.85
6310-02-000-000 PRINTING AND PUBLICITY	500.00	0.00	0.00	500.00	0	0.00	0.00
6315-02-000-000 ADVERTISEMENTS	500.00	0.00	0.00	500.00	0	0.00	0.00
6320-02-000-000 INSURANCE	11,225.00	0.00	11,152.33	72.67	99	0.00	7,492.78
6330-02-000-000 CONFERENCES & MEMBERSHIPS	1,000.00	640.00	1,579.00	-579.00	158	0.00	1,651.00
6350-02-000-000 AUDIT AND CONSULTING FEES	2,000.00	0.00	1,152.00	848.00	58	0.00	2,022.00
6364-02-000-000 PAYROLL PROCESSING CHARGES	3,000.00	-90.03	2,554.63	445.37	85	390.90	1,100.60
6370-02-000-000 TRASH SERVICE	1,500.00	119.00	1,264.00	236.00	84	110.00	1,019.12
6380-02-000-000 BANK CHARGES	16,000.00	1,478.79	14,210.90	1,789.10	89	2,211.87	16,022.14
6400-02-210-000 SUPPLIES - PRO SHOP	4,000.00	65.00	2,000.98	1,999.02	50	506.83	1,888.66
6460-02-205-000 UNIFORMS - MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0	0.00	0.00
6500-02-205-000 GAS & OIL - MAINTENANCE	25,000.00	4,054.95	15,640.34	9,359.66	63	4,232.99	10,816.80
6500-02-215-000 GAS & OIL - CART SHED	0.00	0.00	2,812.96	-2,812.96	0	0.00	12,593.83
6510-02-205-000 VEHICLES & MOWERS - MAINTENANCE	10,000.00	163.27	4,216.01	5,783.99	42	0.00	6,837.08
6520-02-205-000 FERTILIZER - MAINTENANCE	23,000.00	0.00	4,794.30	18,205.70	21	383.92	7,504.55
6540-02-205-000 GRASS SEED - MAINTENANCE	2,000.00	0.00	2,727.30	-727.30	136	0.00	2,287.92
6550-02-205-000 GOLF COURSE SUPPLIES - MAINTENANCE	4,000.00	0.00	-196.93	4,196.93	-5	0.00	2,149.87
6600-02-000-000 COST OF INVENTORY	0.00	438.37	-17,052.49	17,052.49	0	3,550.85	-2,367.14
6700-02-000-000 REPAIR & REPLACEMENT	0.00	0.00	784.80	-784.80	0	0.00	0.00
6700-02-205-000 REPAIR & REP - MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0	0.00	3,541.32
6710-02-205-000 NEW EQUIPMENT - MAINTENANCE	15,000.00	0.00	0.00	15,000.00	0	0.00	664.20
6730-02-000-000 IRRIGATION SYSTEMS INSTALLATION & R	0.00	100.00	-2,143.61	2,143.61	0	0.00	2,687.77
6740-02-000-000 CART PATH IMPROVEMENTS	0.00	36.83	36.83	-36.83	0	0.00	0.00
6750-02-000-000 SAND TRAPS	0.00	0.00	404.62	-404.62	0	0.00	2,484.17
7600-02-210-000 GOLF CARS OPER COSTS	54,000.00	4,564.21	56,410.53	-2,410.53	104	4,464.69	49,580.35
7620-02-210-000 FOOD OPER COSTS	23,000.00	1,791.20	11,919.30	11,080.70	52	3,225.40	22,768.15
7630-02-210-000 BEER OPER COST	8,000.00	669.08	6,765.00	1,235.00	85	1,735.25	6,923.84
7633-02-210-000 PRO SHOP MERCHANDISE OPER COSTS	15,000.00	3,606.48	12,660.60	2,339.40	84	1,757.59	16,867.29

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RICHLAND COUNTY RECREATION COMMISSION
LR BUDGET/ACTUAL COMPARED TO PRIOR YR

FY 2016-2017

05/01/2017 TO 05/31/2017

	<u>BUDGETED</u>	<u>CURRENT</u> <u>PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u> <u>USED</u>	<u>PRIOR YEAR</u> <u>PERIOD</u>	<u>PRIOR YEAR</u> <u>YEAR TO DATE</u>
7640-02-210-000 SALES TAX	21,580.00	3,186.30	21,762.02	-182.02	101	3,838.29	23,902.66
7650-02-210-000 ADMISSIONS TAX	17,000.00	1,912.14	13,399.37	3,600.63	79	2,057.52	12,897.00
7905-02-000-000 FREIGHT	0.00	10.51	28.59	-28.59	0	0.00	149.20
7906-02-000-000 USE TAX	250.00	0.00	119.11	130.89	48	0.00	146.00
7907-02-000-000 DISCOUNTS	0.00	-2.62	-58.86	58.86	0	0.00	-277.70
9991-02-000-000 OVERAGES/SHORTAGES/ERRORS	0.00	140.56	-215.63	215.63	0	-2,371.86	-1,126.42
TOTAL EXPENDITURE	812,432.99	58,579.36	625,276.09	187,156.90	77	71,841.92	648,767.45
EXCESS OF REVENUE BEFORE TRANSFERS	7,567.01	10,747.31	76,250.92		1,008	4,431.52	9,968.58
EXCESS OF REVENUE AFTER TRANSFERS	7,567.01	10,747.31	76,250.92		1,008	4,431.52	9,968.58

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IMPORTANT NOTICE

NOTHING CONTAINED IN THIS POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL EMPLOYEES ARE EMPLOYED "AT WILL" WHICH MEANS THAT THE EMPLOYEE HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT THE COMMISSION RETAINS THE SAME RIGHT. EXCEPTIONS TO THE POLICY THAT ALL EMPLOYEES ARE EMPLOYED "AT WILL" MAY BE MADE ONLY BY WRITTEN AGREEMENT SIGNED BY THE COMMISSION AND THE EMPLOYEE AND APPROVED BY VOTE OF THE BOARD.



Employment of Relatives

(Draft for review pursuant to Board motion of May 15, 2017)

Human Resources
Policy No. 070
2015

Review Date: July 17, 2017
Last Revised: March 21, 2016

Policy Statement

Relatives, Household or Close Family members of current Richland County Recreation Commission employees may not be hired, promoted or reassigned to a position in which the current Richland County Recreation Commission employee directly supervises or manages. This policy is adopted to prevent the appearance of favoritism by a supervisor and to prevent potential safety, security and employee morale issues.

1. Definition of Relative, Household or Close Family Member:

A relative, Household or Close Family member is an individual who is a spouse, parent, brother or sister (and their spouse or children), child (and their spouse), mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent or grandchild, first cousin, or step-parents or step-children of a current Richland County Recreation Commission employee. Additionally, unrelated associates residing together or otherwise engaged in an apparently romantic relationship (such as a domestic partner, co-habitant or significant other) are treated as being Close Family members for purposes of this policy.

2. Marriage

If employees marry, become Household or Close Family members after employment and a conflict of interest or a management problem of supervision, safety, security or morale result (determined at the sole discretion of the Richland County Recreation Commission) or, if a reorganization creates such a conflict, reasonable time may be provided to resolve the matter. If resolution is not possible, the Richland County Recreation Commission may require one or both of the employees to transfer or resign.

3. South Carolina Ethics Act:

The Richland County Recreation Commission complies with all aspects of the South Carolina Ethics Act as it relates to employment of relatives in Section 8-13-750, and any other applicable Sections. See attached Addendum A.

4. Additional information

Additional information regarding the State Ethics Act including how to file a claim can be obtained online at Ethics.sc.gov

5. Executive level positions

Employees holding positions on the Executive Level which in effect have managerial responsibility over the entire agency may not have relatives employed with the Richland County Recreation Commission (i.e. Executive Director and Chief of Staff). Division Heads which have managerial responsibility over an entire division may not have family members working within their division.

5. Nepotism Policy Checklist

All full-time and part-time employees hired by the Richland County Recreation Commission, will complete a Nepotism Checklist form. See attached Addendum B. The form must be approved by the Division Head of Human Resources and the Chief of Staff prior to employment. Newly appointed Board Commissioners must also complete the form prior to assuming their duties.

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: July 17, 2017
(Date Approved)

APPROVED: _____
Thomas Clark, Interim Chair

Employment of Relatives – Addendum A

1. South Carolina Ethics Act – January 1, 1992. SECTION 8-13-700

(A) No public official, public member, or public employee may knowingly use his official office, membership, or employment to obtain an economic interest for himself, a family member, an individual with whom he is associated, or a business with which he is associated. This prohibition does not extend to the incidental use of public materials, personnel, or equipment, subject to or available for a public official's, public member's, or public employee's use that does not result in additional public expense.

(B) No public official, public member, or public employee may make, participate in making, or in any way attempt to use his office, membership, or employment to influence a governmental decision in which he, a family member, an individual with whom he is associated, or a business with which he is associated has an economic interest. A public official, public member, or public employee who, in the discharge of his official responsibilities, is required to take an action or make a decision which affects an economic interest of himself, a family member, an individual with whom he is associated, or a business with which he is associated.

2. South Carolina Ethics Act – October, 1991. SECTION 8-13-750 Employment, promotion, advancement, or discipline of a family member, of a public official, member, or employee.

(A) No public official, public member, or public employee may cause or participate in the employment, appointment, promotion, transfer, or advancement of a family member to a state or local office or position in which the public official, public member, or public employee supervises or manages.

(B) A public official, public member, or public employee may not participate in an action relating to the discipline of the public official's, public member's, or public employee's family member.

Employment of Relatives – Addendum B

Human Resources

Review Date: July 17, 2017

Richland County Recreation Commission

Nepotism Policy Checklist/ Relative, Household or Close Family Member Worksheet
(see definition on page 2)

Employee / Applicant Name:

Last First MI

☐ Relative, Household or Close Family Member: _____

Last First
MI

Position

Relationship

☐ Relative, Household or Close Family Member: _____

(if more than two attach additional sheets) Last First
MI

Position

Relationship

☐ I do not have any Relatives, Household or Close Family Members Employed with RCRC

I affirm that the above information is true and complete to the best of my knowledge. I accept responsibility for complying with RCRC policies on Nepotism. I assume responsibility for updating this disclosure in the event my situation changes relative to the Nepotism policy.

Signature of Employee / Applicant: _____

Date: _____

After signing, please forward to the HR Department

THIS SECTION FOR HUMAN RESOURCES USE ONLY

I have reviewed the RCRC Nepotism Policy and the information provided and in my judgment:

- ☐ No nepotism exists
- ☐ A nepotism concern may exist, but does not appear significant
- ☐ A nepotism concern may exist and a written management plan (attached) should be drafted and reviewed regularly

☐ I recommend the following action (action should be discussed with the employees above):

☐ Approved (The Relative, Household or Close Family Member(s) listed above are not responsible for the decision to hire, or the supervision, direction, evaluation, or salary recommendation of the employee / applicant listed above).

☐ Declined (Recommended action listed above)

Signature of Human Resources Division Head: _____

Date: _____

THIS SECTION FOR CHIEF OF STAFF USE ONLY

I have reviewed the RCRC Nepotism Policy and the information provided and in my judgment:

- ☐ No nepotism exists
- ☐ A nepotism concern may exist, but does not appear significant
- ☐ A nepotism concern may exist and a written management plan (attached) should be drafted and reviewed regularly
- ☐ I recommend the following action (action should be discussed with the employees above):

☐ Approved (The Relative, Household or Close Family Member(s) listed above are not responsible for the decision to hire, or the supervision, direction, evaluation, or salary recommendation of the applicant listed above).

☐ Declined (Recommended action listed above)

Signature of Chief of Staff: _____

Date: _____

Definition of Relative, Household or Close Family Member (from HR Policy No. 070):

A relative, Household or Close Family member is an individual who is a spouse, parent, brother or sister (and their spouse or children), child (and their spouse), mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent or grandchild, first cousin, or step-parents or step-children of a current Richland County Recreation Commission employee. Additionally, unrelated associates

residing together or otherwise engaged in an apparently romantic relationship (such as a domestic partner, co-habitant or significant other) are treated as being Close Family members for purposes of this policy

DRAFT



Enriching Lives &
Connecting Communities

Richland County Recreation Commission

Request for Waiver of Facility Fees

This form must be completed and submitted to the Richland County Recreation Commission Executive Director for requesting waiver of facility use fees. Form should be submitted 45 days in advance of proposed event.

Check one:

- ☐ Local Public School District
- ☐ Local Government
- ☐ Home Owner's Association (Defined pursuant to S.C. Code 12-43-230)
- ☐ Neighborhood Association (Recognized by the Richland County Neighborhood Council)
- ☒ Other (specify) _____

ORGANIZATION NAME: Federation of Families SC

501 c 3 Organization – Yes ☒ No ☐

CONTACT INFORMATION:

Contact Person: Shaniqua Toomer

Phone: 803-772-5810 Alternate Phone (Cell): (Rowland malloy) 803-686-5738

Address: 810 Dutch Square Blvd #486 Columbia, SC 29210

Reason (justification) for waiver of fee request (or attach statement):

TO assist Federation of Families SC provide a supportive safe haven for both families and youth ages 12-25 connect with other families & youth who share similar lived experience. we provide familie with emotional support, resources, information, and gain an outlet in a positive and nonjudgmental environment

Enriching Lives &
Connecting Communities

Proposed Event Information

Date: (45 day-advance notice to RCRC requested): 6/28/17 and every 4th Thursdays
of each month through Dec. 31st 2017
Location: Meadowlake Park
Time: 5:30-8pm
Number of Attendees: 30-40

Detailed description of event (or attach statement):

(Approval preference given to those events that have a direct positive impact on the community served by the park and those events that directly impact community youth and adult recreation):

Federation of families SC host Family and Youth support network
meetings monthly for families/caregivers raising children ages 0-25
and youth ages 12-25. Families and youth are provided with peer
support from other families and youth who have shared lived
experience.

Note: Events must not be for individual profit or gain. RCRC reserves the right to require a uniformed law enforcement officer be present at organizer's cost.

For office use only

Executive Director or Designee Signature: _____

Date: _____

☐ Approved

☐ Disapproved

For office use only (for waivers requiring Board Approval)

Board Meeting Date: _____

☐ Approved

☐ Disapproved



Federation of Families of South Carolina

A Voice for Children's Mental Health in South Carolina

The Federation of Families of South Carolina is a state-wide family run nonprofit organization dedicated to serving families of youth and children currently experiencing or at risk of developing emotional, mental, behavioral health, or substance use challenges. We provide leadership in the area of mental health through education, awareness, peer support, a parent helpline, monthly support groups, and advocacy to individuals. One of our main focus is the establishment and maintenance of our Family Support Networks (FSN) in different communities across the state. We also have a Youth Support Network called Youth MOVE for youth ages 12-25.

I am Shanequa Toomer, an Outreach Coordinator. I assist families with our services, resources, and participate as a vendor at community events to help spread mental health awareness. I also facilitate our semimonthly support group meetings. I am soliciting your support of our efforts in being of service to families we serve to connect with other families who share similar like challenges. If you have a facility where we could meet or assist with rental expenses, it would be extremely appreciated.

I am asking for your generous support in the form of:

- Assistance with vendor fees, advertising, and marketing
- Food, snack and/or beverages
- Gift cards, door prizes, and toys or activities for younger siblings to engage in

Federation of Families of South Carolina solely rely on the generosity of businesses and individuals for continued support and your support in any way would be greatly appreciated. This will help make a difference to continue the maintenance of our support groups and family networks. I will gladly stop by to pick up any donations. Please give me a call at (803)772-5210 to let me know if you would be able to assist us. Please remember that your donations and contributions is tax deductible and the agency's 501 (c) 3 is available upon request.

Thank you,

Shanequa Toomer
Outreach Coordinator
Shanequa.toomer@fedfamsc.org



Richland County Recreation Commission
7473 Parklane Road, Columbia, SC 29223
RECREATION CENTER FACILITY USE AGREEMENT



Licensee(s): Federation of Families SC Park: Meadowlake Park
Licensee Address: 810 Dutch Square Blvd #480 City: Columbia State: SC Zip Code: 29210
Daytime phone: 803-712-5210 Evening phone: _____ Email: Shanequa.toomer@fedfams.org
Alternate Contact Person: Rowland Malloy Phone: 803-626-5738
Date of Function: June 22, 2017 Time of Function: 5:30-8pm Date of Birth: 4/1/81
Description of function: Family & youth support group meeting Setup Time: 5:30pm Number of Guests Invited: 30
SPACE REQUESTED:

Space	# of chairs	# of tables	Staff Fee	Security Fee	Facility Usage Fee	Total Fee	Rental Deposit	Balance
Multi-Purpose Room 1								
Multi-Purpose Room 2								
Multi-Purpose Room 3								
Activity Room 1								
Activity Room 2								
Gymnasium								
Gymnastic Room								
Athletic Field								
Picnic Shelter								
Total:								

- Normal Hours: Monday-Friday, 2:00-9:00 pm; Saturday, 9:00 am-8:00 pm; Sunday, 1:00-6:00 pm
- After Hours: Any time prior to the park's opening or after the park's closing; additional charges will apply.
- Table and chairs are limited and are not guaranteed. Please check with park staff.
- Licensee will receive one hour setup and one hour cleanup

Licensee agrees to save, defend, and hold harmless the Richland County Recreation Commission and its agents/employees from any and all claims for loss/damages, including any governmental fees, fines or penalties (including legal fees and costs incurred) arising from Licensee's use or occupancy of any Richland County Recreation Commission property for any activities conducted by Licensee on that property.

Jenah Cas

Licensee Signature

Date: 4/25/17

Print Name: Jenah Cason

Administrative Coordinator

Date: _____

Executive Director or Designee

Date: _____

OFFICE USE ONLY:

Deposit: Check #: _____ Cash: _____ Credit Card: _____ Amount: _____ Date: _____ Receipt #: _____ Bal. _____

Balance Due: Check _____ Cash _____ Credit Card _____ Amount: _____ Date: _____ Receipt #: _____ Bal. _____

Richland County Recreation Commission

Procedures Governing Recreation Center Facility Usage

1. An approved agreement is required for the use of space in a RCRC facility. The Administrative Coordinator or designee is responsible for taking applications for the use of all facilities and for formulating an agreement of use for the requested space. *****All residents outside Richland County will pay a regular rental fee plus 20%.***
2. ***All Recreation Centers require a two (2) hour minimum rental.***
3. Organized Homeowner's Associations and Neighborhood Associations may use space at the parks during normal operating hours, on a space-available basis at no cost. Required expenses will include:
 - \$20 per hour security fee may be required if the event exceeds 100 in attendance
 - \$20 after hours fee
4. Governmental agencies, eligible non-profit/for-profit organizations, groups and individuals may use a RCRC facility space, on a space available basis, for cost of stipulated in RCRC's Recreation Center Facility Usage Fees on page 4.
5. The Administrative Coordinator or designee determines space availability and times of usage.
6. Events held during non-operational hours will require a Richland County Recreation Commission staff person to be on site for the duration of the event. A charge of **\$20 per hour** will be assessed at all events held during non-operational hours. Keys to the Recreation Center are not available to the Licensee.
7. **Security Staff Requirement:** Security staff maybe required for groups of 100 or more. A charge of **\$20 per hour** for security may be assessed for these events. A charge for the minimum of four (4) hours must be paid for security staff.
8. Smoking is prohibited in RCRC buildings, outdoor facilities and covered or uncovered entrances. Smoking is allowed in designated smoke areas which are no less than 100 ft. from the above mentioned.
9. **Hold Harmless Clause:** Licensee agrees to save, defend, and hold harmless the Richland County Recreation Commission and its agents/employees from any and all claims for loss/damages, including any governmental fees, fines or penalties (including legal fees and costs incurred) arising from Licensee's use or occupancy of any Richland County Recreation Commission property for any activities conducted by Licensee on that property.
10. If RCRC property loss is incurred as a result of the use of the facility by the Licensee, the amount of damage shall be determined by the Park Manager or designee, in consultation with the Division Head of Property Management, and approved by the Richland County Recreation Commission Executive Director. The Licensee shall be billed an amount which shall cover the damage and shall pay all costs of collection including reasonable attorney's fees. The Richland County Recreation Commission advises the Licensee using RCRC space that it should (in its own interest) secure appropriate insurance coverage for the period of time the facility is being used. Insurance may be required in some circumstances. (Initial: JC)
11. Cleanup is the responsibility of the Licensee. Clean up procedures required include:
 - All trash (food, cups, plates, paper, tablecloths, bottles, decorations, etc.) must be bagged and placed in the trash receptacles provided by the facility staff.
 - Kitchen appliances and counters must be cleaned.
 - RCRC grounds must be cleared of litter. (Initial: JC)

12. Tablecloths and table skirts will not be provided.
13. Only table decorations may be used. Decorations may not be attached to any part of the building. (Initial: JK)
14. The use of any open flames is prohibited inside RCRC facilities.
15. Lobby furniture shall not be rearranged or removed.
16. **Deposits Policy:** A deposit of 100% of the total rental fee must be paid upon making a reservation. (Initial: JK)
17. **Cancellation/Refund Policy:** A 10% processing fee will be charged for all cancellations made at least (10) days prior to the scheduled rental date. 50% of the total rental fee will be charged for all cancellations made (9) days or less to the scheduled rental date. (Initial: JK)
18. Rental fee includes only the tables and chairs on-site. Licensee agrees that it is responsible for set-up and break-down of tables and chairs and returning them to designated locations for all events having less than 75 guests invited. Licensee's responsibility shall be determined by the number of guests invited as listed by Licensee on page 1.
19. No admission charge or selling of goods and/or services is allowed without prior approval from Richland County Recreation Commission.
20. Children must be supervised and accompanied by an adult at all times while on the premises.
21. Licensee will identify a designated person who will accompany a staff person for a pre-event and post-event onsite inspection of the premises. (PRINT NAME Shaniqua Turner (Rowland Mallory))
- a. The designated person(s) will be notified by the facility staff of the time one (1) hour prior to the end of the event. It is the responsibility of the Licensee to complete the function by the time (including cleanup time) specified on the contract, however if the function time should EXCEED the regularly scheduled function time by 15 minutes or more the Licensee must pay for an additional hour. (Initial: JK)
22. All events must be complete and the facility closed no later than 10:00 pm from Monday through Saturday and 8:00 pm on Sundays. Note: The earliest a recreation center can be rented Monday through Friday is 9:00 am and 8:00 pm on Saturdays.
23. The park must be contacted at least 7 business days prior to the function, of any changes of the time, room, number of attendees and need of tables and chairs. The changes must be approved by the Executive Director or Designee.
24. No weapons of any kind are allowed on RCRC property, to include the carrying of permitted/licensed concealed weapons. The term "weapons" includes, but is not limited to firearms, ammunition, knives or explosive devices.
25. No alcoholic beverages allowed on Recreation Center premises.
26. No Teen parties allowed during regular or after hours.

*** Kitchen is not a commercial kitchen. Food must be prepared prior to arrival. Facilities are available for heating and keeping foods cold. No utensils or other equipment will be provided.*

By signing in the spaces below you, the Licensee, establish that you fully understand and agree to comply with all the terms stated within the Procedures Governing Recreation Center Facility Usage.

Janet Co
Licensee Signature

4/25/17
Date



Enriching Lives &
Connecting Communities

Richland County Recreation Commission

Request for Waiver of Facility Fees

This form must be completed and submitted to the Richland County Recreation Commission Executive Director for requesting waiver of facility use fees. Form should be submitted 45 days in advance of proposed event.

Check one:

☐ Local Public School District

☒ Local Government

☐ Home Owner's Association (Defined pursuant to S.C. Code 12-43-230)

☐ Neighborhood Association (Recognized by the Richland County Neighborhood Council)

☒ Other (specify) Non-profit- SC UpLift

ORGANIZATION NAME: Richland County Government in partnership with SC UpLift

501 c 3 Organization – Yes ☒ No ☐

CONTACT INFORMATION:

Contact Person: Monique McDaniels

Phone: (803) 576-2068 Alternate Phone (Cell): (843) 319-5057

Address 2020 Hampton Street, Columbia SC 29204

Reason (justification) for waiver of fee request (or attach statement): This is event is open and free to the public. It is a unifying music festival that will offer, games, bounce houses, live music and food for the entire family. It will also provide tourism to the area and the showcasing of our wonderful Meadowlake Park

RICHLAND COUNTY RECREATION COMMISSION – ATHLETIC DEPARTMENT

7473 Parklane Road

Columbia, SC 29223

ATHLETIC FACILITY USE AGREEMENT

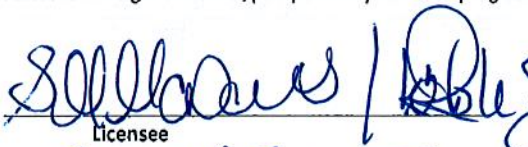


Richland County Government/SC Uplift <small>NAME OF ORGANIZATION/RESPONSIBLE PARTY</small>		Free Community Music Festival <small>PURPOSE OF USE</small>	
2020 Hampton Street	Columbia	SC	29204
<small>ADDRESS</small>	<small>CITY</small>	<small>STATE</small>	<small>ZIP CODE</small>
843-319-5057	803-576-2068	mhmcdaniels@gmail.com	
<small>HOME/CELL PHONE</small>	<small>WORK PHONE</small>	<small>EMAIL ADDRESS</small>	
Meadowlake Football Field	11am-8pm		\$225.00
<small>FACILITY /FIELD /FIELD # (IE: POLO ROAD BASEBALL FIELD #7)</small>	<small>HOURS</small>	<small>MAINT. FEE</small>	<small>TOTAL CHARGES</small>

Field/Facility Type	Richland County Resident Fee	Non Richland County Resident Fee
Soccer/Football	\$25.00 per hour	\$30.00 per hour
Baseball/Softball	\$20.00 per hour	\$24.00 per hour
Athletic Maintenance Fee	\$50.00 per field	\$60.00 per field
Tennis Courts	\$3.00 per person/per hour	\$3.00 per person/per hour
Picnic Shelters (Medium)	\$15.00 per hour	\$18.00 per hour
Picnic Shelters (Large)	\$25.00 per hour	\$30.00 per hour

As a condition precedent to the right to use the Athletic Facility, the Licensee must comply with and provide all of the following:

- o Proof of current 501c3 (For those requesting the non-profit rental rate)
- o Certificate of insurance, \$1,000,000 per occurrence (must include RCRC as additional insured) for any added activity equipment. (IE Bounce Houses, Water Slides etc.)

It is further understood that the Richland County Recreation Commission is not a co-sponsor with organizations or individuals contracting for use of recreation facilities. Neither RCRC nor its staff will be liable for any injury of any kind, sustained by any participant, spectator, or any other individual by reason of negligence of your organization or any other third party. It is further understood that your organization will indemnify and hold harmless the Recreation Commission and its staff from and against any and all liability, damage, loss, cost or expense (including without limitation, attorney's fee and disbursements, and any damage or charge imposed for the violation of any law or ordinance) arising out of or in connection with your organization's usage of RCRC facilities. This agreement can be voided by the Richland County Recreation Commission if all community league handbook procedures and/or athletic league policies and guidelines are not adhered to at all times. Clean-up is required. RCRC reserves the right to cancel/postpone any event or program due to hazardous conditions.

 _____ Licensee	Date: <u>6/9/17</u>
 _____ Director of Recreation	Date: <u>6/12/17</u>
 _____ Division Head Facility Operations	Date: <u>6/12/17</u>

RICHLAND COUNTY RECREATION COMMISSION – ATHLETIC DEPARTMENT

7473 Parklane Road

Columbia, SC 29223

ATHLETIC FACILITY USE AGREEMENT

Meadowlake Football Field/Track

Facility/Field

June 25, 11am-8pm

Usage Dates (Start – End)

Days Times (IE 5:30 – 9:30) RCRC Exclusions Dates & Times

Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____
Saturday	_____	_____	_____
Sunday	_____	_____	_____

Facility/Field

Usage Dates (Start – End)

Days Times (IE 5:30 – 9:30) RCRC Exclusions Dates & Times

Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____
Saturday	_____	_____	_____
Sunday	_____	_____	_____

Facility/Field

Usage Dates (Start – End)

Days Times (IE 5:30 – 9:30) RCRC Exclusions Dates & Times

Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____

ATHLETIC FACILITY USE AGREEMENT

[illegible]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/23/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Peoples Choice Insurance 8807 Two Notch RD Ste. C Columbia, SC 29223	CONTACT NAME: John Sanders PHONE (A/C, No, Ext): 803-419-1103 FAX (A/C, No): 866-334-1192 E-MAIL: peopleschoice@sc.twcbc.com ADDRESS: peopleschoice@sc.twcbc.com
INSURED SC Uplift Community Outreach 6 Shadow Gray Ct Columbia, SC 29223	INSURER(S) AFFORDING COVERAGE INSURER A: Auto Owner Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 16144

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		36045698	09/24/2016	09/24/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A	36036952	01/19/2017	01/19/2018

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

Richland County Recreation Commission
7473 Parklane Rd
Columbia, SC 29223

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Sanders

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 02 2008

SC UPLIFT COMMUNITY OUTREACH
6 SHADOW GREY CT
COLUMBIA, SC 29223

Employer Identification Number:
26-1931708
DLM:
17053056039008
Contact Person:
VICTORIA LAHEY ID# 31304
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
February 8, 2008
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2012
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

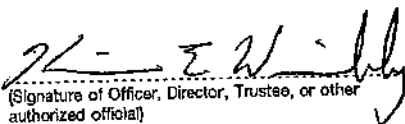
Part X Public Charity Status (Continued)

- e 509(a)(4)—an organization organized and operated exclusively for testing for public safety. ☐
- f 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit. ☐
- g 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public. ☒
- h 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions). ☐
- i A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status. ☐

6 If you checked box g, h, or i in question 5 above, you must request either an advance or a definitive ruling by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

- a **Request for Advance Ruling:** By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, *Extending the Tax Assessment Period*, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling. ☒

For Organization

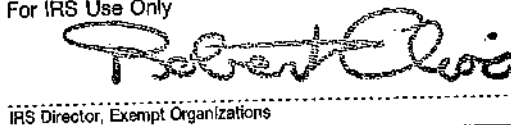

(Signature of Officer, Director, Trustee, or other authorized official)

Kevin E. Wimberly
(Type or print name of signer)

President/Treasurer
(Type or print title or authority of signer)

2-20-08
(Date)

For IRS Use Only


IRS Director, Exempt Organizations

JUL 02 2008
(Date)

- b **Request for Definitive Ruling:** Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii). ☐
- (i) (a) Enter 2% of line 8, column (e) on Part IX-A, Statement of Revenues and Expenses. ☐
- (b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box. ☐
- (ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each disqualified person. If the answer is "None," check this box. ☐
- (b) For each year amounts are included on line 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A, Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box. ☐

- 7 Did you receive any unusual grants during any of the years shown on Part IX-A, Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual. ☐ Yes ☐ No



Enriching Lives &
Connecting Communities

Richland County Recreation Commission

Request for Waiver of Facility Fees

This form must be completed and submitted to the Richland County Recreation Commission Executive Director for requesting waiver of facility use fees. Form should be submitted 45 days in advance of proposed event.

Check one:

- ☐ Local Public School District
- ☐ Local Government
- ☐ Home Owner's Association (Defined pursuant to S.C. Code 12-43-230)
- ☐ Neighborhood Association (Recognized by the Richland County Neighborhood Council)

X Other (specify) _____ Non Profit, University of South Carolina

ORGANIZATION NAME: ___Scholastic Soccer Program_____

501 c 3 Organization – Yes **X** No ☐

****The Scholastic Soccer Program is requesting a full waiver of fees for the 2017 season.*

CONTACT INFORMATION:

Contact Person: ___Cal Hilsman___

Phone: 803-545-5337 _____ Alternate Phone (Cell): ___864-415-1045_____

Address _____1 Medical Park Rd, Columbia, SC, 29203_____

Reason (justification) for waiver of fee request (or attach statement):

The Scholastic Soccer Program formed in the summer of 2016 in collaboration with the University of South Carolina. The Scholastic Soccer Program engages impoverished youth through education and soccer. The youth that participate in the Scholastic Soccer Program live in Colony East Apartments, an apartment complex within walking distance of the St. Andrews



Enriching Lives & Connecting Communities

Park. When the Scholastic Soccer Program began, a limited amount of volunteers worked with the children at St. Andrews Park on the fields and in the classrooms. As the program grew, so did the recognition by University of South Carolina, as well as the amount of volunteers (now up to 200). With over 50 children participating in the program, it has enriched the lives of the local youth tremendously.

The Scholastic Soccer Program is purely funded through donations and volunteers. This past spring (2017) we were told the St. Andrews fields were closed, causing us to move our soccer and tutor program elsewhere. This process involved renting vehicles, renting facilities, and purchasing fuel. Not only did this process prove costly for the Scholastic Soccer Program (eating through all of our funding), but due to transportation limitations, we were not able to involve all of the youth in the neighborhood.

For the summer, the Scholastic Soccer Program reached out to St. Andrews Park in order to continue tutoring and playing soccer with the youth. Unfortunately, due to miscommunication, we were told the fields and classrooms were closed for the entire summer. We were able to gain some clarification, and luckily will be able to use the fields and classrooms for certain periods of the summer. This facility means the world to our children. These children come from traumatic backgrounds, often in other countries, and do not have the opportunity to partake in many afterschool activities or programs. The Scholastic Soccer Program strives to enrich the lives of these youth, help them achieve their dreams, increase the population's college attendance rates, and enhance the entire St. Andrews community as a result.

Due to the nature of the Scholastic Soccer Program's funding source (donations and volunteers), as well as the goal of enhancing the community, we would be delighted if provided the opportunity to use the St. Andrews public facilities with a waiver of fees. The children certainly cannot afford the fees, and nearly all of our funding went into continuing the program at sites other than St. Andrews due to field closures, therefore we would greatly appreciate the opportunity to continue our non-profit program at St. Andrews Park.

Page 2 of 2

Proposed Event Information

Date: (45 day-advance notice to RCRC requested): 5/2017

Location: St Andrews Park

Time: (6:00/6:30)-(7:00/7:30), Monday and Wednesday (2 rooms Monday, 3 rooms Wednesday)

Number of Attendees: 50



Enriching Lives & Connecting Communities

Detailed description of event (or attach statement):

This is a tutoring program for community members in Colony East Apartments and surrounding community. We will use student volunteers from University of South Carolina to tutor refugees in English, math, science, social studies, and daily life skills. We will use curriculum designed to enhance student's current education and encourage future college attendance. This program is intended to help the local disadvantaged community, in turn benefiting the entire Columbia community.

We are requesting a full waive of fees due to the nature of our organization and benefit to the local community.

Note: Events must not be for individual profit or gain. RCRC reserves the right to require a uniformed law enforcement officer be present at organizer's cost.

For office use only

Board Meeting Date: _____ : ☐ Approved ☐ Disapproved



Richland County Recreation Commission
7473 Parklane Road, Columbia, SC 29223
RECREATION CENTER FACILITY USE AGREEMENT



Licensee(s): University of SC - Scholastic Soccer Park: St. Andrews
Licensee Address: 2 Richland Medical Park Dr. City: Columbia State: SC Zip Code: 29203
Suite 502, Columbia, SC 29203
Daytime phone: 803 545 5337 Evening phone: _____ Email: cal.hilsman@uscmed.sc.edu
Alternate Contact Person: CAL HILSMAN Phone: 864 415 1045
Date of Function: 6/14-15/23 Time of Function: 6:00 pm Number of Guests Invited: 16 Date of Birth: 07 / 10 / 1991
Description of function: Tutoring Setup Time: 6:00 pm Cleanup Time: 7:00 pm

SPACE REQUESTED:

Space	# of chairs	# of tables	Staff Fee	Security Fee	Facility Usage Fee	Total Fee	Rental Deposit	Balance
Multi-Purpose Room 1	✓							
Multi-Purpose Room 2								
Multi-Purpose Room 3								
Activity Room 1								
Activity Room 2								
Gymnasium								
Gymnastic Room								
Athletic Field								
Picnic Shelter								
Total:								

- Normal Hours: Monday-Friday, 7:00-9:00 pm; Saturday, 9:00 am-8:00 pm; Sunday, 1:00-6:00 pm
- After Hours: Any time prior to the park's opening or after the park's closing; additional charges will apply.
- Table and chairs are limited and are not guaranteed. Please check with park staff.
- Licensee will receive one hour setup and one hour cleanup
- No Teen parties allowed during regular or after hours. (Initial: CS)

Licensee agrees to save, defend, and hold harmless the Richland County Recreation Commission and its agents/employees from any and all claims for loss/damages, including any governmental fees, fines or penalties (including legal fees and costs incurred) arising from Licensee's use or occupancy of any Richland County Recreation Commission property for any activities conducted by Licensee on that property.

Licensee Signature: [Signature]

Date: 6/12/17

Print Name: CAL HILSMAN

[Signature]
Administrative Coordinator

Date: 6/14/17

Executive Director or Designee

Date: _____

OFFICE USE ONLY:

Deposit: Check # _____ Cash: _____ Credit Card _____ Amount: _____ Date: _____ Receipt # _____ Bal. _____

Balance Due: Check _____ Cash _____ Credit Card _____ Amount: _____ Date: _____ Receipt # _____ Bal. _____

Richland County Recreation Commission Procedures Governing Recreation Center Facility Usage

1. An approved agreement is required for the use of space in a RCRC facility. The Administrative Coordinator or designee is responsible for taking applications for the use of all facilities and for formulating an agreement of use for the requested space. ****All residents outside Richland County will pay a regular rental fee plus 20%.**
2. **All Recreation Centers require a two (2) hour minimum rental.**
3. Organized Homeowner's Associations and Neighborhood Associations may use space at the parks during normal operating hours, on a space-available basis at no cost. Required expenses will include:
 - \$20 per hour security fee may be required if the event exceeds 100 in attendance
 - \$20 after hours fee
4. Governmental agencies, eligible non-profit/for-profit organizations, groups and individuals may use a RCRC facility space, on a space available basis, for cost stipulated in RCRC's Recreation Center Facility Usage Fees on page 4.
5. The Administrative Coordinator or designee determines space availability and times of usage.
6. Events held during non-operational hours will require a Richland County Recreation Commission staff person to be on site for the duration of the event. A charge of \$20 per hour will be assessed at all events held during non-operational hours. Keys to the Recreation Center are not available to the Licensee.
7. **Security Staff Requirement:** Security staff maybe required for groups of 100 or more. A charge of \$20 per hour for security may be assessed for these events. A charge for the minimum of four (4) hours must be paid for security staff.
8. Smoking is prohibited in RCRC buildings, outdoor facilities and covered or uncovered entrances. Smoking is allowed in designated smoke areas which are no less than 100 ft. from the above mentioned.
9. **Hold Harmless Clause:** Licensee agrees to save, defend, and hold harmless the Richland County Recreation Commission and its agents/employees from any and all claims for loss/damages, including any governmental fees, fines or penalties (including legal fees and costs incurred) arising from Licensee's use or occupancy of any Richland County Recreation Commission property for any activities conducted by Licensee on that property.
10. If RCRC property loss is incurred as a result of the use of the facility by the Licensee, the amount of damage shall be determined by the Park Manager or designee, in consultation with the Division Head of Property Management, and approved by the Richland County Recreation Commission Executive Director. The Licensee shall be billed an amount which shall cover the damage and shall pay all costs of collection including reasonable attorney's fees. The Richland County Recreation Commission advises the Licensee using RCRC space that it should (in its own interest) secure appropriate insurance coverage for the period of time the facility is being used. Insurance may be required in some circumstances. (Initial: CTT)
11. Cleanup is the responsibility of the Licensee. Clean up procedures required include:
 - All trash (food, cups, plates, paper, tablecloths, bottles, decorations, etc.) must be bagged and placed in the trash receptacles provided by the facility staff.
 - Kitchen appliances and counters must be cleaned.
 - RCRC grounds must be cleared of litter. (Initial:)

GOVERNING RECREATION CENTER FACILITY USAGE CONTINUED

12. Tablecloths and table skirts will not be provided.
13. Only table decorations may be used. Decorations may not be attached to any part of the building. (Initial:)
14. The use of any open flames is prohibited inside RCRC facilities.
15. Lobby furniture shall not be rearranged or removed.
16. Licensee will pay 100% of the total rental fee due upon making a reservation. (Initial: +)
17. **Cancellation/Refund Policy:** A 10% processing fee will be charged for all cancellations made at least (14) days prior to the scheduled rental date. 50% of the total rental fee will be charged for all cancellations made (13) days or less to the scheduled rental date. (Initial: +)
18. Rental fee includes only the tables and chairs on-site. Licensee agrees that it is responsible for set-up and break-down of tables and chairs and returning them to designated locations for all events having less than 75 guests invited. Licensee's responsibility shall be determined by the number of guests invited as listed by Licensee on page 1.
19. No admission charge or selling of goods and/or services is allowed without prior approval from Richland County Recreation Commission.
20. Children must be supervised and accompanied by an adult at all times while on the premises.
21. Licensee will identify a designated person who will accompany a staff person for a pre-event and post-event onsite inspection of the premises. (PRINT NAME: CAL HILSMAN)
 - a. The designated person(s) will be notified by the facility staff of the time one (1) hour prior to the end of the event. It is the responsibility of the Licensee to complete the function by the time (including cleanup time) specified on the contract, however if the function time should **EXCEED** the regularly scheduled function time by 15 minutes or more the Licensee must pay for an additional hour. (Initial: +)
22. All events must be complete and the facility closed no later than 10:00 pm from Monday through Saturday and 8:00 pm on Sundays. Note: The earliest a recreation center can be rented Monday through Friday is 9:00 am and 8:00 pm on Saturdays.
23. The park must be contacted at least 7 business days prior to the function, of any changes of the time, room, number of attendees and need of tables and chairs. The changes must be approved by the Executive Director or Designee.
24. No weapons of any kind are allowed on RCRC property, to include the carrying of permitted/licensed concealed weapons. The term "weapons" includes, but is not limited to firearms, ammunition, knives or explosive devices.
25. No alcoholic beverages allowed on Recreation Center premises.

*** Kitchen is not a commercial kitchen. Food must be prepared prior to arrival. Facilities are available for heating and keeping foods cold. No utensils or other equipment will be provided.*

By signing in the spaces below you, the Licensee, establish that you fully understand and agree to comply with all the terms stated within the Procedures Governing Recreation Center Facility Usage.

Licensee Signature

6-12-1
Date



UNIVERSITY OF
SOUTH CAROLINA
School of Medicine

UNIVERSITY SPECIALTY CLINICS®

June 7, 2016

Via mail/electronic mail

Richland County Recreation Commission
7473 Parklane Road
Columbia, SC 29223

Re: Tax Exempt Status

To whom it may concern:

The University of South Carolina School of Medicine Educational Trust is a 501(c)(3) tax exempt organization which operates a multidisciplinary medical practice that often does business as University Specialty Clinics- Department of Internal Medicine. Please accept that attached documentation as proof of our tax exempt status. Please contact me at 545-5220 should you have any further questions.

With kindest regards,

Very truly yours,

A handwritten signature in black ink, appearing to read "Craig Stanley".

Craig Stanley
Attorney

Attachments (as stated)

EDUCATIONAL TRUST

15 Medical Park, Suite 300, Columbia, SC 29203
803-545-5000, FAX 803-545-5012

District Director

C-1130
Atlanta, GA 30301

Date: MAR 22 1991

University of South Carolina School of
Medicine Educational Trust
c/o T.J. Hopkins Jr.
McNair Law Firm-PA
P.O. Box 11390
Columbia, SC 29211

Person to Contact:
James St. Julien
Telephone Number:
(404) 381-0171
Employer ID Number:
57-075675
File Folder Number:
580010118

Dear Sir or Madam:

Thank you for submitting the information required to properly document the name change and operational change of the University of South Carolina School of Medicine Educational Trust. (EIN 57-0705675).

Our letter dated December 10, 1980 indicated that your organization has been determined exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and we further determined that you are not a private foundation within the meaning of section 509(a) of the Code, since you are described in section 509(a)(3) effective July 30, 1980, the date you were incorporated.

Based on the Resolution of your Certificate of Incorporation we have changed our records to reflect that Richland Memorial Hospital/University of South Carolina School of Medicine Educational Foundation a section 501(c)(3) organization, incorporated July 30, 1980, changed its name to University of South Carolina School of Medicine Educational Trust by amendment of November 30, 1990.

According to the Resolution of your Certificate of Incorporation, in the Fourth Article of November 30, 1990, the organization eliminated the Richland Memorial Hospital as a specified supported organization and specified the University of South Carolina of Medicine as the only supported organization.

We have made it a part of your file.

The changes indicated do not adversely affect your exempt status and the exemption letter issued to you continues in effect.

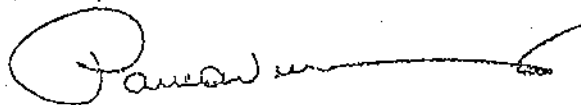
Please let us know about any future changes in the character, purpose, method of operation, name or address of your organization. This is a requirement for retaining your exempt status.

UNIVERSITY OF SOUTH CAROLINA SCHOOL

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Thank you for your cooperation.

Sincerely

A handwritten signature in cursive script, appearing to read "Paul Williams", with a long horizontal flourish extending to the right.

Paul Williams
District Director

Internal Revenue Service
District Director

Department of the Treasury-

Date: DEC 10 1980

Employer Identification Number:

57-0705675

Accounting Period Ending:

December 31

Form 990 Required: ☒ Yes ☐ No

Richland Memorial Hospital/University of
South Carolina School of Medicine
Educational Foundation
Office of Legal Affairs, University of South Carolina
Columbia, South Carolina 29208

Person to Contact:

Cheryl D. Brannen
Contact Telephone Number:

404/221-4516

FFN: 580010118

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(3).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should contact us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income tax. If Yes is checked, you are required to file Form 990 only if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

275 Peachtree Street, N.E., Atlanta, GA 30043 (over)

Letter 947(DO) (5-77)

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.


You need an employer identification number even if you have no employees.

If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,


Exempt Organization Specialist

This determination letter modifies our letter of August 21, 1980 holding you exempt under section 501(c)(3) to the extent that it is inconsistent with this letter.

cc: Theodore J. Hopkins, Jr., Esq.

THE MCNAIR FIRM

RECEIVED

Letter 947(DO) (5-77)



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

FROM: Felicia Venable, Community Relations Director

DATE: June 2, 2017

RE: Monthly Updates

1. Department: Graphics Design/Webmaster

- Game Plan
 - Issued Game Plan to parks, community centers, aquatics, tennis center and athletics department.
- Advertising and Website
 - Completed and corrected all publicity request and published all database activities
 - Multiple updates to the webpage of events
 -

2. Department: Special Events

- Governor's Cup Expo Vendors Event
 - Event was held on May 19, 2017
 - Gave out promotional items and Game plans.
 -
- Showtime Carousel: Crane Creek Gym(confirmed dates and times)
 - June 14: John Tudor Magic Show
 - June 28: The Columbia Marionette: Build it Better with the Three Little Pigs
 - July 12: Sarah Dippity Magic Show
 - July 19: Wona Womalan African Dancers and Drummers



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

- PTI Report

	PTI	JR PTI	Youth Arbitration	College Intern	Volunteer	Other	Total
District 1	I						1
District 2	II						2
District 3	III						3
District 4	II						2
						Total	8

This is the total for complete and incomplete hours for CSW volunteers from 4/27/2017 until today which 6/1/2017.

3. Department: Community Relations

- Agency Communications
 - Continuing to send out employee recognition emails weekly
- REC Connect
 - Featured our 3rd Annual Volunteer Appreciation Breakfast, held on April 27.
- Press Release
 - May 15, Regular scheduled Board Meeting on May 15 at 6:00 pm.
 - May 23, Special Call Meeting on Tuesday, May 23 at 5:30 pm.
 - May 31, Special Call Meeting on Wednesday at 5:30 pm.
 - 2nd Annual Youth & Hoops on June 3 at St. Andrews Park was sent out by the RCSD.
- Meetings
 - May 1, 2017, 10:00 am Meeting about partnering with Richland County Public Library
 - May 2, 2017 at 11:00 am meet with Brandon Grant from the State Newspaper about marketing & advertising with the State Newspaper
 - On Saturday, May 6 attended Kid Warrior Event at Finley Park from 11 – 3 pm
 - Attended Board Orientation on May 9 at 5:30 pm



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

- Attended Board Meeting on May 15 at 6:00 pm
- Attended required Management Training on May 17
- Attended The Governors Cup Expo on May 19, 2017 from 11:00 am – 5:00 pm
- REC meeting with Connie Reaves and the Parklane Adult Activity Center REC to what we thought was issues with the REC, but actually was personal matters on May 23 at 10:00 am
- Attended Special Called Board Meeting at 5:30 pm on May 23.
- Youth & Hoops Meeting with the Richland County Sherriff's Department on May 24 at 2:30 pm.
- Meet with Jacob from Grace Billboards concerning marketing and advertising on June 2 at 10:00 am.
- Internships
 - Summer Intern, Mr. Joseph Jenkins had orientation on May 22 at 9:00 am and will be with us for 270 hours completing his Internship. He is a recent graduate of Newberry College.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson

FROM: Lisa W. Lewis-Hutcherson

DATE: June 12, 2017

RE: Monthly Updates

1. Foundation:

- a. Richland County Recreation Foundation has awarded five scholarships for participants that attend a Richland County Recreation Commission Summer of Adventures Day Camp. The purpose of the scholarship is to provide financial assistance to assist five youth whose family may be dealing with an unexpected hardship. RCRF is working closely with RCRC to award five more participants in the Richland County area. We are excited to work in conjunction with the Commission to provide these scholarships that will enrich the lives of the youth selected.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission (Board Members)

FROM: David Stringer, Division Head of Human Resources

DATE: June 19, 2017

RE: Monthly Updates for

1. Human Resources:

- a. Nepotism Policy (Employment of Relatives) - The Human Resources Department has assisted with making proposed changes to the agency's Nepotism (Employment of Relatives Policy) as requested by the Board during the May 2017 meeting;
- b. Nepotism Audit - Human Resources along with the Chief of Staff have concluded the agency-wide audit of Nepotism Policy compliance and have made any required staff location adjustments to be in compliance;
- c. Annual Driver's Record Audit - The Human Resources Department has completed the annual review of employee's 3-year driving records and have taken any required actions;
- d. Education / Credentials Audit - Human is in the process of reviewing all submitted requests for staff education credentials comparing copies of the employee's high school diploma, transcript, GED or Degree verses the application and job description;
- e. Summer Camps, Camp Sunshine and Pools are all open as of June 5, 2017. Human Resources successfully assisted with recruiting, interviewing and orientation of new staff.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission
FROM: Connie Reaves, Director of Parks
DATE: June 14, 2017
RE: Monthly Updates

1. Department: Park Operations

- a. The Parks Department – Round Table Discussions with The Director of Parks, Connie Reaves, Facility Service Manager, Michael Marshall, Assistant Director, James Darby and Randolph Anderson, and Park Managers and Assistant Managers are currently underway. The discussions are held by recreation districts and focus on enhancing job performance, scheduling new events, and employee concerns. Another major goal of the Round Table Discussions is to promote a greater team approach to effectively execute RCRC's mission statement and departmental objectives.

2. Department: Programming Division

- a. In 2017 the Programming Department has received over \$30,000.00 in grant monies from outside partnerships. We received \$14,548.00 from the Department of Social Services (DSS) in order to purchase materials for our summer camp sites. Richland County Summer Camps met all standards and guidelines set by DSS, averaging 96% out of 100%.
- b. Our department is also in partnership with the University Of South Carolina School Of Health. Our partnership is designed to help improve the overall health and nutrition of our campers. Our partnership with the University Of South Carolina has generated \$15,000.00 in the last 3 years. They have committed to offering 250 scholarships for Summer Camp for 2018.
- c. The Programming Department also partnered with the Ray of Hope feeding program. The partnership is designed to provide hot meals to the students who attend the after school program.

3. Department: Adaptive Recreation

- a. We concluded Fancy Feet Family Kickball on May 13, 2017. This was an activity that the whole family could participate in. We had lots of fun teaching kickball skills as well as teamwork. We gave trophies and each parent brought a covered dish. It was a great event.
- b. Adaptive Recreation Staff attended USDA Food Service Training. This training allows Camp Sunshine campers to receive free, nutritious, healthy lunches and snacks.
- c. We continued interviewing applicants for Camp Sunshine 2017.

4. Department: Adult Services and Community Center

- a. Gadsden Community Center – On May 18, 2017, The National Fitness and Health Walk was hosted by Gadsden Park CC, from 11:00 am-2:00 pm; we had 31 participants. Patrons started the walk earlier, due to the hot temperature on that morning. Retired Nurse, Jon Waterson was our special guest. She helped pass out brochures that were on hand and did blood pressure checks for the patrons. Overall it was a successful event.
- b. Garners Ferry Adult Activity Center – On Monday, May 22, 2017, a group of 14 seniors were transported to the Capital City Club for an elegant lunch. The Capital City Club accommodations include a library lounge, dining room, grille room, and private dining. The group arrived at 11:30 am and were seated shortly afterwards. The lunch was buffet style. Everyone said that they enjoyed their meal and had a great time.
- c. Boot Camp Fitness: Monday, May 1, 2017, marked the start of the second session of Boot Camp Fitness. Boot Camp is a type of group physical training program conducted by gyms, personal trainers and former military personnel. These programs are designed to build strength and fitness through a variety of circuit intervals. Boot Camp Fitness is offered on Mondays, Wednesdays and Fridays 9:00 am – 9:45 am. There is typically about 8-10 participants that regularly attend the class. No matter the fitness level of the participants the sessions are always very intense. All of the participants say that they enjoy the class and look forward to it.
- d. Pine Grove Community Center – On May 16, 2017, the Pine Grove Community Center Senior Group visited Bishopville, SC. The group enjoyed the Pearl Fryar Topiary Garden. The tour included a visit to the South Carolina Cotton Museum and a visit to see the “Button King” Mr. Dalton Stevens.
- e. The Taekwondo classes are held on Mondays and Wednesdays 5:00 pm – 6:30 pm. Our instructor, Ms. Brenda McGriff continues to encourage the classes through teaching flexibility, inner strength and self-discipline.
- f. Pine Grove Community Center has increased its participants by 80% since 2016. Job well done, Ms. Martha!



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission, Board Members

FROM: Bryan Crider, Division Head of Property Management

DATE: 6-13-17

RE: Monthly Department Updates

1. Administrative (Parklane Office)

- a. Completed Supervisor Training for all RCRC staff agency wide
- b. Assisting with Bid write ups and Bid process for all departments agency wide
- c. Awarded bid for Hopkins Floor Replacement.
- d. Awarded and completed the replacement of 8 HVAC units.
- e. Awarded bid for accounting software.
- f. Started RFP for Financial Auditing Services
- g. Completed gathering employee educational and driving records for HR.
- h. Developing new training for staff
- i. Awarded bid for annual custodial supplies

2. District 1 Maintenance (Shop at Saint Andrews Park)

- a. Normal monthly routine maintenance to include grass cutting, trimming, edging walkways, ball field markings, trash and debris removal from the parks. Blowing off all parking lots, walkways, dugouts, entrances, tennis courts, outdoor basketball courts and etc for all parks in district.
- b. Cut dead tree at Ridgewood Park
- c. Bluff Road Park-added soil to garden center
- d. Denny Terrace-added post around garden center
- e. Olympia-trimmed shrubs in parking lot

3. District 2 Maintenance (Shop is at Crane Creek Facility)

- a. Normal monthly routine maintenance to include grass cutting, trimming, edging walkways, ball field markings, trash and debris removal from the parks. Blowing off all parking lots, walkways, dugouts, entrances, tennis courts, outdoor basketball courts and etc. for all parks in district
- b. Normal ballfield maintenance, marked 55 ballfields and painted 2 shin kickers at Meadowlake



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

4. District 3 Maintenance (Shop is at Crane Creek Facility) Kelly Mill Sports Complex

- a. Normal monthly routine maintenance to include grass cutting, trimming, edging walkways, ball field markings, trash and debris removal from the parks. Blowing off all parking lots, walkways, dugouts, entrances, tennis courts, outdoor basketball courts and etc. for all parks in district.
- b. Field markings- 24 baseball, 21 softball, 78 soccer, 4 kickball, 7 football
- c. Set up for weekend tournaments at Kelly Mills Sports Complex
- d. Removed soccer goals at Polo and assisted with laying sod in bare areas.
- e. Added post at Blythwood Park to prevent traffic from driving through the park.

5. District 4 Maintenance (Shop is at Hopkins Park).

- a. Normal monthly routine maintenance to include grass cutting, trimming, edging walkways, ball field markings, trash and debris removal from the parks. Blowing off all parking lots, walkways, dugouts, entrances, tennis courts, outdoor basketball courts and etc. for all parks in district.
- b. Field marking-46 baseball, 18 shin kicker, 15 soccer and 1 football
- c. Assisted with opening Hopkins and Eastover pool. Pressure washed decks and cleaned drains. Set up picnic tables. Painted steps to meet SCDHEC requirements.
- d. Garners Ferry- prepared grounds and set up for Caribbean Festival. Removed soccer goals and set up bleachers. Mulched and trimmed trees and shrubs.

6. Construction and Facility Repair (Shop at Parklane)

- a. Gadsden Park: Completed construction of the new well house.
- b. Painted inside of Tennis Center on Parklane, and installed new baseboard.
- c. Assisted with sod replacement at Polo Soccer Complex
- d. Installed siphoning system at Rimer Pond to determine where spill way is for pond.
- e. Completed installation of HVAC units at Friarsgate, North Springs, Eastover, Blythwood and Hopkins
- f. Trenholmn Park- installed 1000 gallon grease trap, drain lines and associated grading, grassing and etc.
- g. Completed quarterly HVAC filter change out
- h. Repaired various plumbing, HVAC and Electrical issues county wide and continued daily



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

work orders and maintenance for all trades.

7. Custodial

- a. Normal routine cleaning to include, sweeping, moping, buffing, trash pick up from grounds, restroom cleaning, vacuuming, cleaning glass surfaces, and dumping trash daily.
- b. Started implementation of new concentrate (Proportioning Program) cleaning system provided by custodial supplier.
- c. Shampoo and cleaned carpet at Adult Activity Center, Garners Ferry Adult Activity Center and Crane Creek Gym
- d. Continued focus on washing out and major cleaning of all outdoor restrooms.
- e. Assisted with weekend set up for rental over 75 guests.

8. Fleet Maintenance (Shop at Parklane)

- a. 7 oil changes
- b. Serviced tractor trailer, and 2 dump trucks
- c. Installed new lights and rewired landscape trailer.
- d. Replaced several trailer tires and repairs tires as need
- e. Various repairs on weed eaters, edgers, mowers, and lawn care equipment
- f. Stated replacement of wheels and bushings on finishing mower.

9. Turf Management (Shop is at Crane Creek facility)

- a. Polo Soccer- assisted with renovations of adding sod to bare areas and filling in low areas as needed.
- b. Started second application of herbicides for weed control on fields and grounds.
- c. Repaired 2 wire irrigation system at Kelly Mill
- d. Monitor all irrigations and make repairs as needed county wide.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

FROM: Bob Hickman, Division Head, Safety, Security, Risk Management & Recreation

DATE: June 12, 2017

RE: Monthly Updates

1. Department: Security

- a. Continuing to coordinate with Sheriff's Department, Forest Acres, Irmo, and with Columbia Police Department to maintain Property Protection status.
- b. Maintaining coordination with Hawkeye security to facilitate officers at designated events.
- c. Visiting parks to discuss current issues surrounding Safety/Security.
- d. Coordinating to provide traffic control at Kelly Mills for baseball and softball tournaments.

2. Department: Safety

- a. Coordinated and conducted a First Aid, CPR and AED class to specified RCRC staff.
- b. Coordinated and conducted AAA Defensive Drivers Class
- c. Chris and Bob inspect Adult Leisure Bus, safety & security vehicles on a bi-weekly schedule to improve their safety performance
- d. Continuous and on-going inspections of all playgrounds, grounds, signage, buildings, including bleachers, AED, First Aid Kits, SDS, Exit Lights, Emergency lighting, Video Surveillance system, Fire extinguishers/ alarms for safety issues
- e. Bob and Chris have been making additional overview trips to each property identifying potential risk issues. Issues are submitted via maintenance request to Property Management.
- f. Had to close playground at Olympia Park. Rains wash out playground surface.
- g. North Springs Multipurpose field and Polo Road football field were closed for safety issues. Fields being re-sodded and will be reopen in spring.

3. Department: Risk Management

- a. Sabrina continues updating and analyzing the following reports and databases: Incident/Accident, Safety Department Site Visits, Monthly emergency Drill Checklists, and AED Inspections Logs.
- b. Assisting Division Head with Security scheduling.
- c. Updates Training Database for First Aid Training & Defensive Drivers training taught to RCRC Staff.
- d. Assist Safety Committee Chair with information pertaining to items or incidents of concern.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

- e. Coordinates with Special Programs & Hawkeye Security to facilitate Security at rentals.
- f. Maintains Key Registry forms and inputs data to the Master Key Registry electronic file.
- g. Coordinates and schedules training provided by the Safety and Security Department.
- h. Assisting Division Head with Alarm Company memos identifying points of contact.

4. Department: Aquatics

- a. Opened the pools on Monday, June 5, 2017.
- b. Still Accepting reservations for pool use and rentals
- c. Working with HR to obtain qualified Lifeguards and pool staff, still lacking sufficient Lifeguards

5. Department: Recreation

- a. LinRick- Business has been good, finally able to catch up financially. Grounds are looking awesome!
- b. Kelly Mill- Coordinating new drawing method. Have established a blind draft style drawing for weekend use of Kelly Mill.
- c. Athletics- Summer basketball registration had to be extended to accommodate more participation.
- d. Have to close Polo Road Soccer to public for three months to accommodate new grass.
- e. Have to close two more fields, North Springs #5 and Polo #6 (Multi-purpose) Fields will be closed until Spring 2018.
- f. Most community leagues also had to extend their respective seasons because of the inclement weather this past month.