



ADMINISTRATOR'S REPORT
Kevin Bronson
Office of the City Administrator
Westminster, South Carolina

August 29, 2025

GENERAL INFORMATION

South Carolina Apple Festival

The South Carolina Apple Festival will take place in Downtown Westminster this week from Friday, September 5, to Saturday, September 6. Additional festivities will include a Chattooga River Float on Wednesday and the Apple Baking Contest, Apple Festival Pageants, and Clogging on Thursday.

The Westminster Rotary Club Apple Festival Luncheon will be held on Friday at 1:00pm. The keynote speaker will be Clemson University Director of Athletics Graham Neff. City Council can pick up their reserved tickets at City Hall or at the event.

Downtown Streetscape Project

Bids for Phase I of the Westminster Downtown Streetscape Project was published on Friday, August 13. Bids will be due on September 22, 2025. The solicitation can be found at:
www.westminstersc.org/departments/administration/#bids.

This Week in Rec: An Update from Recreation Director Herb Poole

- Soccer, baseball, and softball game schedules will be available in coming days.
- Soccer will begin next week, with 6U games played at Yousef Mefleh Fields and 10U and 12U games played at Hall Street.
- Volleyball schedules will be available in the coming two weeks.
- Card readers or Recreation Department Concession are operational. Participants and Spectators will have the ability to make concessions and admissions payments with Credit and Debit Cards.
- The Westminster Recreation Football homecoming will be on Saturday, September 27. This is one of the biggest WRD fundraisers of the year.
- Westminster Recreation is discussions to bring Westminster's first travel softball tournament to town in September. Additional details will provided when available.

Assistant Recreation Director

In the FY 2026 Budget, City Council authorized the creation of an Assistant Recreation Director position. The job has been posted on the City and MASC Websites. The job posting can be found at <https://westminstersc.org/careers/>.

Horton Outdoor Recreational Area

AMW General Contractors completed setting the forms for the concession building this week. The planned pour of the footings and pad this week did not occur as the contractor awaits permitting.

Field construction crews continued to work on field components. The redesigned drainage system on the fields seems to be working. Additional evaluations can be made once the heavens send rain.

This week the irrigation contractor installed irrigation on the fields and is mostly complete. Next step will be to test the system and then begin installation of the topsoil with the turf to follow. There was no additional action on the lighting this week. The south-most field has most of the fencing installed. Several areas of concrete walkway were poured this week.

Coopers Mill Phase II

HDH Construction has completed the sewer main and service connections. HDH began installing the main water line.

SCIIP Sewer Improvements Phase I

Tugaloo/McClam has completed Crooked Street and are finalizing completed sections before moving to Pumphouse Road towards Mimosa Street.

SCIIP Sewer Improvements Phase II

LW began site prep by saw cutting the median and mobilizing equipment.

As reported last week, LW Incorporated is the contractor for the second phase of SCIIP improvements. Below is a timeline and attached is a project map. The dates and estimated times to complete the project within the 285 days in the contract start. This timeline was the basis for the negotiated bid. It is expected that amendments to this estimate will change as the project progresses.

- 8/20 - preliminary sawcut work began
- 8/21 - pipe and fittings delivered
- 8/27 - scheduled MH delivery
- 8/27 - begin construction on Line "A"
- Traffic Control Structures received and placed by the first week in September. Work on Line C to begin once these are in place and Line A is complete.
- LW anticipates completing manhole-to-manhole sections on an approximate three-week cycle, recognizing that actual durations may vary due to differing line lengths. Based on this projection, line work is expected to be substantially complete by early to mid-May, with overlays and punchout activities concluded by the end of the month.

Heirloom Farms

Water services have are mostly complete, pending the final punch list. Sewer is complete.

OEA and Chamber of Commerce Community Breakfast

The Oconee County Chamber of Commerce and Oconee Economic Alliance will host a community breakfast on Friday, September 5 at 8:30am. Local government staff from all five Oconee County

municipalities will provide updates from their communities, including Westminster City Administrator Kevin Bronson. Registration is required to attend.

2025 Municipal Election Information

For the Special Election to fill the unexpired term for the City Council seat recently vacated the Oconee County Voter Registration and Elections Office provided the following:

- Candidate Filing Opens - Friday, August 29 @ Noon
- Candidate Filing Closes - Monday, September 8 @ Noon*
*(*Please note the office will be closed on Monday, September 1 in observance of Labor Day)*

The Special Election will be added to the November 2025 Election.

Oconee County Press Release for Seneca Creek Parking Impacts on Clemson Game Days

This week, Oconee County issued the attached press release for Seneca Creek parking on Clemson game days.

Westminster Local Economic Development Corporation

The Westminster Local Economic Development Corporation will meet on Wednesday, September 3, 2025 to consider the amendments to the Commercial Building Improvement Grant proposed by Westminster City Council at the August 12, 2025, City Council Meeting. The amendments will be presented to City Council at the September 9, 2025 Council Meeting. The agenda is attached.

SCDOT Requests Public Comment on the Inclusion of Enhanced Mobility Projects in the 2024-2033 Statewide Transportation Improvement Program

Office of Public Engagement
(803) 737-1270 | media@scdot.org

Columbia, S.C. (August 28, 2025) - The South Carolina Department of Transportation seeks public comment on the action to amend the [2024-2033 Statewide Transportation Improvement Program \(STIP\)](#) to include transit programs and projects receiving federal funds to enhance mobility for seniors and individuals with disabilities.

Title 49 U.S. Code of Regulations Section 5310 authorizes the Enhanced Mobility of Seniors and Individuals with Disabilities Program and provides formula funding to states to assist in improving transit mobility options for seniors and individuals with disabilities. SCDOT suballocates funds to eligible applicants, providing the 85 percent federal share for expenses associated with purchase of ADA-compliant vehicles, and the 80 percent federal share for administration of regional Mobility Management or Purchase of Service programs.

The SCDOT Office of Public Transit issued a statewide call for projects in July 2025. The SCDOT Commission reviewed the [list of project applicants](#) on August 22, 2025. Project applications are reviewed locally by South Carolina Councils of Governments and prioritized for award and inclusion in the STIP.

[Submit a Comment](#)

SCDOT will receive public comment for the 21-day period from August 29, 2025 to September 17, 2025. Comments should be submitted to Ginny Jones, Public Involvement Director, SCDOT Office of Public Engagement, 955 Park Street, P.O. Box 191, Columbia, SC 29202. Comments may also be submitted online or by email to SCDOTpubliccomment@scdot.org.

Visit [scdot.org/projects/public-comment-notice](https://www.scdot.org/projects/public-comment-notice) to view all STIP Comment Notices and submit comments online.

To assist those who do not have internet access, a printed copy of this notice and supporting information is available for public review and comment at any of the South Carolina Department of Transportation District Offices and the South Carolina Councils of Government Offices.

Please note, any information provided, including names and addresses, is subject to disclosure under the Freedom of Information Act.

Westminster Planning Commission

Nothing to report.

OJRSA

Past and future meetings are available on the OJRSA's YouTube channel:

<https://www.youtube.com/@OconeeJRSA>

The OJRSA Finance and Administration Committee met on Tuesday, August 26, 2025 at 9:00 am at OJRSA.

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

September 1, 2025 City Offices Closed to Observe Labor Day

September 8, 2025 at 4:00 pm OJRSA Board Meeting at OJRSA

September 9, 2025 at 6:00 pm City Council Meeting at the Westminster Fire Department

September 11, 2025 at 9:00am OJRSA Ad Hoc Reconstitution Committee at OJRSA

September 15, 2025 at 6:00 pm Westminster Planning Commission Meeting at City Hall

September 18, 2025 at 8:30 am OJRSA Operations & Planning Committee at OJRSA

September 18, 2025 at 10:00 am PMPA Board Meeting at PMPA

September 23, 2025 at 9:00 am OJRSA Finance & Administration Committee at OJRSA

City Council Meeting Schedule:

January 14, 2025		6:00 PM	City Council Meeting
February 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
March 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 8, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 29, 2025	4:00 PM		Budget Workshop
May 13, 2025		6:00 PM	City Council Meeting
June 17, 2025		6:00 PM	City Council Meeting
July 8, 2025		6:00 PM	City Council Meeting
August 12, 2025		6:00 PM	City Council Meeting
September 9, 2025		6:00 PM	City Council Meeting
October 14, 2025		6:00 PM	City Council Meeting
November 18, 2025		6:00 PM	City Council Meeting
December 9, 2025		6:00 PM	City Council Meeting

Special Events Calendar

South Carolina Apple Festival- September 5-6, 2025 on Main Street Westminster

The South Carolina Apple Festival Committee Hosts the Westminster Apple Festival on Main Street.

150th Birthday Tea Party- October 4, 2025 at 2:00pm at the Martin House

Join the Lazy Daisy Garden Club for a Tea Party Celebrating Westminster’s 150th Birthday. Tickets will be \$10 per person. All proceeds will go to support scholarships for West-Oak Highschool Students. Tickets must be reserved by September 18 and can be purchased at <https://www.zeffy.com/en-US/ticketing/westminster-150th-birthday-tea-party>. A flyer is attached.

South Carolina Bigfoot Festival- October 10-11, 2025 on Main Street Westminster

The South Carolina Bigfoot Festival Committee Hosts the Westminster Bigfoot Festival on Main Street.

Boo on Main!- October 31, 2025 on Main Street Westminster

The City’s annual Boo on Main! Features a festival style trunk or treat for Westminster Children on Halloween Night.

Westminster Arbor Day Celebration – December 5, 2025 time and place TBD.

Westminster Christmas Parade and Tree Lighting- December 5, 2025 on Main Street and Retreat Street Park

PART 2:

- About 2-3 Months
- Approx. 1013' of 8" Line
- Depths range from 6 to 10.5 feet
- New line to replace old line
- Significant Impact to Traffic (will coordinate with SDOC, Law Enforcement, and Emergency Services)
- All work within right-of-way and Oak St
- Will impact HWY 24 to Sandifer Funeral Home

PART 1:

- About 1-2 Months
- Approx. 529' of 8" Line
- Depths range from 6 to 10 feet
- New line to replace old line
- Some minor impacts to Oak Street
- All work within right-of-way and Oak St.

General Notes

- All locations and times are approximate. Delays are possible.
- Grant funded through SCIIP: \$2,094,690
- Traffic impacts will be minimized wherever possible
- Work to be completed by LW, Inc.



OCONEE ECONOMIC ALLIANCE
OCONEE COUNTY, SOUTH CAROLINA, USA

GOOD MORNING OCONEE COMMUNITY BREAKFAST

TOPIC: City Updates

Officials from Westminster, Seneca, West Union, Walhalla and Salem will provide the latest information on what is happening in their cities



Sept 5, 2025

8:30 am - 10:00 am
Blue Ridge Electric Co-op
Community Room
2328 Sandifer Blvd
Westminster, SC

TICKETS - \$5.00 EACH

REGISTRATION REQUIRED
WWW.OCONEECHAMBERSOUTHCAROLINA.COM



Scan Here to Purchase Ticket



OCONEE COUNTY, SOUTH CAROLINA PRESS RELEASE

For Immediate Release
August 27, 2025

Seneca Creek Parking Impacts on Clemson Game Days

(Walhalla, SC) – Oconee County Parks, Recreation & Tourism announces changes to Clemson Football game day parking at Seneca Creek Lake Access on Lake Hartwell. During home games, Clemson University will be utilizing the main parking area for football game contract staff. Spaces will be unavailable, beginning at 12:01 a.m. until three hours after the conclusion of the game.

Approximately five spaces will be available for boat and trailer parking on game days. Once the spaces are full, boat traffic will be re-directed. Additional lake access areas nearby include Lawrence Bridge Access Area, Clemson Marina, Martin Creek Landing and Friendship Landing.

Courtesy Docks will remain available for restroom access from the lake during home game days. Access to the fishing dock and kayak launch dock will not be permitted during the impacted hours.

For additional information, please contact Oconee County Parks, Recreation and Tourism by phone at 864-888-1488.

MEDIA CONTACT:

Phil Shirley
Director of Parks, Recreation & Tourism
(864) 888-1488
pshirley@oconeesc.com

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AGENDA

City of Westminster Local Development Corporation

City Hall Conference Room

September 3, 2025- 4:00pm

- I. Call to Order**
- II. Consideration of July 17, 2025, Meeting Minutes**
- III. Financial Report- Ashley Jones**

Revenue		
8/27/2025	\$61,421.39	BEGINNING BALANCE
Expenses		
Keith Denny- 105 W MAIN ST	\$1,937.50	AWARD PENDING
Keith Denny- 107 W MAIN ST	\$1,937.50	AWARD PENDING
Retail Strategies	\$15,000.00	Approved expense
BANK BALANCE	\$44,483.89	As of 08/30/25
Annual PMPA Appropriation FY26	\$20,000.00	Available January 2026
Balance with 2026 Appropriation	\$64,483.89	

- IV. Discussion and Consideration of Amending CBIG Requirements and Guidelines**
The Local Development Corporation (LDC) authorized amendments to the CBIG Program at the July 17, 2025 meeting. As best practice, the changes were presented to City Council, who requested additional items be incorporated:
 - 1) Disallow wooded or similar decomposable material in planted/landscaped areas. All long-term landscaping materials must be stone, rock, brick, or other similar hard material. This is intended to apply to landscaped perimeter linings, raised flowerbed structures, and other long term materials.
 - 2) Clearly explain that sparking lots improvements (Category II) may include resurfacing and patching.
- V. Member Comments**
- VI. Adjourn**

LOCAL DEVELOPMENT CORPORATION

JULY 17, 2025, MEETING MINUTES

Sammy Dickson called the meeting to order, certifying a quorum. Others in attendance were Brian Allen, Kent Miller, Reagan Osbon, Kevin Bronson, Ashley Jones and Andrea Kelly (Seneca Journal).

The motion to approve the minutes from the May 20, 2025, meeting passed unanimously.

New Business:

1. Financial Report

Ashley Jones presented the up-to-date Balance Sheet, including awards and upcoming FY26 PMPA appropriation. The balance sheet was corrected at the meeting to reflect the award of grants for 105 W Main Street and 107 W Main Street.

Revenue		
<i>2/1/2025</i>	\$68,797.57	BEGINNING BALANCE
Expenses		
Leslie Davis	\$4,401.18	GRANT AWARDED
Angie Cromer	\$2,975.00	GRANT AWARDED
Keith Denny- 105 W MAIN ST	\$1,937.50	AWARD PENDING
Keith Denny- 107 W MAIN ST	\$1,937.50	AWARD PENDING
BANK BALANCE	\$57,546.39	As of 06/30/2025
Annual PMPA Appropriation FY26	\$20,000.00	
Balance with 2026 Appropriation	\$77,546.39	

2. Presentation of CBIG Recommended Changes

Reagan Osbon went over a brief review of the by-laws for the corporation. A question was raised concerning the mayor’s designee for membership. Mr. Osbon will confirm this with the mayor. Mr. Osbon reviewed the recommended changes to the CBIG. Possible additions to eligible projects would be landscaping, parking lots, and lit signage. All members agreed that murals and chain businesses would still not to be eligible for grant funding with this corporation. Mr. Osbon explained that the projects would be broken down into three categories:

Category I – small cosmetic work (landscaping, exterior painting, cleaning, decorative features)

Category II – moderate structural improvements (doors, windows, roof repair, parking lot, architectural improvements)

Category III-significant structural improvements, code compliance, utility work

This topic brought some discussion. Kent Miller inquired who would determine what category a project would fall under. Brian Allen was concerned that deciding between Categories II and III could cause some confusion. Mr. Osbon explained that the applicant would decide and then staff would review. If it was changed by staff and the applicant disagreed, he or she could appeal to the committee.

3. Consideration of Amending CBIG Guidelines and One-Time Expenses
Recommended changes were to the categories for funding.

Category I – 75% city cost, spending cap \$2,000

Category II – 60% city cost, spending cap \$7,500

Category III – 60% city cost, spending cap \$10,000

Mr. Allen questioned whether more than one application could be accepted in each category to get to the monetary cap. Mr. Osbon explained that applicants were only eligible for one application per category per calendar year. Sammy Dickson was concerned that if an applicant applied for all three categories the Fund Balance would be used up; however, the cap should keep that in check and it can always be revisited, if necessary. Kevin Bronson mentioned that the PMPA appropriation would come to an end soon and that should be considered. Mr. Dickson suggested moving on with the new proposals and seeing if they attract more interest. Mr. Allen and Mr. Miller both agreed. Mr. Osbon said that he would clean up the application to reflect these changes.

Mr. Osbon also discussed one-time expenses that could use some of the fund balance that would align with the mission of the LDC and benefit the city. One expense would be for window decals for grant recipients at a one-time cost of \$200. All members approved and agreed to vote on at the end of the meeting. Another possible expense would be for large window decals for vacant buildings instead of covering them with paper. The members decided this could be an option if not many grant applications were received. The third expense option discussed was for a \$15,000 investment from the LDC for training for Mr. Bronson and Mr. Osbon to attend training at the Retail Strategies Retail Academy. The training is \$25,000. The city would add the additional cost of \$10,000 to cover the full expense. This training would allow staff to recruit national chain retail stores and restaurants to the City of Westminster. Mr. Dickson asked if this program could be tied back to the board and its vision. Mr. Osbon restated the purpose from the by-laws. Mr. Dickson asked both Mr. Allen and Mr. Miller if they had any questions or hesitations concerning the training. Hearing none, Mr. Dickson proceeded with a vote. Mr. Allen made a motion to fund \$15,000 from the LDC for city staff for training, Mr. Miller seconded, and it passed unanimously.

Mr. Allen made a motion to accept the one-time expense of \$200 for window decals and to move all changes to the CBIG Requirements to the City Council (August 12, 2025). Mr. Miller seconded, and it passed unanimously.

4. Adjourn

Mr. Dickson made a motion to adjourn. The committee gave unanimous consent.

(Minutes prepared by Ashley Jones)

Sammy Dickson, Chairman



Westminster
TOGETHER WE GROW

CITY OF WESTMINSTER

**Commercial Building Improvement Grant
Program**

APPLICATION AND AGREEMENT

City of Westminster
PO Box 399
100 E Windsor Street
Westminster, SC 29693

Updated August 12, 2025

City of Westminster

Commercial Building Improvement Grant Program

The City of Westminster, in its continuing effort to support the development of the Downtown Business District and enhance commercial activity, has created a Commercial Building Improvement Grant Program. The Commercial Building Improvement Grant Program will encourage economic growth and help create a more inviting character for the downtown area. The following outlines the details of the Commercial Building Improvement Grant Program.

Program Oversight and Funding

The City of Westminster Local Development Corporation (LDC) is responsible for administering the Commercial Building Improvement Grant Program, intended to stimulate improvements to the exterior or interior of commercial buildings in the Downtown Business District, in commercial corridors located along major state highways, or commercial structures that are reasonably expected to provide an increase in commerce within the City limits.

The funding of this program is provided through the City of Westminster and the LDC. All activities relating to the funding of improvement projects will be reported to the Westminster City Council.

Project Categories

Each project will fall into one of three categories. Applicants should exercise best judgement when categorizing their project as part of the application and will be subject to review by City of Westminster and the LDC. If a project is categorized incorrectly on the application, a representative from the City or LDC will contact the applicant to notify them and make the appropriate changes to the correct category.

Category I: Small and Cosmetic Projects

- **Purpose:** This category is intended to support minor exterior improvements that are primarily cosmetic or decorative in nature and do not involve structural changes.
- **Eligible Projects May Include:** Landscaping enhancements (e.g., flowerbeds, tree planting, irrigation installation or upgrades), exterior cleaning or painting, decorative features, and other non-structural improvements that enhance curb appeal.

Maintenance Requirement for Repeat Applicants: Applicants who receive funding in this category for multiple years must demonstrate that previously funded projects have been reasonably maintained. For example, a flowerbed installed with CBIG funding in a prior year must be kept in good condition (i.e., not overgrown, neglected, or unsightly) and must comply with all applicable City codes to remain eligible for future funding. Proposed landscaping projects may not include decomposable materials, such as wooden crossties, flower bed frames, raised wooden structures, or similar items. Any permanent landscaping improvement must be constructed of durable materials such as rock, stone, or finished/ornamental metal.

- **Grant Amount:** 75% of project cost up to \$2,000.00

Category II: Modest Structural Improvements

- **Purpose:** This category is intended to assist with moderate exterior improvements that involve minor structural changes or repairs to key building elements and surrounding areas.
- **Eligible Projects May Include:** Replacement or modification of doors and windows, installation or repair of awnings, architectural enhancements (e.g., trim, cornices, façade features), roof repairs (non-structural), and parking lot restriping, refinishing, patching, or similar surface-level

improvements.

- **Grant Amount:** 60% of project cost up to \$7,500.00

Category III: Significant Structural Improvements, Code Compliance, and Utility Work

- **Purpose:** This category is intended to support substantial improvements necessary for the structural integrity, safety, and functionality of a commercial property. These projects often address building code compliance, major repairs, or essential utility upgrades.
- **Eligible Projects May Include:** Structural repairs (e.g., foundation, framing), flooring replacement related to building integrity or safety, plumbing and drainage system improvements, electrical upgrades, and remediation of major code violations or life-safety issues.
- **Grant Amount:** 60% up to \$10,000.00.

Project Categorization Appeal:

Applicants who disagree with the categorization of the project made by staff may appeal to the LDC to recategorize the project at the time of LDC review of the grant application. Appellants will carry the burden of proof in demonstrating why the project should be recategorized. During such appeals the LDC shall hear from the appellant first, followed by staff, and shall have the opportunity to ask questions and discuss. A majority vote is required to recategorize a project.

Grant Fund Disbursement

Projects must begin within 45 days of grant approval and be completed within six (6) months of start date. The grantee will be reimbursed after completion and inspection. No work completed prior to receipt and approval of the application is eligible.

Eligible Properties and Applicants

1. Eligibility is limited to buildings or structures located within the downtown business district, commercial corridors located along major state highways or commercial structures that are reasonably expected to provide an increase in commerce within the City limits.
2. Owners or tenants may apply for the grants; however, a letter of consent from the property owner is required.
3. Businesses whose existing use is allowable by the City's current codes and regulations. The LDC reserves the right to deny funding to applicants who are delinquent on payment of fines or fees.
4. The Property must be subject to the 6% assessment and the property must be subject to property taxes under the current levy. Tax exempt properties are not eligible.
5. Each property shall be eligible for up to one project per category per year. Each property shall not be awarded more than \$10,000 in CBIG funds across all categories and projects in a year. A year shall be construed to begin on January 1 and end on December 31.

Eligible and Ineligible Improvements

Eligible expenditures shall include expenses detailed below -

Improvements must be consistent with recommendations set forth in the City of Westminster Comprehensive Plan. Unless otherwise approved, all work shall be completed by a licensed contractor, legally operating in the City. Applicants should contact the City for assistance with permitting and business licensing. Contractors must supply a detailed written estimate to accompany the application. In some cases, self-contracted projects may be approved. These projects will require an itemized list of materials. Reimbursement of self-contracted labor costs are subject to approval. Murals or large displays of public arts shall not be funded.

Time Expectations

Project must begin within 45 days of grant approval and be completed within six (6) months of approval and will be reimbursed after final inspection. A reasonable extension may be granted, based upon the good faith efforts of the applicant, through written notification to the City Administrator. Work must not

be started by or on behalf of the applicant prior to the date of the grant award.

Guidelines

1. All proposals shall meet the zoning, building, and fire code requirements of the City.
2. Top priority will be given to projects which make a highly visible contribution to revitalization of commercial structures.
3. Colors should be chosen to coordinate with neighboring buildings.
4. Retention and repair of existing cornices is strongly encouraged wherever possible.
5. Side elevations and rear façades should be treated as seriously as main façades. The development of rear or side entrances with appropriate design is encouraged.
6. Applicants are responsible for all aspects of the project, any relationships with contractors and suppliers, and securing all necessary City permit approvals before the project begins.

Application Deadline

Applications accepted on a rolling basis and considered as funding is available.

Application Process

1. Applicant submits the application and attaches the following information:
 - A minimum of two (2) photographs of existing building façade
 - Photos, plans, or sketches of proposed improvements
 - Quotes, fee proposal, and any other back up that supports the proposed budget
 - Owner's permission, if applicant is not the owner
 - Business Type
 - Rent/Lease Agreement
2. Owner/tenant submits the Application to the City Administrator or their designee.
3. The LDC considers the application. The LDC reserves the right to deny an application. A notification letter is sent to the applicant stating whether the project has been accepted as described in the application, accepted with conditions, or rejected. If the application is rejected, it may be resubmitted with modifications within 30 days.
4. The Commercial Building Improvement Grant Agreement is upon approval and prior to beginning work. Parties in the agreement will be the applicant, building owner (if other than applicant), and the City Administrator, who is authorized to sign on behalf of the City.
5. Any changes to the approved design must be submitted for consideration.
6. Upon project completion, copies of all the applicant's dated statements or invoices shall be submitted to the City Administrator.
7. A representative of the LDC and/or a city representative will inspect the completed work, Grant funds are dispersed to the applicant.

Grant Policy

The LDC will not use race, sex, age, or religion as grounds for refusing a grant to an eligible applicant.

Grant recipients will agree to place a *City of Westminster Commercial Building Improvement Grant Recipient* sign at the construction site, during the time of improvements and in their storefront window for 180 days after the completion of the project.

More Information

More information may be obtained: or have questions about the Commercial Building Improvement Grant Program, please contact Westminster City Hall:

- by phone at (864).647. 3212
- by email at: rosbon@westminstersc.org
- by mail at City of Westminster, PO Box 399, Westminster, SC 29693
- in person at City Hall, 100 E. Windsor Street
- online at www.westminstersc.org



**City of Westminster
Commercial Building Improvement Grant Program
Application**

Designated Property

Address: _____

Applicant Information

Applicant Name: _____ Phone: _____

Mailing address: _____

City, State, Zip: _____

Applicant Relationship to Designated Property:

_____ Own _____ Rent _____ Other

\$ _____ Rent/Lease

_____ New or Existing Business

Owner Information (if different from applicant)

(A letter of consent from the property owner is required.)

Owner Name: _____ Phone: _____

Address: _____

City/State/Zip: _____

Scope of Proposed Project: Include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. (Attach additional sheets if necessary)

City of Westminster

Commercial Building Improvement Grant Program

Page 2

Community Benefit: Include a brief explanation as to how the project will increase commerce and enhance economic growth for the City of Westminster and the community. (Attach additional sheets if necessary)

Financial Information

Project Category:

- Category I: Small and Cosmetic Projects (75% cost share up to \$2,000)
- Category II: Moderate Structural Improvements (60% cost share up to \$7,500)
- Category III: Significant Structural Improvements, Code Compliance, and Utility Work (60% cost share up to \$10,000)

Estimated Project Cost: \$_____ (Attach an itemized budget.)

Grant money applied for: \$_____ (Grant amount shall not exceed the respective category funding maximum or cost share)

Other grants amount awarded this year: \$_____ (Each property shall be eligible for up to \$10,000 per year across all CBIG projects)

Application Check List

- ___ Application must be complete
- ___ Budget summary/Cost estimate attached
- ___ Letter of consent from property owner (if leasing/renting)
- ___ Architectural sketch of proposed project (if necessary)
- ___ A minimum of two (2) photographs of building with existing conditions
- ___ Paint and awning samples (if applicable)
- ___ City permits applied for (if applicable)

I agree to comply with the guidelines and standards of the City of Westminster Commercial Building Commercial Building Improvement Grant Application

Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Applicant's Signature _____

Date _____

Submit application to: **For additional information, contact:** City
of Westminster
PO Box 399 Assistant City Administrator
100 E. Windsor Street 864-647- 3212
Westminster, SC 29693 rosbon@westminstersc.org

Grant Committee Use:

Date Received: _____

Date Reviewed: _____

Application: _____ Granted

_____ Denied

Comments _____

City of Westminster

Commercial Building Improvement Grant Agreement

THIS AGREEMENT is entered into this _____ day of _____, _____, by and between the CITY OF WESTMINSTER (City) and _____ (Grantee), whose address is _____.

WHEREAS the City has approved a façade improvement grant to Grantee subject to the execution of this Agreement, and Grantee desires to accept the grant and to abide by the terms of this Agreement, and

WHEREAS the City has approved a grant in an amount not to exceed Ten Thousand and No/100 Dollars \$10,000.00 for commercial building improvements at _____, Westminster, SC.

NOW THEREFORE, the parties agree as follows:

1. Grantee reaffirms that all information provided to the City in its Commercial Building Improvement Grant Application is correct and accurate.
2. Grantee has read and agrees to abide by the provisions and requirements of the City of Westminster Commercial Building Improvement Grant Program.
3. All work performed by Grantee will be consistent with the approval by the City. If Grantee desires to make any changes in the project, Grantee will obtain written approval from the City before implementing such changes. Grantee understands that the City is not required to approve any changes.
4. Grantee agrees to complete the improvements within six (6) months from the date of this Agreement and understands that failure to complete the improvements within such period will result in forfeiture of the grant.
5. Grantee understands that the grant will be paid to Grantee only upon completion of the work, submission of all dated statements or invoices to the City, and approval by the City of the completed work.
6. Grantee will notify the City immediately if Grantee's interest in the subject property changes in any way. This Agreement is not assignable by Grantee without prior written approval of the City, which will not be unreasonably withheld.
7. Grantee hereby grants to the City the right to use pictures, renderings, or descriptions of the work for any and all promotional purposes desired by the City.

IN WITNESS WHEREOF, the parties have signed this Agreement on the day and year first written above.

WITNESSES FOR THE CITY

CITY OF WESTMINSTER

By: _____

WITNESSES FOR GRANTEE

GRANTEE

By: _____

WITNESSES FOR OWNER

OWNER (if other than Grantee)

By: _____

Substitute W-9
Request for Taxpayer Identification Number & Certification

In order to comply with the Internal Revenue Code, we are required to obtain your Federal Identification Number to be used in reporting the payments we make to you. Please complete the following information and return to the address below. Please type or print your information on the form below. Your cooperation in this matter is greatly appreciated.

Vendor: _____ Address: _____ City, State,
Zip: _____

Please mark the Type of Entity:

_____ Individual	_____ Partnership
_____ Sole Proprietor	_____ Governmental Unit
_____ Corporation	_____ LLC or other

Company Name Employer Identification #

If individual or sole proprietor, also give name and SSN.

Name (print) SSN

Authorized Signature _____

Title _____ Date _____

Telephone # _____

Email Address Name of Primary Contact



Westminster
TOGETHER WE GROW

CITY OF WESTMINSTER

**Commercial Building Improvement Grant
Program**

APPLICATION AND AGREEMENT

City of Westminster
PO Box 399
100 E Windsor Street
Westminster, SC 29693

Updated August 12, 2025

City of Westminster

Commercial Building Improvement Grant Program

The City of Westminster, in its continuing effort to support the development of the Downtown Business District and enhance commercial activity, has created a Commercial Building Improvement Grant Program. The Commercial Building Improvement Grant Program will encourage economic growth and help create a more inviting character for the downtown area. The following outlines the details of the Commercial Building Improvement Grant Program.

Program Oversight and Funding

The City of Westminster Local Development Corporation (LDC) is responsible for administering the Commercial Building Improvement Grant Program, intended to stimulate improvements to the exterior or interior of commercial buildings in the Downtown Business District, in commercial corridors located along major state highways, or commercial structures that are reasonably expected to provide an increase in commerce within the City limits.

The funding of this program is provided through the City of Westminster and the LDC. All activities relating to the funding of improvement projects will be reported to the Westminster City Council.

Project Categories

Each project will fall into one of three categories. Applicants should exercise best judgement when categorizing their project as part of the application and will be subject to review by City of Westminster and the LDC. If a project is categorized incorrectly on the application, a representative from the City or LDC will contact the applicant to notify them and make the appropriate changes to the correct category.

Category I: Small and Cosmetic Projects

- **Purpose:** This category is intended to support minor exterior improvements that are primarily cosmetic or decorative in nature and do not involve structural changes.
- **Eligible Projects May Include:** Landscaping enhancements (e.g., flowerbeds, tree planting, irrigation installation or upgrades), exterior cleaning or painting, decorative features, and other non-structural improvements that enhance curb appeal.
- **Maintenance Requirement for Repeat Applicants:** Applicants who receive funding in this category for multiple years must demonstrate that previously funded projects have been reasonably maintained. For example, a flowerbed installed with CBIG funding in a prior year must be kept in good condition (i.e., not overgrown, neglected, or unsightly) and must comply with all applicable City codes to remain eligible for future funding. Proposed landscaping projects may not include decomposable materials, such as wooden crossties, flower bed frames, raised wooden structures, or similar items. Any permanent landscaping improvement must be constructed of durable materials such as rock, stone, or finished/ornamental metal.
- **Grant Amount:** 75% of project cost up to \$2,000.00

Category II: Modest Structural Improvements

- **Purpose:** This category is intended to assist with moderate exterior improvements that involve minor structural changes or repairs to key building elements and surrounding areas.
- **Eligible Projects May Include:** Replacement or modification of doors and windows, installation or

repair of awnings, architectural enhancements (e.g., trim, cornices, façade features), roof repairs (non-structural), and parking lot restriping, refinishing, patching, or similar surface-level improvements.

- **Grant Amount:** 60% of project cost up to \$7,500.00

Category III: Significant Structural Improvements, Code Compliance, and Utility Work

- **Purpose:** This category is intended to support substantial improvements necessary for the structural integrity, safety, and functionality of a commercial property. These projects often address building code compliance, major repairs, or essential utility upgrades.
- **Eligible Projects May Include:** Structural repairs (e.g., foundation, framing), flooring replacement related to building integrity or safety, plumbing and drainage system improvements, electrical upgrades, and remediation of major code violations or life-safety issues.
- **Grant Amount:** 60% up to \$10,000.00.

Project Categorization Appeal:

Applicants who disagree with the categorization of the project made by staff may appeal to the LDC to recategorize the project at the time of LDC review of the grant application. Appellants will carry the burden of proof in demonstrating why the project should be recategorized. During such appeals the LDC shall hear from the appellant first, followed by staff, and shall have the opportunity to ask questions and discuss. A majority vote is required to recategorize a project.

Grant Fund Disbursement

Projects must begin within 45 days of grant approval and be completed within six (6) months of start date. The grantee will be reimbursed after completion and inspection. No work completed prior to receipt and approval of the application is eligible.

Eligible Properties and Applicants

1. Eligibility is limited to buildings or structures located within the downtown business district, commercial corridors located along major state highways or commercial structures that are reasonably expected to provide an increase in commerce within the City limits.
2. Owners or tenants may apply for the grants; however, a letter of consent from the property owner is required.
3. Businesses whose existing use is allowable by the City's current codes and regulations. The LDC reserves the right to deny funding to applicants who are delinquent on payment of fines or fees.
4. The Property must be subject to the 6% assessment and the property must be subject to property taxes under the current levy. Tax exempt properties are not eligible.
5. Each property shall be eligible for up to one project per category per year. Each property shall not be awarded more than \$10,000 in CBIG funds across all categories and projects in a year. A year shall be construed to begin on January 1 and end on December 31.

Eligible and Ineligible Improvements

Eligible expenditures shall include expenses detailed below -

Improvements must be consistent with recommendations set forth in the City of Westminster Comprehensive Plan. Unless otherwise approved, all work shall be completed by a licensed contractor, legally operating in the City. Applicants should contact the City for assistance with permitting and business licensing. Contractors must supply a detailed written estimate to accompany the application. In some cases, self-contracted projects may be approved. These projects will require an itemized list of materials. Reimbursement of self-contracted labor costs are subject to approval. Murals or large displays of public arts shall not be funded.

Time Expectations

Project must begin within 45 days of grant approval and be completed within six (6) months of approval

and will be reimbursed after final inspection. A reasonable extension may be granted, based upon the good faith efforts of the applicant, through written notification to the City Administrator. Work must not be started by or on behalf of the applicant prior to the date of the grant award.

Guidelines

1. All proposals shall meet the zoning, building, and fire code requirements of the City.
2. Top priority will be given to projects which make a highly visible contribution to revitalization of commercial structures.
3. Colors should be chosen to coordinate with neighboring buildings.
4. Retention and repair of existing cornices is strongly encouraged wherever possible.
5. Side elevations and rear façades should be treated as seriously as main façades. The development of rear or side entrances with appropriate design is encouraged.
6. Applicants are responsible for all aspects of the project, any relationships with contractors and suppliers, and securing all necessary City permit approvals before the project begins.

Application Deadline

Applications accepted on a rolling basis and considered as funding is available.

Application Process

1. Applicant submits the application and attaches the following information:
 - A minimum of two (2) photographs of existing building façade
 - Photos, plans, or sketches of proposed improvements
 - Quotes, fee proposal, and any other back up that supports the proposed budget
 - Owner's permission, if applicant is not the owner
 - Business Type
 - Rent/Lease Agreement
2. Owner/tenant submits the Application to the City Administrator or their designee.
3. The LDC considers the application. The LDC reserves the right to deny an application. A notification letter is sent to the applicant stating whether the project has been accepted as described in the application, accepted with conditions, or rejected. If the application is rejected, it may be resubmitted with modifications within 30 days.
4. The Commercial Building Improvement Grant Agreement is upon approval and prior to beginning work. Parties in the agreement will be the applicant, building owner (if other than applicant), and the City Administrator, who is authorized to sign on behalf of the City.
5. Any changes to the approved design must be submitted for consideration.
6. Upon project completion, copies of all the applicant's dated statements or invoices shall be submitted to the City Administrator.
7. A representative of the LDC and/or a city representative will inspect the completed work, Grant funds are dispersed to the applicant.

Grant Policy

The LDC will not use race, sex, age, or religion as grounds for refusing a grant to an eligible applicant.

Grant recipients will agree to place a *City of Westminster Commercial Building Improvement Grant Recipient* sign at the construction site, during the time of improvements and in their storefront window for 180 days after the completion of the project.

More Information

More information may be obtained: or have questions about the Commercial Building Improvement Grant Program, please contact Westminster City Hall:

- by phone at (864).647. 3212
- by email at: rosbon@westminstersc.org
- by mail at City of Westminster, PO Box 399, Westminster, SC 29693
- in person at City Hall, 100 E. Windsor Street
- online at www.westminstersc.org



**City of Westminster
Commercial Building Improvement Grant Program
Application**

Designated Property

Address: _____

Applicant Information

Applicant Name: _____ Phone: _____

Mailing address: _____

City, State, Zip: _____

Applicant Relationship to Designated Property:

_____ Own _____ Rent _____ Other

\$ _____ Rent/Lease

_____ New or Existing Business

Owner Information (if different from applicant)

(A letter of consent from the property owner is required.)

Owner Name: _____ Phone: _____

Address: _____

City/State/Zip: _____

Scope of Proposed Project: Include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. (Attach additional sheets if necessary)

City of Westminster

Commercial Building Improvement Grant Program

Page 2

Community Benefit: Include a brief explanation as to how the project will increase commerce and enhance economic growth for the City of Westminster and the community. (Attach additional sheets if necessary)

Financial Information

Project Category:

- Category I: Small and Cosmetic Projects (75% cost share up to \$2,000)
- Category II: Moderate Structural Improvements (60% cost share up to \$7,500)
- Category III: Significant Structural Improvements, Code Compliance, and Utility Work (60% cost share up to \$10,000)

Estimated Project Cost: \$_____ (Attach an itemized budget.)

Grant money applied for: \$_____ (Grant amount shall not exceed the respective category funding maximum or cost share)

Other grants amount awarded this year: \$_____ (Each property shall be eligible for up to \$10,000 per year across all CBIG projects)

Application Check List

- ___ Application must be complete
- ___ Budget summary/Cost estimate attached
- ___ Letter of consent from property owner (if leasing/renting)
- ___ Architectural sketch of proposed project (if necessary)
- ___ A minimum of two (2) photographs of building with existing conditions
- ___ Paint and awning samples (if applicable)
- ___ City permits applied for (if applicable)

I agree to comply with the guidelines and standards of the City of Westminster Commercial Building Commercial Building Improvement Grant Application

Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Applicant's Signature _____

Date _____

Submit application to: **For additional information, contact:** City
of Westminster
PO Box 399 Assistant City Administrator
100 E. Windsor Street 864-647- 3212
Westminster, SC 29693 rosbon@westminstersc.org

Grant Committee Use:

Date Received: _____

Date Reviewed: _____

Application: _____ Granted

_____ Denied

Comments _____

City of Westminster

Commercial Building Improvement Grant Agreement

THIS AGREEMENT is entered into this _____ day of _____, _____, by and between the CITY OF WESTMINSTER (City) and _____ (Grantee), whose address is _____.

WHEREAS the City has approved a façade improvement grant to Grantee subject to the execution of this Agreement, and Grantee desires to accept the grant and to abide by the terms of this Agreement, and

WHEREAS the City has approved a grant in an amount not to exceed Ten Thousand and No/100 Dollars \$10,000.00 for commercial building improvements at _____, Westminster, SC.

NOW THEREFORE, the parties agree as follows:

1. Grantee reaffirms that all information provided to the City in its Commercial Building Improvement Grant Application is correct and accurate.
2. Grantee has read and agrees to abide by the provisions and requirements of the City of Westminster Commercial Building Improvement Grant Program.
3. All work performed by Grantee will be consistent with the approval by the City. If Grantee desires to make any changes in the project, Grantee will obtain written approval from the City before implementing such changes. Grantee understands that the City is not required to approve any changes.
4. Grantee agrees to complete the improvements within six (6) months from the date of this Agreement and understands that failure to complete the improvements within such period will result in forfeiture of the grant.
5. Grantee understands that the grant will be paid to Grantee only upon completion of the work, submission of all dated statements or invoices to the City, and approval by the City of the completed work.
6. Grantee will notify the City immediately if Grantee's interest in the subject property changes in any way. This Agreement is not assignable by Grantee without prior written approval of the City, which will not be unreasonably withheld.
7. Grantee hereby grants to the City the right to use pictures, renderings, or descriptions of the work for any and all promotional purposes desired by the City.

IN WITNESS WHEREOF, the parties have signed this Agreement on the day and year first written above.

WITNESSES FOR THE CITY

CITY OF WESTMINSTER

By: _____

WITNESSES FOR GRANTEE

GRANTEE

By: _____

WITNESSES FOR OWNER

OWNER (if other than Grantee)

By: _____

Substitute W-9
Request for Taxpayer Identification Number & Certification

In order to comply with the Internal Revenue Code, we are required to obtain your Federal Identification Number to be used in reporting the payments we make to you. Please complete the following information and return to the address below. Please type or print your information on the form below. Your cooperation in this matter is greatly appreciated.

Vendor: _____ Address: _____ City, State,
Zip: _____

Please mark the Type of Entity:

_____ Individual	_____ Partnership
_____ Sole Proprietor	_____ Governmental Unit
_____ Corporation	_____ LLC or other

Company Name Employer Identification #

If individual or sole proprietor, also give name and SSN.

Name (print) SSN

Authorized Signature _____

Title _____ Date _____

Telephone # _____

Email Address Name of Primary Contact



Finance & Administration Committee Meeting

OJRSA Operations & Administration Building
Lamar Bailes Board Room
August 26, 2025 at 9:00 AM

OJRSA commission and committee meetings may be attended in person at the address listed above. The OJRSA will also broadcast meetings live on its YouTube channel at www.youtube.com/@OconeeJRSA (if there is a technical issue preventing the livestreaming of the meeting, then a recording will be published on the channel as soon as possible). For those not able to attend in person, then the OJRSA Board or Committee Chair will accept public comments by mail (623 Return Church Rd, Seneca, SC 29678) or at info@ojrsa.org. Comments must comply with the public session instructions as stated on the meeting agenda and will be received up until one hour prior to the scheduled meeting. If there is not a public session scheduled for a meeting, then comments shall not be accepted.

Agenda

- A. Call to Order** – Celia Myers, Committee Chair
- B. Public Session** – Receive comments relating to topics on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- C. Presentation and Discussion Items** *[May include vote and/or action on matters brought up for discussion]*
 - 1. Update on current projects (Exhibit A) – Chris Eleazer, Director
 - 2. Temporary transfer of funds to cover purchase of investments – Lynn Stephens, Secretary/Treasurer and Office Manager
- D. Committee Action Items**
 - Review July and Year-to-Date Financial Reports (Exhibit B) – Chris Eleazer, Director and Lynn Stephens, Secretary/Treasurer and Office Manager
- E. Action Items to Recommend to the Board for Consideration**
 - None
- F. Executive Director's Discussion and Compliance Matters** – Chris Eleazer, Director
 - 1. Impact Fee Policy
 - 2. Miscellaneous *(if any)*
- G. Committee Members' Discussion** – Led by Celia Myers, Committee Chair
Discussion can be related to matters addressed in this meeting or for future consideration by the Board or Committee. Voting is not permitted during this session.
- H. Upcoming Meetings** *All meetings to be held in the OJRSA Lamar Bailes Board Room unless noted otherwise.*
 - Board of Commissioners – September 8, 2025 at 4:00 PM
 - Ad Hoc Reconstitution Committee – September 11, 2025 at 9:00 AM
 - Operations & Planning Committee – September 18, 2025 at 8:30 AM *Beginning in September, the O&P Committee will meet on the third Thursday of each month at 8:30 AM*
 - Finance & Administration Committee – September 23, 2025 at 9:00 AM
- I. Adjourn**

FY2026 O&M FUND PROJECTS

CONSENT ORDER ENGINEERING AND OPERATIONS AND MAINTENANCE TASKS

8/22/2025 10:03

Row #	FY 2026 O&M Project (Project # (if applicable); PM) CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL	Approx % Complete	Anticipated Completion	PO/Contract Amount (\$)	O&M PROJECT MILESTONES				Obligated/ Spent (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)	
					Bids/RFQ/etc. Issue/Advertised	Req/Contract Signed	Started Work	Completed					
1	Consent Order 21-025-W Project: Biannual Compliance Report (CE)	0%	11/8/2025	0	Internal Project	Internal Project	N/A		0	0	N/A	OJRSA Chris Eleazer	
2	Agency Reconstitution (Sewer Feasibility Implementation) (Board, Others)	0%	TBD	N/A	See below	See below	7/15/2025		0	0	N/A	Board of Commissioners	
3	Completion of Development Guide (AM)	5%	12/31/2025	N/A	Internal Project	Internal Project	9/10/2024		0	0	N/A	OJRSA Chris Eleazer	
4	Development Policy Revision (CE)	70%	10/6/2025	N/A	Internal Project	Internal Project	9/24/2024		0	0	N/A	OJRSA Chris Eleazer	
5	Indefinite Delivery Contract for Engineering Services (CE)	50%	10/6/2025	N/A	In legal review b/f issue				0	0	N/A. Projects to be assigned to depts.	OJRSA Chris Eleazer	
6	Arc Flash 70E Assessment of WRF, PSs, and Other Facilities (AM)	0%	10/31/2025	12,650	Prof Svcs	8/12/2025			0	12,650	Admin: Safety 501-02370	Life & Safety TBD	
7	CMMS & Financial Software System Upgrade (CE)	2%	6/30/2026	TBD	7/3/2025				0	0	Admin Services 501-02420	TBD	
8	Comprehensive Sewer Management Plan Project #2026-04 (KL)	0%	TBD	TBD	Proj #2026-04 Prof Svcs				0	0	Con Sys: Prof Svcs 601-02430	TBD	
9	Evaluate Perkins PS & Coneross PS Pumps to Determine Repair vs. Replace (KL, EP)	0%	10/1/2025	TBD	IDC Engineer				0	0	Con Sys: Prof Svcs 601-02430	TBD	
10	Hydraulic Model/Field Data Collection (CE)	5%	12/31/2025	TBD	Prof Svcs				0	0	Con Sys: Prof Svcs 601-02430	GMC Hannah Ribelin	
11	Coneross PS Rotating Assembly for Pumps #4 & #5 (EP)	0%	TBD	TBD					0	0	Con Sys: R&M COS-PS 601-05030	TBD	
12	Martin PS Motor Base Restraint System (#2 of 3) (EP)	0%	12/30/2025	35,753	Sole Source 8/4/2025				35,753	0	Conv Sys R&M: MAS2-PS 601-05100	TBD	
13	Martin PS Aeration Motor Install (crane needed) (EP)	0%	11/30/2025	TBD					0	0	Conv Sys: Equip Rent 601-02540	TBD	
14	NPDES Permit Renewal, Including PAA Installation and Operation (JM, KL)	0%	10/31/2025	3,500	NPDES: 4/19/22 PAA: 4/1/22	NPDES: 8/22/22 PAA: 8/1/22	NPDES: 7/1/22 PAA: 8/2/22	NPDES: ___ PAA: ___	0	3,500	WRF: Prof Svcs 701-02430	Goldie Assoc Paul Lewis	
15	CIP PRIORITY 1A: Portable Generator Connection for WRF (includes engineering) (JM, KL)	0%	3/31/2026	TBD					0	0	WRF: R&M 701-03000	TBD	
16	Headworks Flow Pulse and Flow Channel Sensor Install (JM)	0%	8/30/2025	TBD	8/4/2025				0	0	WRF: R&M 701-03000	TBD	
17	Project #2026-02 General Water Reclamation Facility Installation Projects See below (JM, KL)	1%	5/31/2026	TBD	8/13/2025				0	0	WRF: R&M 701-03000	TBD	
	CIP PRIORITY 1A: Primary Clarifier Sludge Pump Replacement and Installation	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	CIP PRIORITY 2: Primary Clarifier #2 Scum Pump Replacement (one in FY26, one in FY27)	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	Aeration 10" Mag Meter Installation	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	CIP PRIORITY 1A: Aeration Gate Replacement	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	CIP PRIORITY 1A: Aeration Motor Repair/ Replacement	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	Biological Reactor Basin Oxid Motor Replacement	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	Secondary Clarifier Check Valve and Two RAS Motors Installation	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	Chlorination/PAA System Mixer Motor Replacement	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
	Utility Water Pump Replacement	0%	TBD	See Row 17 Above	See Row 17 Above	See Row 17 Above			0	0	See Row 14 Above	See Row 14 Above	
18	Pretreatment Program Update (following NPDES permit issuance) (AM)	0%	TBD	24,500	6/4/2025	6/4/2025			0	24,500	Pretreat: 801-02430 501-02440	Goldie Assoc Sonya Harrison	
19	Seneca Creek FM Replacement Constr Administration/Inspect (#2023-05; CE)	85%	SUB: 10/22/25 FIN: 11/21/25	140,000	RFB #2023-05	4/29/2024	2/3/2025	6/5/2025	75,000	65,000	O&M CIP: Con Sys 1401-06071	GMC Daniel Mosher	
				TOTAL AWARDED	216,403	TOTAL FUNDS OBLIGATED/ACTUAL TO DATE:				110,753	105,650	TOTAL AWARDED	BUDGET REMAINING

FY2026 O&M FUND PROJECTS

CONSENT ORDER ENGINEERING AND OPERATIONS AND MAINTENANCE TASKS

8/22/2025 10:03

Row #	FY 2026 O&M Project (Project # (if applicable); PM) CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL	Notes
1	Consent Order 21-025-W Project: Biannual Compliance Report (CE)	DUE TO SCDES EVERY SIX MONTHS. Reports submitted: 11/14/21, 5/9/22, 11/10/22, 5/9/23, 11/9/23, 5/10/24, 11/8/24, 5/9/24. Next report due 11/10/2025.
2	Agency Reconstitution (Sewer Feasibility Implementation) (Board, Others)	See "Agency Reconstitution" sheet to track progress.
3	Completion of Development Guide (AM)	8/5: A McCullough reviewing approx 15 dates. 8/13: Have received 22 draft documents from AM for consideration.
4	Development Policy Revision (CE)	
5	Indefinite Delivery Contract for Engineering Services (CE)	8/13: Sent to K Wunder for legal review. 8/22: K Wunder considering local preference options due to OJRSA employees having to commute to engineer's office periodically. May include this in the scoring criteria of RFQ.
6	Arc Flash 70E Assessment of WRF, PSs, and Other Facilities (AM)	8/5: L&S setting up date to visit and will then provide pricing. 8/12: Scheduled to be performed in September.
7	CMMS & Financial Software System Upgrade (CE)	8/14: Received 8 submittals. Review to begin soo and interviews to be scheduled for up to 3 offerors during week of 9/8.
8	Comprehensive Sewer Management Plan <i>Project #2026-04 (KL)</i>	8/15: Waiting on scope and cost.
9	Evaluate Perkins PS & Coneross PS Pumps to Determine Repair vs. Replace (KL, EP)	Waiting on IDC.
10	Hydraulic Model/Field Data Collection (CE)	8/12: Met with H Ribelin and developed a plan for data collection. She is to send us a prioritized list of locations where there is at least one key piece of data missing. We will use GPS to gather information.
11	Coneross PS Rotating Assembly for Pumps #4 & #5 (EP)	This is to be determined by the evaluation of Perkins PS & Coneross PS pumps to determine repair vs. replacement.
12	Martin PS Motor Base Restraint System (#2 of 3) (EP)	7/14: KL has ordered this so it can be built.
13	Martin PS Aeration Motor Install (crane needed) (EP)	
14	NPDES Permit Renewal, Including PAA Installation and Operation (JM, KL)	7/23: Submitted comments to SCDES for NPDES Permit.
15	CIP PRIORITY 1A: Portable Generator Connection for WRF (includes engineering) (JM, KL)	7/14: BREC, Blanchard, and Instel will need to be involved in switchgear study. KL to contact Amy Howard. 8/18: KL still needs to contact A Howard. He is to reach out to her very soon. 8/22:
16	Headworks Flow Pulse and Flow Channel Sensor Install (JM)	7/14: KL coordinating with Paul Davis. Items have been purchased. 8/5: Received quotes.
17	Project #2026-02 General Water Reclamation Facility Installation Projects <i>See below (JM, KL)</i>	8/4: Waiting on B Kelley (atty) to review prior to advertising. KL will need engineering assistance for logistics to replace gates. 8/7: Sent draft RFB to B Kelley for legal review as required by procurement code. 8/12: Received copy from BK.
	CIP PRIORITY 1A: Primary Clarifier Sludge Pump Replacement and Installation	
	CIP PRIORITY 2: Primary Clarifier #2 Scum Pump Replacement (one in FY26, one in FY27)	
	Aeration 10" Mag Meter Installation	
	CIP PRIORITY 1A: Aeration Gate Replacement	
	CIP PRIORITY 1A: Aeration Motor Repair/ Replacement	
	Biological Reactor Basin Oxic Motor Replacement	
	Secondary Clarifier Check Valve and Two RAS Motors Installation	
Chlorination/PAA System Mixer Motor Replacement		
	Utility Water Pump Replacement	
18	Pretreatment Program Update (following NPDES permit issuance) (AM)	Waiting on NPDES Permit issue.
19	Seneca Creek FM Replacement Constr Administration/Inspect (#2023-05; CE)	\$80,000 carryforward from FY2025. Obligated/Spent column includes costs from FY2025. Reimbursable by Fountain Residential Properties LLC per agreement. 8/5 Railroad bore scheduled for Sept.

Row #	Agency Reconstitution Task as Stated in the OJRSA Reorganization Recommendations Accepted by OJRSA Board on July 15, 2025	Target Date [^] (Time Following Acceptance)	Approx % Complete	Task Manager	Started	Completed
1	Current Board will dissolve the current Ad Hoc Committee and establish the Implementation Committee (“Reconstitution Committee”) for further implementation oversight.	8/29/2025 (45 days)	100%	OJRSA Board	7/15/2025	8/4/2025
2	Adopt the timeline and accept the dates are targets that the committee will try to maintain progress towards, acknowledging that things may come up and require adjustments.	N/A	100%	Committee	8/14/2025	8/14/2025
3	Legislative revisions to the Joint Authority Water and Sewer Systems Act (“Act”) will be finalized and provided to the Oconee County Delegation. Consultation shall be made with the Delegation on whether lobbyist support will be needed.	8/29/2025 (45 days)	0%			
4	Reconstitution Committee will provide <u>quarterly updates</u> to the SCRIA, the current Board, and Oconee County on the progress of the implementation of the initial recommendations.	9/30/2025 (quarterly)	0%	OJRSA Staff Member per 8/14/2025 vote		
5	Resolutions of support for consolidation/OJRSA reorganization will be provided to and adopted by each governing body affected by the recommendation, including: OJRSA, Seneca, Walhalla, Westminster, West Union, & Oconee County.	10/13/2025 (90 days)	40%	Officials of OJRSA, Cities/Town, & County	8/21/2025	
6	Consultants shall be engaged and the process of collection system <u>technical evaluation</u> and <u>financial valuation</u> will be initiated, including the identification of potential funding for effort and immediate rehabilitation projects that may be identified or current CIP. Additionally, a <u>rate consultant</u> will be engaged.	11/12/2025 (120 days)	0%			
7	Communication plan to be developed under the guidance of the Reconstitution Committee and provided to all entities involved.	11/12/2025 (120 days)	0%			
8	List of recommendations for the initial commissioners for the New Commission will be provided to Delegation. <i>(Within 60 days of approved changes to the Act*)</i>	8/1/2026 (as noted)	0%			
9	Complete the technical evaluation and financial valuation of the collection systems.	2/27/2027 (15 months)	0%			
10	Unified, equitable rate structure timeline will be provided as part of initial terms for collection system consolidation.	5/12/2027 (18 months)	0%			
11	Legal documents to transfer collection system assets to OJRSA to be executed, as well as all necessary reconstitution documents.	7/15/2027 (24 months)	0%			
12	If the legislative amendments have not be approved, plans for consolidation under the amended Act will be abandoned. Thereupon, the OJRSA will proceed to consolidate the member system and implement the reconstitution under the existing Act, with such process to be finalized by no later than 36 months. Additionally, all members shall be issued permits in compliance with the OJRSA Sewer Use Regulation and added as co-permittees under the NPDES permit, if consolidation for any member does not occur.	8/16/2027 (25 months)	0%			
13			0%			
14			0%			

[^] As noted in Exhibit A of the “OJRSA Reorganization Recommendations,” the implementation schedule is to began when the OJRSA Board of Commissioners accepted the report its July 15, 2025 called meeting.

* Estimated to be July/August 2026.

Row #	Agency Reconstitution Task as Stated in the OJRSA Reorganization Recommendations Accepted by OJRSA Board on July 15, 2025	Notes
1	Current Board will dissolve the current Ad Hoc Committee and establish the Implementation Committee (“Reconstitution Committee”) for further implementation oversight.	7/15/2025: Current committee dissolved during called board meeting. 8/4: New Committee established. Includes: A Brock (County), K Bronson (Westminster), C Eleazer (OJRSA), S Moulder (Seneca), C Myers (Walhalla), C Bentley (ACOG), A Mettlen, K Amidon, J Jones, L Flynn.
2	Adopt the timeline and accept the dates are targets that the committee will try to maintain progress towards, acknowledging that things may come up and require adjustments.	8/14/2025: The acceptance of timeline was a committee-led decision.
3	Legislative revisions to the Joint Authority Water and Sewer Systems Act (“Act”) will be finalized and provided to the Oconee County Delegation. Consultation shall be made with the Delegation on whether lobbyist support will be needed.	
4	Reconstitution Committee will provide <u>quarterly updates</u> to the SCRIA, the current Board, and Oconee County on the progress of the implementation of the initial recommendations.	DUE TO SCRIA EVERY THREE MONTHS. Reports submitted: ____ Next report due 09/30/2025.
5	Resolutions of support for consolidation/OJRSA reorganization will be provided to and adopted by each governing body affected by the recommendation, including: OJRSA, Seneca, Walhalla, Westminster, West Union, & Oconee County.	8/21/2025: L Flynn sent draft resolutions to committee members. C Eleazer forwarded copy to West Union and spoke with Mayor Oliver by phone about it.
6	Consultants shall be engaged and the process of collection system <u>technical evaluation</u> and <u>financial valuation</u> will be initiated, including the identification of potential funding for effort and immediate rehabilitation projects that may be identified or current CIP. Additionally, a <u>rate consultant</u> will be engaged.	
7	Communication plan to be developed under the guidance of the Reconstitution Committee and provided to all entities involved.	
8	List of recommendations for the initial commissioners for the New Commission will be provided to Delegation. (Within 60 days of approved changes to the Act*)	
9	Complete the technical evaluation and financial valuation of the collection systems.	
10	Unified, equitable rate structure timeline will be provided as part of initial terms for collection system consolidation.	
11	Legal documents to transfer collection system assets to OJRSA to be executed, as well as all necessary reconstitution documents.	
12	If the legislative amendments have not be approved, plans for consolidation under the amended Act will be abandoned. Thereupon, the OJRSA will proceed to consolidate the member system and implement the reconstitution under the existing Act, with such process to be finalized by no later than 36 months. Additionally, all members shall be issued permits in compliance with the OJRSA Sewer Use Regulation and added as co-permittees under the NPDES permit, if consolidation for any member does not occur.	
13		
14		

^ As noted in Exhibit A of the “OJRSA Reorganization Recommendations,” the implementation schedule is to began when the OJRSA Board of Commissioners accepted the report its July 15, 2025 called meeting.

* Estimated to be July/August 2026.

FY2026 RESTRICTED FUND PROJECTS

PROJECTS MAY CARRY ACROSS BUDGET YEARS

8/22/2025 10:42

Row #	Restricted Fund Projects (Project Manager)	OJRSA Project #	Approx % Complete	Anticipated Completion	OJRSA Funding Amount (\$)	Max Funding by Others (\$)	PO/Contract Amount (\$)	RESTRICTED FUND PROJECT MILESTONES				Obligated/ Spent Curr + Prev Years (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)
								Bids/RFQ/etc. Issue/Advertised	PO/Contract Signed	Started Work	Completed				
A	I-85 Corridor Phase II See below (CE)	2019-XX and 2023-06	80%	See below	N/A	N/A	N/A	See below	See below	See below		See below	See below	RO&M: CIP 1401-06050	Varies. See Below
	Engineering and Inspection Services COUNTY FUNDED		99%	10/31/2024	0	480,850	480,850	Inherited from Oconee Co	5/4/2023	5/4/2023		431,818	49,032	RO&M: CIP 1401-06050	Davis & Floyd John Reynolds
	Construction EDA/RIA/COUNTY FUNDED		100%	10/31/2024	0	12,311,447	11,687,329	9/27/2022	3/23/2023	6/1/2023	2/4/2025	11,687,329	(0)	RO&M: CIP 1401-06050	Moorhead Construct Kevin Moorhead
	Creek Stabilization & Welcome Center Waterline		5%	TBD	0	78,650	78,650	EJCDC Contract Amend #3	2/20/2025			0	78,650	RO&M: CIP 1401-06050	Davis & Floyd John Reynolds
B	Exit 4/Oconee Manufacturing Park ("Sewer South Phase III") PS/Sewer ENGINEERING (CE)	CY 2022	99%	11/1/2024	0	0	N/A OCONEE CO PROJ	N/A OCONEE CO PROJ	N/A OCONEE CO PROJ	Sometime in 2022		0	0	TBD	Thomas & Hutton Lee Brackett
C	Dewatering Equipment Replacement at WRF See below (JM, KL)	2024-06	25%	See below	N/A	N/A	N/A	See below	See below	See below		See below	See below	PROJ & CONT 1501-09011	Varies. See Below
	Design, Construction Admin, and Inspection SCIIP MATCH		75%	PHASE II 6/30/2026	440,300	0	440,300	9/15/2023	12/19/2023	1/11/2024		283,100	157,200	PROJ & CONT 1501-09011	KCI Technologies Tom Vollmar
	Construction SCIIP GRANT		5%	PHASE II 6/30/2026	0	4,201,858	4,023,098	3/22/2024	7/30/2024	7/26/2024		0	4,023,098	PROJ & CONT 1501-09011	Harper GC Justin Jones
D	Consent Order Gravity Sewer Rehab Project (SSES/Inspection: 2023) See below (CE, KL)	2024-08	15%	See below	N/A	N/A	N/A	See below	See below	See below		See below	See below	PROJ & CONT 1501-09009	Varies. See Below
	Engineering SCIIP MATCH		75%	9/29/2025	398,000	0	398,000	N/A	9/15/2023	10/3/2023		351,752	46,248	PROJ & CONT 1501-09009	Ardurra Priya Verravalli
	Manhole Resiliency Plan: Project 1c SCIIP MATCH		3%	9/30/2025	87,500	0	87,500	N/A	4/21/2025	4/21/2025		16,200	71,300	PROJ & CONT 1501-09009	Ardurra Priya Verravalli
	Construction/Rehabilitation SCIIP GRANT		25%	SC: 8/25/2025 FC: 9/29/2025	0	4,069,004	4,076,461	8/14/2024	11/20/2024	1/27/2025		215,142	3,861,319	PROJ & CONT 1501-09009	Bio-Nomic Services Buck Stevenson
E	Martin Creek PS Basin Trunk Sewer CCTV Engineer Review and Flow Study Report (CE)	2025-03	100%	3/31/2025	141,000	0	141,000	Consent Order Prof Svcs	9/30/2024			141,000	0	PROJ & CONT 1501-09012	Ardurra Priya Verravalli
F	Gravity Sewer: CONSENT ORDER Evaluation of CCTV/Smoketesting from MH29 to WRF (KL)	2026-05	0%	11/15/2025	31,500	0	31,500	Prof Svcs	8/12/2025			0	31,500	PROJ & CONT 1501-09014	Ardurra Priya Verravalli
G	Consent Order Speeds Creek FM Replacement Engineering Design & Easements Only (CE)	2025-TBD	0%	TBD	TBD	0	TBD	IDC Engineer				0	0	PROJ & CONT 1501-09015	TBD
					1,098,300	8,270,862	9,197,859	TOTAL RESTRICTED FUNDS OBLIGATED/ACTUAL TO DATE:				1,007,193	8,190,665	TOTAL AWARDED BUDGET REMAINING	

FY2026 RESTRICTED FUND PROJECTS

PROJECTS MAY CARRY ACROSS BUDGET YEARS

8/22/2025 10:42

Row #	Restricted Fund Projects (Project Manager)	Notes
A	I-85 Corridor Phase II See below (CE)	7/21: Spoke with J Reynolds about grass not growing on Phase II project along interstate, he said he'll call contractor because it is a warranty item and we need the grass to stabilize the site. SCDES will hold us accountable for any offsite impact due to erosion. JR sent Moorhead an email same day.
	Engineering and Inspection Services COUNTY FUNDED	7/25: Received GIS info from R Love. Forwarded to D Gant for review 7/28. Still need to locate/GPS service cleanout at SC59/Fairplay Blvd and shoot elevations of manhole rim/grade elevations. 8/4: Locate clamp received. Waiting for GPR training to be scheduled. 8/6: Moorhead acknowledged by email that additional stabilization is required. Likely to be performed in September. 8/21: Put on backburner a little by D&F due to their work on SCIIP.
	Construction EDA/RIA/COUNTY FUNDED	
	Creek Stabilization & Welcome Center Waterline	
B	Exit 4/Oconee Manufacturing Park ("Sewer South Phase III") PS/Sewer ENGINEERING (CE)	3/18: Issued revised Conditional Acceptance letter to A Brock for her to send to T&H if she agreed with conditions. 8/22: Called L Brackett and K Shoemake for update. Left message w/ Shoemake (Brackett's VM full).
C	Dewatering Equipment Replacement at WRF See below (JM, KL)	1/6/2025: Received 90% plans, Jackson Electric visited site to assess. 1/22: Received SCDES construction permit application payment request of \$550. 2/4: Board approved contracts. Signed, submitted stormwater permit application. 3/10: Received feedback from SCRIA on contract. KCI will need to oversee a few items and respond. 3/28: Received final contract as approved by RIA for signature. Barbian asked Harper to sign then forward for OJRSA signature. 4/17: Signed contract. 7/25: Looking at November mobilization. Looking at substantial completion in mid-July 2026.
	Design, Construction Admin, and Inspection SCIIP MATCH	
	Construction SCIIP GRANT	
D	Consent Order Gravity Sewer Rehab Project (SSES/Inspection: 2023) See below (CE, KL)	PO/Contract Amount includes \$700,000 owner contingency 7/21: Contractor reports they will have 2 crews (starting today). 7/25: All contractor and subs are onsite and progressing. BNS will be visiting the golf course to review possible additional manholes to rehabilitate. 8/6: Had meeting with Bio-Nomic president, Buck Stevenson, to discuss getting project back on schedule and addressing other issues. 8/8: Received complaint about R/W issue, Bio-Nomic investiaged 8/13 and will address. They communicated with property owner. 8/14: Pay App #5 submitted for ACOG review. 8/18: Complaint addressed. Contractor in communication with property owner.
	Engineering SCIIP MATCH	
	Manhole Resiliency Plan: Project 1c SCIIP MATCH	
	Construction/Rehabilitation SCIIP GRANT	
E	Martin Creek PS Basin Trunk Sewer CCTV Engineer Review and Flow Study Report (CE)	5/5: Received draft report to review. 6/2: Provided comments to Priya. 7/24: Received final report. COMPLETE.
F	Gravity Sewer: CONSENT ORDER Evaluation of CCTV/Smoketesting from MH29 to WRF (KL)	Review CCTV for 9,525 LF of 30" and 36" RCP and 29 manhole inspections to develop list of defects for design of sewer rehab. 8/15: Engineer confirmed receipt of data (delivered a few months ago). They are verifying all information.
G	Consent Order Speeds Creek FM Replacement Engineering Design & Easements Only (CE)	CONSENT ORDER ITEM 7/15/2024: As identified in the 20 Year Master Plan, this force main should be replaced with similar sized pipe. 8/5: Waiting on IDC engineer.

**010 OJRSA FUND
004 REVENUE
00401 REVENUE**

Revenue Report

Oconee Joint Rsa
Page 1 of 1

Level 4 Summary for July 2025

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Current Pd Revenue	Curr Pct	Year To Date Revenue	YTD Pct	Budget Balance
010 OJRSA FUND								
004 REVENUE								
00401 REVENUE								
01790 UNRESTRICTED INTEREST	\$25,000.00	\$0.00	\$25,000.00	\$16,013.67	64	\$16,013.67	64	\$8,986.33
01830 HAULED WASTE SVCES	\$213,502.00	\$0.00	\$213,502.00	\$25,180.85	12	\$25,180.85	12	\$188,321.15
01840 OTHER REVENUE	\$41,269.00	\$0.00	\$41,269.00	\$89,375.28	217	\$89,375.28	217	(\$48,106.28)
01910 USER FEES	\$6,128,172.00	\$0.00	\$6,128,172.00	\$406,841.35	7	\$406,841.35	7	\$5,721,330.65
Total Revenue	\$6,407,943.00	\$0.00	\$6,407,943.00	\$537,411.15	8	\$537,411.15	8	\$5,870,531.85
00801 PRETREATMENT								
01850 INDUSTRIES	\$190,278.00	\$0.00	\$190,278.00	\$22,848.88	12	\$22,848.88	12	\$167,429.12
Total Pretreatment	\$190,278.00	\$0.00	\$190,278.00	\$22,848.88	12	\$22,848.88	12	\$167,429.12
01001 RETAIL IMPACT FEE FUND								
01880 CAPACITY FEES	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0	\$0.00	0	\$5,000.00
Total Retail Impact Fee Fund	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0	\$0.00	0	\$5,000.00
01101 WHOLESALE IMPACT FEE FUND								
01780 RESTRICTED INTEREST	\$100,000.00	\$0.00	\$100,000.00	\$17,947.09	18	\$17,947.09	18	\$82,052.91
01880 CAPACITY FEES	\$800,000.00	\$0.00	\$800,000.00	\$28,677.00	4	\$28,677.00	4	\$771,323.00
01930 UNUSED CAPACITY FEES	\$76,000.00	\$0.00	\$76,000.00	\$4,573.93	6	\$4,573.93	6	\$71,426.07
Total Wholesale Impact Fee Fund	\$976,000.00	\$0.00	\$976,000.00	\$51,198.02	5	\$51,198.02	5	\$924,801.98
01201 CONTRACT OPERATIONS								
01900 INTERGOV. REIMBURSEMENT	\$50,491.00	\$0.00	\$50,491.00	\$8,220.41	16	\$8,220.41	16	\$42,270.59
Total Contract Operations	\$50,491.00	\$0.00	\$50,491.00	\$8,220.41	16	\$8,220.41	16	\$42,270.59
01301 RETAIL SERVICES								
01900 INTERGOV. REIMBURSEMENT	\$105,534.00	\$0.00	\$105,534.00	\$300.80	0	\$300.80	0	\$105,233.20
01910 USER FEES	\$269.00	\$0.00	\$269.00	\$5,452.84	2027	\$5,452.84	2027	(\$5,183.84)
Total Retail Services	\$105,803.00	\$0.00	\$105,803.00	\$5,753.64	5	\$5,753.64	5	\$100,049.36
01501 CONTINGENCY FUND								
01822 GRANTS - PROJS & CONTINGENCY	\$0.00	\$0.00	\$0.00	\$24,244.47	0	\$24,244.47	0	(\$24,244.47)
01840 OTHER REVENUE	\$7,773,098.00	\$0.00	\$7,773,098.00	\$0.00	0	\$0.00	0	\$7,773,098.00
Total Contingency Fund	\$7,773,098.00	\$0.00	\$7,773,098.00	\$24,244.47	0	\$24,244.47	0	\$7,748,853.53
Total REVENUE	\$15,508,613.00	\$0.00	\$15,508,613.00	\$649,676.57	4	\$649,676.57	4	\$14,858,936.43
Total OJRSA FUND	\$15,508,613.00	\$0.00	\$15,508,613.00	\$649,676.57	4	\$649,676.57	4	\$14,858,936.43
TOTAL ALL FUNDS	\$15,508,613.00	\$0.00	\$15,508,613.00	\$649,676.57	4	\$649,676.57	4	\$14,858,936.43

010 OJRSA FUND
 005 EXPENSES
 00501 ADMINISTRATION

Expenditure Report

Ocone Joint Rsa
 Page 1 of 3

Level 4 Summary for July 2025

Accounts	Budget Appropriation	Supplemental Appropriation	Current Pd Expenditures	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
010 OJRSA FUND									
005 EXPENSES									
00501 ADMINISTRATION									
01140 100% DEPRECIATION EXPENSE	\$1,238,863.00	\$0.00	\$103,238.58	8	\$103,238.58	8	\$0.00	\$1,135,624.42	92
01300 PAYROLL: SALARIES	\$1,331,852.00	\$0.00	\$131,941.81	10	\$131,941.81	10	\$0.00	\$1,199,910.19	90
01310 OVERTIME	\$35,892.00	\$0.00	\$3,117.01	9	\$3,117.01	9	\$0.00	\$32,774.99	91
01350 PAYROLL: FICA/MEDICARE WH	\$110,941.00	\$0.00	\$10,803.82	10	\$10,803.82	10	\$0.00	\$100,137.18	90
01380 PAYROLL: RETIREMENT	\$253,853.00	\$0.00	\$15,263.79	6	\$15,263.79	6	\$0.00	\$238,589.21	94
02200 COMMISSIONER EXPENSES	\$13,140.00	\$0.00	\$540.00	4	\$540.00	4	\$0.00	\$12,600.00	96
02220 GROUP INSURANCE	\$264,245.00	\$0.00	\$19,964.29	8	\$19,964.29	8	\$0.00	\$244,280.71	92
02250 INSURANCE-PROPERTY/GENERAL	\$109,186.00	\$0.00	\$565.90	1	\$565.90	1	\$0.00	\$108,620.10	99
02260 EMPLOYEE WELLNESS	\$34,987.00	\$0.00	\$1,440.16	4	\$1,440.16	4	\$0.00	\$33,546.84	96
02290 AGENCY MEMBERSHIPS	\$0.00	\$0.00	\$4,811.20	0	\$4,811.20	0	\$0.00	(\$4,811.20)	0
02300 LICENSES/CERTIFS/MEMBERSHIPS	\$47,668.00	\$0.00	\$2,448.00	5	\$2,448.00	5	\$0.00	\$45,220.00	95
02310 SEMINARS/WKSHOPS & TRAINING	\$0.00	\$0.00	\$449.00	0	\$449.00	0	\$0.00	(\$449.00)	0
02320 EVENTS & MEETING EXPENSES	\$4,400.00	\$0.00	\$97.91	2	\$97.91	2	\$0.00	\$4,302.09	98
02370 SAFETY	\$50,355.00	\$0.00	\$880.60	2	\$880.60	2	\$5,846.53	\$43,627.87	87
02380 OFFICE SUPPLIES	\$298,788.00	\$0.00	\$1,522.52	1	\$1,522.52	1	\$25.42	\$297,240.06	99
02410 TECHNOLOGY: PHONES/INTERNET/TV	\$16,500.00	\$0.00	\$1,483.59	9	\$1,483.59	9	\$0.00	\$15,016.41	91
02420 ADMINISTRATION SERVICES	\$280,413.00	\$0.00	\$17,457.42	6	\$17,457.42	6	\$0.00	\$262,955.58	94
02440 O&M CONTINGENCY	\$250,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$250,000.00	100
02530 R&M: VEHICLES/TRAILERS/EQUIP	\$116,000.00	\$0.00	\$11,385.93	10	\$11,385.93	10	\$0.00	\$104,614.07	90
02560 FEES & PENALTIES	\$4,339.00	\$0.00	\$476.88	11	\$476.88	11	\$0.00	\$3,862.12	89
02590 ROLLING STOCK & EQUIPMENT	\$84,000.00	\$0.00	\$80,607.00	96	\$80,607.00	96	\$0.00	\$3,393.00	4
Total Administration	\$4,545,422.00	\$0.00	\$408,495.41	9	\$408,495.41	9	\$5,871.95	\$4,131,054.64	91
00601 CONVEYANCE SYSTEM									
02400 SUPPLIES/TOOLS	\$57,342.00	\$0.00	\$11,204.90	20	\$11,204.90	20	(\$4,965.10)	\$51,102.20	89
02401 MAINTENANCE TOOLS & SUPPLIES	\$0.00	\$0.00	\$1,311.56	0	\$1,311.56	0	\$232.72	(\$1,544.28)	0
02411 TECHNOLOGY: SCADA	\$22,043.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$22,043.00	100
02430 SERVICES: PROFESSIONAL/CONSULT	\$142,556.00	\$0.00	\$20,685.00	15	\$20,685.00	15	\$825.00	\$121,046.00	85
02450 CHEMICALS: SODIUM HYPOCHLORITE	\$26,061.00	\$0.00	\$3,324.16	13	\$3,324.16	13	\$3,271.16	\$19,465.68	75
02455 CHEMICALS: HERBICIDE/PESTICIDE	\$2,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$2,000.00	100
02490 ELECTRICITY	\$279,840.00	\$0.00	\$19,006.59	7	\$19,006.59	7	\$0.00	\$260,833.41	93
02500 WATER	\$11,130.00	\$0.00	\$733.83	7	\$733.83	7	\$0.00	\$10,396.17	93
02521 FUEL: GENERATORS	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0
02540 EQUIPMENT RENTALS	\$15,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$15,000.00	100
02550 BUILDINGS & GROUNDS	\$6,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$6,000.00	100
02590 ROLLING STOCK & EQUIPMENT	\$32,025.00	\$0.00	\$27,549.59	86	\$27,549.59	86	\$0.00	\$4,475.41	14
05000 PUMP STATIONS	\$225,410.00	\$0.00	\$5,516.75	2	\$5,516.75	2	\$540.60	\$219,352.65	97
05020 PUMP STATIONS: CHOESTOEA PS	\$0.00	\$0.00	\$510.78	0	\$510.78	0	\$0.00	(\$510.78)	0
05100 PUMP STATIONS: MARTIN CREEK PS	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0
05110 PUMP STATIONS: MILLBROOK PS	\$0.00	\$0.00	\$152.54	0	\$152.54	0	\$0.00	(\$152.54)	0
05230 GRAVITY SEWER & FORCE MAINS	\$145,000.00	\$0.00	\$9,295.19	6	\$9,295.19	6	\$6,764.92	\$128,939.89	89

**010 OJRSA FUND
005 EXPENSES
00601 CONVEYANCE SYSTEM**

**Oconee Joint Rsa
Expenditure Report
Level 4 Summary for July 2025**

Accounts	Budget Appropriation	Supplemental Appropriation	Current Pd Expenditures	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
Total Conveyance System	\$964,407.00	\$0.00	\$99,290.89	10	\$99,290.89	10	\$6,669.30	\$858,446.81	89
00701 WRF OPERATIONS									
02400 SUPPLIES/TOOLS	\$6,500.00	\$0.00	\$667.70	10	\$667.70	10	\$28.56	\$5,803.74	89
02411 TECHNOLOGY: SCADA	\$6,511.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$6,511.00	100
02430 SERVICES: PROFESSIONAL/CONSULT	\$15,750.00	\$0.00	\$0.00	0	\$0.00	0	\$575.00	\$15,175.00	96
02451 CHEMICALS: CHLORINE	\$74,160.00	\$0.00	\$0.00	0	\$0.00	0	\$9,913.76	\$64,246.24	87
02452 CHEMICALS: POLYMER	\$66,000.00	\$0.00	\$5,301.45	8	\$5,301.45	8	\$0.00	\$60,698.55	92
02454 CHEMICALS: SODIUM BISULFITE	\$25,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$25,000.00	100
02457 CHEMICALS: OTHER	\$6,800.00	\$0.00	\$19.82	0	\$19.82	0	\$1,414.04	\$5,366.14	79
02470 GARBAGE	\$396.00	\$0.00	\$27.75	7	\$27.75	7	\$0.00	\$368.25	93
02480 NATURAL GAS	\$1,590.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$1,590.00	100
02490 ELECTRICITY	\$337,080.00	\$0.00	\$26,662.52	8	\$26,662.52	8	\$0.00	\$310,417.48	92
02500 WATER	\$5,300.00	\$0.00	\$2,919.67	55	\$2,919.67	55	\$0.00	\$2,380.33	45
02510 SLUDGE DISPOSAL	\$185,389.00	\$0.00	\$19,467.55	11	\$19,467.55	11	\$0.00	\$165,921.45	89
02521 FUEL: GENERATORS	\$0.00	\$0.00	\$3,002.41	0	\$3,002.41	0	\$0.00	(\$3,002.41)	0
02540 EQUIPMENT RENTALS	\$5,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$5,000.00	100
02550 BUILDINGS & GROUNDS	\$17,900.00	\$0.00	\$767.45	4	\$767.45	4	\$0.00	\$17,132.55	96
02590 ROLLING STOCK & EQUIPMENT	\$29,000.00	\$0.00	\$10,660.42	37	\$10,660.42	37	\$0.00	\$18,339.58	63
03000 WATER RECLAMATION FACILITY	\$919,919.00	\$0.00	\$4,056.23	0	\$4,056.23	0	\$0.00	\$915,862.77	100
Total Wrf Operations	\$1,702,295.00	\$0.00	\$73,552.97	4	\$73,552.97	4	\$11,931.36	\$1,616,810.67	95
00801 PRETREATMENT									
01300 PAYROLL: SALARIES	\$82,469.00	\$0.00	\$9,173.07	11	\$9,173.07	11	\$0.00	\$73,295.93	89
01380 PAYROLL: RETIREMENT	\$15,306.00	\$0.00	\$1,135.02	7	\$1,135.02	7	\$0.00	\$14,170.98	93
02220 GROUP INSURANCE	\$8,347.00	\$0.00	\$680.45	8	\$680.45	8	\$0.00	\$7,666.55	92
02300 LICENSES/CERTIFS/MEMBERSHIPS	\$4,110.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$4,110.00	100
02380 OFFICE SUPPLIES	\$4,500.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$4,500.00	100
02410 TECHNOLOGY: PHONES/INTERNET/TV	\$1,335.00	\$0.00	\$107.16	8	\$107.16	8	\$0.00	\$1,227.84	92
02430 SERVICES: PROFESSIONAL/CONSULT	\$42,498.00	\$0.00	\$3,255.00	8	\$3,255.00	8	\$0.00	\$39,243.00	92
Total Pretreatment	\$158,565.00	\$0.00	\$14,350.70	9	\$14,350.70	9	\$0.00	\$144,214.30	91
00901 LABORATORY									
02400 SUPPLIES/TOOLS	\$6,200.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$6,200.00	100
02430 SERVICES: PROFESSIONAL/CONSULT	\$47,230.00	\$0.00	\$1,955.10	4	\$1,955.10	4	\$0.00	\$45,274.90	96
02456 CHEMICALS: LABORATORY	\$5,400.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$5,400.00	100
Total Laboratory	\$58,830.00	\$0.00	\$1,955.10	3	\$1,955.10	3	\$0.00	\$56,874.90	97
01201 CONTRACT OPERATIONS									
02411 TECHNOLOGY: SCADA	\$2,202.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$2,202.00	100
02430 SERVICES: PROFESSIONAL/CONSULT	\$5,100.00	\$0.00	\$0.00	0	\$0.00	0	\$100.00	\$5,000.00	98
02500 WATER	\$630.00	\$0.00	\$39.00	6	\$39.00	6	\$0.00	\$591.00	94
02521 FUEL: GENERATORS	\$500.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$500.00	100
02550 BUILDINGS & GROUNDS	\$500.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$500.00	100
05170 PUMP STATIONS: GCCP-PS	\$10,500.00	\$0.00	\$107.14	1	\$107.14	1	\$0.00	\$10,392.86	99

010 OJRSA FUND
005 EXPENSES
01201 CONTRACT OPERATIONS

Oconee Joint Rsa
Expenditure Report
Level 4 Summary for July 2025

Accounts	Budget Appropriation	Supplemental Appropriation	Current Pd Expenditures	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
Total Contract Operations	\$19,432.00	\$0.00	\$146.14	1	\$146.14	1	\$100.00	\$19,185.86	99
01301 RETAIL SERVICES									
02400 SUPPLIES/TOOLS	\$500.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$500.00	100
02411 TECHNOLOGY: SCADA	\$1,370.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$1,370.00	100
02430 SERVICES: PROFESSIONAL/CONSULT	\$93,337.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$93,337.00	100
02490 ELECTRICITY	\$8,820.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$8,820.00	100
02500 WATER	\$1,050.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$1,050.00	100
05000 PUMP STATIONS	\$725.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$725.00	100
Total Retail Services	\$105,802.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$105,802.00	100
01401 CAPITAL PROJECTS									
06050 SEWER SOUTH PHASE II	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0
06060 CONVEYANCE SYSTEM	\$80,000.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$80,000.00	100
06071 SENECA PS & FM UPGRADE/SPEEDS	\$0.00	\$0.00	\$20,000.00	0	\$20,000.00	0	\$0.00	(\$20,000.00)	0
Total Capital Projects	\$80,000.00	\$0.00	\$20,000.00	25	\$20,000.00	25	\$0.00	\$60,000.00	75
01501 CONTINGENCY FUND									
00002 CONTINGENCY EXPENSES	\$8,556,158.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$8,556,158.00	100
09009 COLLECTION SYSTEM REHAB	\$0.00	\$0.00	\$33,473.42	0	\$33,473.42	0	\$0.00	(\$33,473.42)	0
Total Contingency Fund	\$8,556,158.00	\$0.00	\$33,473.42	0	\$33,473.42	0	\$0.00	\$8,522,684.58	100
Total EXPENSES	\$16,190,911.00	\$0.00	\$651,264.63	4	\$651,264.63	4	\$24,572.61	\$15,515,073.76	96
Total OJRSA FUND	\$16,190,911.00	\$0.00	\$651,264.63	4	\$651,264.63	4	\$24,572.61	\$15,515,073.76	96
TOTAL ALL FUNDS	\$16,190,911.00	\$0.00	\$651,264.63	4	\$651,264.63	4	\$24,572.61	\$15,515,073.76	96

PLEASE JOIN US FOR A
TEA PARTY



TO CELEBRATE
WESTMINSTER'S 150TH BIRTHDAY

Bring your favorite tea cup- optional

4th OCTOBER 2025 AT 2PM

MARTIN HOUSE

510 E MAIN ST. WESTMINSTER

RESERVE TICKET BY SEPTEMBER 18TH

\$10 PER PERSON ONLINE

OR CHECKS TO

LDGC, PO BOX 155, WESTMINSTER

FUNDS RAISED FOR WEST-OAK SCHOLARSHIP