



**TOWN OF SURFSIDE BEACH**  
**WAMPEE CONFERENCE CENTER, PINOPOLIS, SC**  
**February 6, 2010**

**TOWN COUNCIL BUDGET MEETING MINUTES**

**CALL TO ORDER**

Mayor Deaton called the meeting to order at 9:00 a.m. Mayor Deaton, and Councilmember's Johnson, Martin, Blair, Samples and Childs were present. Mayor Pro Tem Truett was absent. A quorum was present. Staff present: Administrator Booth; Clerk Pinnell; Public Safety Director, Christenson; Fire Chief Packard; Recreation Supervisor, Ellis; Building & Zoning Director, Donevant, Associate Judge Wentz and Finance Treasurer Hursey.

**BUSINESS**

Mr. Booth presented the proposed budget to council. There would be a slight increase in a few funds but basically everything would stay the same as the previous year. Everyone wants to see the economy turn around but he was not sure it will happen in the next couple of years. Surfside is a tourist area based on disposable income and if the people do not have disposable income they will not come. The budget was based on zero cost of living; social security is not giving any COLA so there is none included in the town budget. Mr. Booth reported that the holiday bonus was cut to \$400. Last year the town did not have merit increases and this year the town budgeted 2 ½ percent increases; half will get an increase and half will not. It was confirmed that this would be an increase to the pay plan. It is not built in; the only items built in are holiday bonus and service awards.

Capital purchase plan includes the fire pumper already approved and two police cars. There is now a more realistic capital improvement plan which goes out for the next five years. There are two cars this year, one car next year and then two and so on.

***General Fund***

Proposed revenues were presented. Capital project fund is \$250,000. Hospitality is \$715,000 with expenditures of \$289,000. The fire station was paid for in cash out of hospitality. The expenditures will be slowed down in the first quarter. Staff will not be purchasing items until the second quarter. Mr. Samples stated that a slight decrease is being shown. Accommodations projections are \$526,000. It was discussed that the bookings for this coming season were down. There was some discussion regarding the economy. Mr. Booth stated that if the state drastically reduces funds the town would need to hold a workshop to discuss cutting services. Sanitation funds were reported. Business activity \$367,000 and \$163,000 is taken out; the town is doing well in their enterprise funds. Mr. Booth reported that that town's auditor was positive with the town's current position. Mr. Booth compared Surfside to other communities and stated that some communities do not even perform audits. Mr. Martin stated that changing auditing firms is also another safeguard. Reassessments were briefly discusses. Licensing and permitting is budgeted at \$1,457,000 and Mr. Booth gave kudos to that department for going out and auditing adding that auditing would be performed every couple of years. Franchise fees are going up a little bit. Mr. Samples stated that the current projected collection rate is \$538,000 but the current rate actually comes to \$473,000. Santee Cooper had a 10 percent increase but there are three other franchisees. Ms. Hursey stated that Time Warner payments only come in twice per year. There was some discussion as to how the rate was calculated. Ms. Hursey stated that she would go over her projected model with Mr. Samples. Mr. Booth brought up the high electric bills this year. Mr. Booth reported that streets money will be re-budgeted. There is a good chance for the town to get \$160,000 to do some of 1st

53 Avenue and some of Dogwood. Transfer from funds to sources is \$474,000 for a total of  
54 \$5,230,000. Most of the cost in the budget is salaries which is approximately \$2,807,000, benefits  
55 \$806,000 for a total of \$3,614,000; includes no COLA, a 2.5 percent merit increase and a \$400  
56 holiday bonus. Mr. Samples asked for an explanation on what appears to be a reduction in costs of  
57 benefits with insurance going up and salaries going up. Mr. Booth stated that there was a  
58 significant decrease in workmen's comp due to a decrease in accidents. Due to efforts with  
59 wellness the health insurance has not gone up a lot; it went up 7 percent with average being  
60 increases of 15 percent. Workers comp has come down and council voted to reinsure itself up to  
61 \$10,000 limit which also helped to reduce the cost. Mr. Samples asked for a breakdown of current  
62 costs. Mr. Booth reported the numbers on the operating expenditures by function which totaled  
63 \$1,155,000. Reserve funds were brought up. Mr. Martin questioned the budget for recreation  
64 stating that he thought events were shifted to come out of Atax. It was confirmed that some events  
65 did come out of Atax but some were still being funded through the general fund and this would be  
66 addressed later.

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68 Mr. Booth presented the revenue summary 2008 through projected 2010 and proposed 2011. Mr.  
69 Booth reported that the town will have some new stores coming into town. In 2008 the town earned  
70 \$222,000 in interest and the 2010 projection is \$12,000 this is due to rates being low and the fact  
71 that there is less money in the fund. Ms. Hursey stated that that the town has an emergency reserve  
72 of \$400,000. Mr. Booth reported that during an emergency the town can use all funds across the  
73 board which is part of the emergency declaration; reimbursements from FEMA takes approximately  
74 6 months. The town would need to have cash on hand to pay contractors and maintain staff during  
75 an emergency.

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77 Intergovernmental revenue summaries were reported. The town does not budget for grants but the  
78 town budgeted for \$100,000 for CTC grants. Local government fund was discussed. Fenced  
79 funding was discussed. Proposed intergovernmental revenues is \$437,000; in 2008 it was \$522,000.  
80 Recreation fees is budgeted at \$55,000. Other revenues total is \$80,000. Other financing sources  
81 were reported. 5% of sanitation and 5% of the pier enterprise fund is included in the other financing  
82 sources. Underground utility costs that will be reimbursed by Santee Cooper was included but was  
83 confirmed that it does zero out. Total revenues and other financing sources totals \$5,230,000.

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85 Mr. Booth reported on the Capital replacement fund projected out 5 years. The town evaluates  
86 every vehicle and each year it will get re-evaluated and it will get changed a little. This coming  
87 year the town budgeted for a fire engine and two police cars. Another item being placed in the  
88 budget is a SCBA system to place oxygen in firemens tanks; the town currently does not have this;  
89 they currently go down to Murrells Inlet. Mr. Martin asked about the additional costs to finish the  
90 fire station such as the exercise equipment. It was confirmed that the exercise equipment is in the  
91 fire budget and that this is not a capital item. Mr. Johnson asked about the surveillance system. Mr.  
92 Booth reported that this is for the police department adding that the town needs cameras in its  
93 holding rooms for liability issues. Mr. Christenson stated that this system can eventually have  
94 cameras added to it. The HVAC is budgeted as an anticipated item in case a system goes out. The  
95 replacement fund also includes, in Public Works, sidewalks and barricades. The town has been  
96 holding more events so there is a greater need to close off roads and the use of barricades has  
97 increased. Mr. Samples asked about maintaining property inventory. Ms. Hursey stated that this is  
98 done under risk management. Mr. Booth reported that there is also an inventory on properties. Mr.  
99 Martin asked about purchasing more hybrids. Mr. Booth stated that the hybrid battery system is not  
100 currently set up for police or emergency vehicles but there are models being developed that will

102 eventually accommodate this. Ms. Hursey added that our current mechanic cannot maintain  
 103 hybrids; he can perform basic service but they need to contract them out. Mr. Booth reported that  
 104 the hybrid will be moved to be used by admin and the current admin vehicle, ford station wagon,  
 105 will be moved for the building department and special events to share. The total replacement cost is  
 106 \$537,000.

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TOWN OF SURFSIDE BEACH  
 Capital Expenditures  
 FY 2010-2011  
 General Fund Proposed Budget

Department	Capital/Capital Building Other Projects		Street/Road Funds		Capital Replacement Funds		Totals
	Cost	Description	Cost	Description	Cost	Description	
Police					\$ 22,000	Crown Vic (Patrol)	
					\$ 21,000	Impala (Detective Vehicle)	
					\$ 9,000	Camera/Surveillance System	\$ 52,000
Fire					\$ 360,000	Engine Truck (Pumper)	
					\$ 35,000	Cascade (SCBA)	\$ 395,000
Public Works			\$ 40,000	Sidewalks - 5th Ave N	\$ 25,500	Truck for Public Works	\$ 82,925
			\$ 17,425	SCDOT Barricades			
Non-Departmental					\$ 8,000	HVAC	\$ 8,000
<b>Total General Fund</b>	<b>\$0</b>		<b>\$57,425</b>		<b>\$480,500</b>		<b>\$537,925</b>

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**Police Department**

Mr. Booth reported on the police department expenditures. Mr. Booth reported “the police department salaries have gone up compared to 2008. It is our belief and the direction of the council that public safety is the most important thing in town and of all the things that we cut back, cut back, cut back we did the initial cut back of the police department and now I kept it there so the philosophy was to keep the police and fire department as high up as we possibly can and take every other cut from all the other departments and that’s what we did.” Mr. Booth presented the expenditures.

Mr. Booth reported that the officers are staying longer and there is no longer a need for extended training. It was confirmed that there is still ongoing training that the town needs to provide to the officers. There was some discussion regarding training. The communications was discussed. Ms. Hursey stated that Ms. Fellner worked very hard on organizing the communications and IT budget. Ms. Hursey stated that previously IT items were spread out; some things were hitting communications lines, some were hitting repairs and maintenance and hardware was mixed in with furniture fixtures and equipment. Ms. Fellner went back two years and reviewed the various IT related items and organized it into an IT repairs and maintenance line, a subscription software line etc.

132 Mr. Booth reported that the total expenditures for the police department is \$1,675,000. Mr.  
 133 Samples asked how many full time certified officers that town has on staff. Mr. Christenson stated  
 134 that there are 21. Mr. Samples stated that was good.

\*Proposed Budget

GENERAL FUND POLICE DEPARTMENT DEPARTMENTAL EXPENDITURES						
EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 890,931	\$ 912,036	\$ 1,142,353	\$ 1,142,353	\$ 937,564	
Salaries, Special	20,599	22,501	25,188	25,188	27,451	
Salaries, Overtime	46,302	16,008	17,500	17,500	25,500	
FICA/Unemployment	74,357	73,739	96,256	96,256	78,174	
Workers' Compensation	85,381	85,515	78,800	74,980	56,300	
Retirement	92,560	96,337	124,937	124,937	107,577	
Employee Health Insurance	106,707	141,928	173,970	202,361	181,913	
<b>TOTAL PERSONNEL</b>	<b>\$ 1,316,837</b>	<b>\$ 1,348,064</b>	<b>\$ 1,659,004</b>	<b>\$ 1,683,575</b>	<b>\$ 1,414,479</b>	<b>-14.74%</b>
<b>OPERATING</b>						
Uniforms	\$ 25,221	\$ 13,052	\$ 18,750	\$ 18,750	\$ 15,000	
Travel & Training	11,308	8,607	15,000	15,000	5,000	
Operation of Motor Vehicles	9,943	16,940	12,500	12,500	12,500	
Gasoline/Motor Fluids	43,700	47,188	54,450	54,450	51,600	
Communications	19,841	22,438	18,150	18,150	9,400	
Utilities	637	1,322	950	950	750	
Postage	1,040	688	1,150	1,150	700	
Printing & Advertising	1,254	1,620	2,500	2,500	3,000	
Dues & Subscriptions	1,076	75	2,250	2,250	1,000	
IT Repairs & Maintenance	-	-	-	-	4,427	
Repairs & Maintenance	17,243	17,645	9,000	9,000	3,200	
Office Supplies	3,578	2,479	5,000	5,000	3,000	
Materials & Supplies	21,104	22,074	18,750	18,750	18,000	
K- 9 Program	1,976	-	-	-	-	
Victims Advocate Expenses	1,985	2,091	3,755	3,755	2,250	
Professional Services	7,909	10,149	12,300	12,300	10,800	
Vehicle Insurance	9,009	8,558	9,500	8,445	6,300	
Tort Insurance	31,056	34,146	39,800	32,061	21,600	
Promotion and Special Events	1,587	1,597	2,500	2,500	2,000	
Contractual Services	18,493	9,882	15,000	15,000	10,500	
Subscription Software	-	-	-	-	10,546	
Awards & Gifts	1,229	696	720	720	720	
Narcotic Investigations	9,877	5,244	4,800	4,800	4,670	
Parking Lot Expenses	12,064	-	-	-	-	
Miscellaneous Expense	1,434	170	400	400	1,000	
Furn,Fixtures & Equip <\$5k	13,712	5,708	5,000	5,000	5,500	
IT Hardware <\$5k	-	-	-	-	5,120	
<b>TOTAL OPERATING</b>	<b>\$ 266,276</b>	<b>\$ 232,361</b>	<b>\$ 252,225</b>	<b>\$ 243,431</b>	<b>\$ 208,583</b>	<b>-17.30%</b>
Total Capital Purchases	94,521	51,003	22,000	22,000	52,000	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,677,634</b>	<b>\$ 1,631,428</b>	<b>\$ 1,933,229</b>	<b>\$ 1,949,006</b>	<b>\$ 1,675,062</b>	<b>-13.35%</b>

FY2010-2011Budget Retreat.xls

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 137 The detailed budget justification was presented. Mr. Booth reported that Ms. Fellner has saved the  
 138 town a lot of money by taking over a lot of the previous IT costs. Mr. Martin added that Ms.  
 139 Fellner is a great addition to town staff and is wonderful to work with. Mr. Booth reported that  
 140 money comes in from the court for the Victims Advocate; she is directed by the courts that the town  
 141 have one. Her vehicle is paid for by a grant. The town has to pay for prisoners to go to J Reuben  
 142 Long. Mr. Christenson stated that the charge to hold prisoners is \$50 a day. Mr. Booth reported  
 143 that some of the narcotics investigation funds get reimbursed. Total operating cost for the police  
 144 department is \$208,000. It was confirmed that the older patrol vehicles are sold online. Mr. Booth  
 145 stated that some of the older vehicles are being put out as decoy cars. It was confirmed that the  
 146 police have 19 vehicles. It was confirmed that some go home with some of the higher ranked  
 147 officers. Mr. Christenson stated that he plans on giving a powerpoint presentation to council and  
 148 would be more than happy to update the new councilmembers when they come on board as well.  
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**Fire Department**

The total personnel operating expense for the fire department comes to \$450,000 and this includes the volunteers. Mr. Booth stated that the fire department budget would look more like the police budget if they did not use volunteers; volunteers save the town a lot of money and the town is trying to use them more. Mr. Booth reported that the town is also allowing the volunteer firemen to assist with special events in town. Mr. Booth stated that there has been a lot more training requirements being pushed on the volunteer firemen. Mr. Booth reported that there has been more and more accidents on 17 and this area will need to be looked at in the future. Mr. Booth reported that the town is ending the gym memberships and plans on getting new exercise equipment for the fire station. The total operating is \$95,000, total capital is \$395,000. The total expenditures for the fire department is \$941,000.

GENERAL FUND FIRE DEPARTMENT DEPARTMENTAL EXPENDITURES						Proposed Budget
EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 209,465	\$ 238,369	\$ 266,937	\$ 266,937	\$ 282,335	New EOC
Salaries, Special	48,844	70,059	43,417	70,000	67,270	
Salaries, Overtime	6,294	1,929	4,000	4,000	4,000	
FICA/Unemployment	21,071	25,063	25,584	25,584	27,651	
Workers' Compensation	26,631	23,419	22,000	18,726	13,900	
Retirement	17,096	18,971	31,454	31,454	30,427	
Employee Health Insurance	16,107	16,482	21,641	22,569	24,652	
<b>TOTAL PERSONNEL</b>	<b>\$ 345,508</b>	<b>\$ 394,292</b>	<b>\$ 415,033</b>	<b>\$ 439,270</b>	<b>\$ 450,235</b>	<b>8.48%</b>
<b>OPERATING</b>						
Uniforms	\$ 2,362	\$ 5,319	\$ 6,000	\$ 6,000	\$ 10,000	Turn-Out Gear
Travel & Training	4,697	4,089	7,500	7,500	5,000	
Operation of Motor Vehicles	10,812	5,246	12,500	12,500	7,000	
Gasoline/Motor Fluids	8,065	8,795	8,290	8,290	9,100	
Communications	2,738	3,239	3,900	3,900	3,550	
Utilities	1,809	1,688	1,450	1,450	2,340	New Station
Postage	25	50	300	300	100	
Printing & Advertising	119	456	2,500	2,500	500	
Dues & Subscriptions	869	579	625	1,000	1,000	
IT Repairs & Maintenance	-	-	-	-	1,852	
Repairs & Maintenance	6,901	6,156	6,250	6,250	3,500	
Office Supplies	822	772	1,250	1,250	800	
Materials & Supplies	9,831	19,433	18,000	20,000	13,000	
Professional Services	2,744	12,393	10,000	10,000	12,000	Physicals
Vehicle Insurance	8,490	6,364	8,500	8,664	8,000	
Tort Insurance	3,669	4,107	4,600	3,867	3,200	
Promotion & Special Events	14	788	1,000	1,000	1,000	
Contractual Services	2,512	2,823	2,500	2,800	3,520	
Subscription Software	-	-	-	-	1,045	
Awards & Gifts	61	225	100	100	200	
Committee Expense	-	855	500	500	500	
Furniture, Fix, & Equip. <\$5k	2,142	1,929	-	4,000	6,000	Gym Equipment
IT Hardware <\$5k	-	-	-	-	1,700	
Emergency Management	80	1,880	1,250	1,250	1,000	
<b>TOTAL OPERATING</b>	<b>\$ 68,762</b>	<b>\$ 87,186</b>	<b>\$ 97,015</b>	<b>\$ 103,121</b>	<b>\$ 95,907</b>	<b>-1.14%</b>
Capital - Motor Vehicles	31,342	-	105,000	121,054	360,000	
Capital - Other Equipment	-	-	-	-	35,000	
<b>TOTAL CAPITAL</b>	<b>\$ 31,342</b>	<b>\$ -</b>	<b>\$ 105,000</b>	<b>\$ 121,054</b>	<b>\$ 395,000</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 445,612</b>	<b>\$ 481,478</b>	<b>\$ 617,048</b>	<b>\$ 663,445</b>	<b>\$ 941,142</b>	<b>52.52%</b>

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Mr. Booth reported on the detailed budget justification sheets which included gear, training, equipment including hoses, operation of vehicles including insurance, office supplies, IT hardware, thanksgiving gift cards and employee insurance. Chief Packard stated that the safety committee has made a significant effect on keeping insurance rates down. It was confirmed that there is a representative from every department on the safety committee. The cost for the engine pumper is \$360,000 and the Cascade SCBA breathing apparatus cost that is budgeted is \$35,000; the total capital expenses budgeted for the fire department comes to \$395,000. Mr. Booth reported that the

171 town has put a great investment in the new fire station. Mr. Booth reported that the town has  
 172 created an EOC (Emergency Operations Center) with the building of the new fire station. The new  
 173 building is rated at 135 miles per hour winds and now the fire station is considered to be a viable  
 174 EOC location. The old EOC was located in town hall and now it will be moved into the fire station.  
 175 The county will assist and Ms. Lewis has been the town emergency person for many years so she  
 176 will now act in this capacity and assist the Fire Chief with administrative duties. Mr. Samples  
 177 suggested budgeting for training in grants and procurement. Mr. Booth agreed this would need to  
 178 be budgeted. Mr. Childs suggested the town have one department take care of procurement. Mr.  
 179 Booth stated that the town currently does this. There was some additional discussion regarding  
 180 procurement. The technical experts in each department are more familiar with their requirements.  
 181 Mr. Samples stated that someone should be designated to handle the administrative side including  
 182 posting and suggested it be handled in finance. Mr. Samples stated that he is concerned about the  
 183 failure to advertise properly.

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 185 **Recreation**

186 Recreation includes two and half people. The total personnel cost is \$123,000. The total operating  
 187 expenses comes to \$136,000 and total expenditures budget is \$260,000.

GENERAL FUND  
 RECREATION & SPECIAL EVENTS  
 DEPARTMENTAL EXPENDITURES

Proposed Budget

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Amended	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 139,568	\$ 147,099	\$ 100,738	\$ 100,738	\$ 83,524	
Salaries, Special	2,607	3,400	3,000	3,000	3,000	
Salaries, Overtime	9,412	8,483	3,000	3,000	5,000	
FICA/Unemployment	12,314	12,976	8,765	8,765	7,302	
Workers' Compensation	9,434	6,415	2,900	2,910	2,600	
Retirement	13,275	14,103	10,079	10,079	8,900	
Employee Health Insurance	23,529	22,875	14,396	20,254	13,212	
<b>TOTAL PERSONNEL</b>	<b>\$ 210,139</b>	<b>\$ 215,351</b>	<b>\$ 142,878</b>	<b>\$ 148,746</b>	<b>\$ 123,538</b>	<b>-13.54%</b>
<b>OPERATING</b>						
Uniforms	\$ 3,406	\$ 2,373	\$ 750	\$ 750	\$ 600	
Travel & Training	1,395	2,939	3,000	3,000	2,500	
Operation of Motor Vehicles	1,613	1,519	500	500	500	
Gasoline/Motor Fluids	6,880	6,924	660	660	550	
Communications	6,820	7,553	10,425	10,425	4,100	
Utilities	19,154	17,946	23,100	23,100	21,900	
Postage	579	281	375	375	300	
Printing & Advertising	3,526	-	2,000	2,000	300	
Dues & Subscriptions	293	82	500	500	300	
IT Repairs & Maintenance	-	-	-	-	984	
Repairs & Maintenance	11,594	9,708	4,500	4,500	1,500	
Office Supplies	2,961	2,652	2,875	2,875	2,000	
Materials & Supplies	9,279	10,959	6,150	6,150	4,860	
Athletics	37,671	33,150	39,200	39,200	31,200	
Field/Turf/Restroom Supplies	28,315	19,436	-	-	-	
Vehicle Insurance	3,075	1,633	600	501	400	
Tort Insurance	3,519	2,504	1,700	1,074	1,100	
Promotional Advertising/Events	-	-	-	-	9,850	
Promotion & Special Events	31,366	34,437	56,900	56,900	40,000	
Contractual Services	16,830	12,126	15,000	15,000	12,000	
Subscription Software	-	-	-	-	100	
Awards & Gifts	-	100	60	60	60	
Miscellaneous	994	705	750	750	700	
Fum,Fixtures & Equip < \$5k	1,677	3,867	-	-	-	
IT Hardware < \$5k	-	-	-	-	500	
<b>TOTAL OPERATING</b>	<b>\$ 190,947</b>	<b>\$ 170,894</b>	<b>\$ 169,045</b>	<b>\$ 168,320</b>	<b>\$ 136,304</b>	<b>-19.37%</b>
<b>CAPITAL</b>						
Capital - Buildings/Bldg. Imp.	-	-	21,544	21,544	-	
Capital - Other Equipment	-	7,665	8,656	8,656	-	
<b>TOTAL CAPITAL</b>	<b>\$ -</b>	<b>\$ 7,665</b>	<b>\$ 30,200</b>	<b>\$ 30,200</b>	<b>\$ -</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 401,086</b>	<b>\$ 393,910</b>	<b>\$ 342,123</b>	<b>\$ 347,266</b>	<b>\$ 259,842</b>	<b>-24.05%</b>

190 Mr. Booth reported on the costs of the town events that totals \$35,000; cost for employee events  
 191 totals \$5,000 which include the holiday luncheon, health fair and employee cookout. Ms. Ellis  
 192 reported that the Family Festival cost \$11,000 and \$3,300 came back in as revenue; tree lighting  
 193 cost \$600 and the parade cost \$6,700 with \$3,000 coming back in as revenue. Mr. Booth presented  
 194 the media advertising for events which totaled \$30,000 and the Chamber money would help offset  
 195 these costs. Mr. Booth reported on the breakdown of these items. Ms. Blair stated that since the  
 196 economy is in the state that it is in the town should look into any possibility to make a profit with  
 197 town events. Mr. Booth stated that these items need to be budgeted but the town will look into  
 198 getting contributions towards town events. There was discussion regarding raising civic center fees.  
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200 The operating expenses totalling \$136,000 includes events, promotion and advertising, athletics,  
 201 electric, contractual services like referees, holiday décor, supplies and equipment.  
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203 **Court**

204 Mr. Booth reported that the courts are mandated by the state. They are currently also taking care of  
 205 all of the parking tickets. Mr. Booth presented the budget.  
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GENERAL FUND  
 COURT  
 DEPARTMENTAL EXPENDITURES \*Proposed Budget

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 79,381	\$ 78,554	\$ 103,500	\$ 103,500	\$ 88,971	
Overtime	7,956	1,841	-	2,000	1,000	
FICA/Unemployment	6,955	6,286	8,318	8,318	7,083	
Workers' Compensation	2,802	3,816	4,400	3,876	3,100	
Retirement	7,410	7,265	10,038	10,038	8,761	
Employee Health Insurance	7,962	10,877	14,396	14,905	13,212	
<b>TOTAL PERSONNEL</b>	<b>\$ 112,466</b>	<b>\$ 108,639</b>	<b>\$ 140,652</b>	<b>\$ 142,637</b>	<b>\$ 122,127</b>	<b>-13.17%</b>
<b>OPERATING</b>						
Uniforms	\$ -	\$ 285	\$ -	\$ -	\$ -	
Travel & Training	1,498	1,165	2,200	2,200	1,800	
Communications	876	1,638	2,100	2,100	1,575	
Postage	3,624	3,752	5,625	5,625	4,500	
Printing & Advertising	1,341	371	1,530	1,530	1,000	
Dues & Subscriptions	1,084	1,111	1,050	1,050	1,050	
IT Repairs & Maintenance	-	-	-	-	1,893	
Repairs & Maintenance	1,149	7,498	2,300	2,300	1,700	
Office Supplies	1,666	1,880	3,200	3,200	2,000	
Materials & Supplies	413	1,157	375	375	375	
Tort & Bond Insurance	1,251	1,430	1,700	1,350	1,100	
Professional Services	8,350	-	400	400	300	
Jury Services	1,790	1,720	2,250	2,250	2,000	
Contractual Services	14,198	15,183	18,750	18,750	15,000	
Subscription Software	-	-	-	-	113	
Awards & Gifts	-	40	40	40	40	
Miscellaneous Expense	157	(33)	-	-	-	
Furn.Fixtures & Equip < \$5k	700	1,522	-	-	-	
IT Hardware < \$5k	-	-	-	-	1,200	
<b>TOTAL OPERATING</b>	<b>\$ 38,097</b>	<b>\$ 38,719</b>	<b>\$ 41,520</b>	<b>\$ 41,170</b>	<b>\$ 35,646</b>	<b>-14.15%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 150,563</b>	<b>\$ 147,358</b>	<b>\$ 182,172</b>	<b>\$ 183,807</b>	<b>\$ 157,773</b>	<b>-13.39%</b>

210 Mr. Booth reported that the court is working well and added that it was not working prior to the  
 211 arrival of Ms. Wentz. Mr. Martin questioned the need for software and asked if it should be  
 212 budgeted in. Ms. Hursey stated that this item is not budgeted since they are now connected to Court  
 213 Administration and there is currently no need. Salaries with benefits cost \$122,000. It was  
 214 confirmed that the town is caught up with the collection of parking tickets. Total operating  
 215 expenses total \$35,000 which includes the contractual services of Judge Blanton in the amount of  
 216 \$15,000.

217  
 218 **Administration**

219 Mr. Booth reported on the administrative budget. The total personnel including benefits totaled  
 220 \$311,000 this includes salaries for administrator, clerk, assistant, 2 part time receptionists and  
 221 council.  
 222

GENERAL FUND  
 ADMINISTRATIVE / LEGISLATIVE  
 DEPARTMENTAL EXPENDITURES

Proposed Budget

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 193,933	\$ 212,642	\$ 272,864	\$ 272,864	\$ 195,378	
Salaries, Special	42,200	42,700	54,000	54,000	45,000	
Salaries, Overtime	1,037	46	-	-	-	
FICA/Unemployment	19,198	20,674	27,605	27,605	19,589	
Workers' Compensation	10,832	11,588	10,200	9,102	7,500	
Retirement	14,812	18,328	25,551	25,551	18,178	
Employee Health Insurance	7,709	15,275	19,427	29,859	25,933	
<b>TOTAL PERSONNEL</b>	<b>\$ 289,721</b>	<b>\$ 321,251</b>	<b>\$ 409,647</b>	<b>\$ 418,981</b>	<b>\$ 311,578</b>	<b>-23.94%</b>
<b>OPERATING</b>						
Uniforms	\$ 328	\$ 1,537	\$ -	\$ -	\$ -	
Travel & Training	18,490	22,827	21,750	21,750	23,000	
Operation of Motor Vehicles	212	5,521	8,000	8,000	6,500	
Gasoline/Motor Fluids	1,929	1,233	1,410	1,410	1,435	
Communications	2,518	3,691	4,255	4,255	3,040	
Postage	3,330	1,662	940	940	750	
Printing & Advertising	6,765	2,970	6,100	6,100	4,700	
Dues & Subscriptions	3,717	3,077	4,200	4,200	3,800	
IT Repairs & Maintenance	-	-	-	-	1,893	
Repairs & Maintenance	3,048	5,775	5,500	5,500	1,200	
Office Supplies	3,528	3,684	2,750	2,750	2,900	
Materials & Supplies	1,391	1,898	2,380	2,380	1,780	
Professional Services	21,403	16,687	26,250	26,250	18,000	
Vehicle Insurance	708	467	600	477	400	
Tort & Bond Insurance	3,609	3,450	4,300	3,489	2,700	
Contractual Services	2,250	11,952	8,700	8,700	10,500	
Subscription Software	-	-	-	-	2,102	
Awards & Gifts	2,624	1,375	270	270	270	
Election Expense	231	3,746	1,200	1,200	-	
Miscellaneous Expense	648	4,320	500	500	-	
Furn,Fixtures & Equip < \$5k	5,667	7,356	11,500	11,500	-	
IT Hardware < \$5k	-	-	-	-	635	
<b>TOTAL OPERATING</b>	<b>\$ 82,396</b>	<b>\$ 103,228</b>	<b>\$ 110,585</b>	<b>\$ 109,651</b>	<b>\$ 85,585</b>	<b>-22.61%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 372,117</b>	<b>\$ 424,479</b>	<b>\$ 520,232</b>	<b>\$ 528,632</b>	<b>\$ 397,163</b>	<b>-23.66%</b>

223  
 224  
 225 Total operating expense is \$85,000 and total expenditures totaled \$397,000. Mr. Booth reported the  
 226 detail of the operating expenses which include travel and training, administrator car allowance,  
 227 postage, supplies, cell phone for mayor, Municipal Association dues, IT, professional services  
 228 which captures a portion of the town attorneys expense, insurance, contractual services such as  
 229 Coastal Alliance, Municode, Iron Mountain storage, and town elections. It was confirmed that the  
 230 attorney costs was broken down into various departments.  
 231

232 Mr. Booth reported that the town is in the process of blocking access of employees to things like  
 233 Facebook.  
 234



235 **Non Departmental**

236 The total personnel expense totals \$12,000 which includes employee health insurance. Mr. Booth  
237 reported that the gym membership is being discontinued. The total operating expenses under non-  
238 departmental is \$103,000 which includes the wellness program, utilities, insurance, cable, supplies,  
239 professional services which includes Waccamaw Regional Planning, Shoreline Behavioral for  
240 employees, and contractual services which includes copiers and postage machine. It was confirmed  
241 that the server was replaced the previous year and the town should be good for the next couple of  
242 years. Ms. Fellner has identified other items related to the server such as an alternate backup.

243  
244 **Capital and Debt Expenses**

245 Mr. Booth reported that the total debt is \$411,780 which goes away in 2013. There are 8 mills out  
246 of the 43 mills that goes towards capital. Mr. Samples asked if the building insurance included the  
247 pier. It was confirmed that it did not. Ms. Hursey stated that this insurance comes from the pier  
248 enterprise fund. Also confirmed was that the individual departments do not pay for their individual  
249 insurance; all is captured in the non-departmental. Sanitation vehicles are in the sanitation  
250 department but the building is under non-departmental. 5% of their gross is taken and placed in the  
251 general fund. The town has saved money by opting not to go out for a bond to pay for the fire  
252 station. Mr. Martin stated that a few years ago the town went out and refinanced the bonds at a  
253 lower interest rate. Mr. Booth stated that this community is one of the few to build a fire station  
254 without borrowing and the town will save quite a bit in interest.

255  
256 Mr. Booth reported that the engineer is looking into the road cracking on Ocean Blvd. Mr. Booth  
257 reported that this budget is very tight; if anything is added council will need to find it from  
258 somewhere. When items were added in the past funds were found but now new items need to be  
259 reviewed and some other items may need to be cut. There was some discussion regarding having  
260 funds available and that there is no additional money in the next budget. Mayor Deaton stated that  
261 the town would have to have funds available in reserves. There was some discussion regarding  
262 FEMA and reimbursement. Mr. Johnson asked of there was any word on the stimulus funds for the  
263 fire station. Mayor Deaton stated that at this point there is not much funding coming down to this  
264 level. There was some additional conversation regarding getting funding and lobbying efforts.

265  
266 **Facilities**

267 Mr. Booth reported that *Facilities* was a new item in the budget last year. Previously many of the  
268 items currently taken care of in Facilities were contracted out. This department keeps up with  
269 repairs and maintenance. Total expenditures comes to \$97,000 which includes items such as  
270 cleaning supplies, uniforms, pest control, fire extinguishers and termite inspections.

271  
272 **Finance**

273 Mr. Booth reported that the finance department consists of 5 employees with two being in business  
274 licenses. The total salaries and benefits budget is \$273,000. The total operating costs are \$61,000  
275 which includes items such as training, postage and printing costs for business renewals, dues and  
276 subscriptions, IT, office supplies, professional service includes the town auditor and attorney costs,  
277 and subscription software. The auditor has gone up \$2,000 on their cost.

278

**GENERAL FUND  
FINANCE  
DEPARTMENTAL EXPENDITURES**

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 171,124	\$ 189,040	\$ 236,118	\$ 236,118	\$ 202,481	
Salaries, Overtime	98	-	-	-	-	
FICA/Unemployment	13,152	14,470	19,063	19,063	15,990	
Workers' Compensation	10,085	8,271	7,900	7,047	5,700	
Retirement	14,834	17,126	22,900	22,900	19,693	
Employee Health Insurance	21,126	25,165	33,334	34,114	29,712	
<b>TOTAL PERSONNEL</b>	<b>\$ 230,419</b>	<b>\$ 254,072</b>	<b>\$ 319,315</b>	<b>\$ 319,242</b>	<b>\$ 273,578</b>	<b>-14.32%</b>
<b>OPERATING</b>						
Uniforms	\$ 226	\$ 263	\$ -	\$ -	\$ -	
Travel & Training	3,867	8,151	3,175	4,070	4,650	
Communications	674	2,964	4,050	4,050	3,075	
Postage	4,510	4,779	6,310	6,310	5,280	
Printing & Advertising	1,707	484	550	550	550	
Dues & Subscriptions	693	785	795	795	1,000	
IT Repairs & Maintenance	-	-	-	-	1,893	
Repairs & Maintenance	731	951	775	1,750	-	
Office Supplies	2,149	2,157	3,205	3,205	1,850	
Materials & Supplies	1,431	2,587	1,150	1,150	2,075	
Tort & Bond Insurance	3,099	3,432	3,800	2,934	2,000	
Professional Services	22,609	24,932	24,500	24,500	26,500	
Contractual Services	5,740	5,272	13,095	13,095	460	
Subscription Software	-	-	-	-	9,939	
Awards & Gifts	-	100	120	116	100	
Miscellaneous Expense	2,331	(146)	-	2,693	-	
Furn,Fixtures & Equip < \$5k	599	107	3,600	3,600	-	
IT Hardware < \$5k	-	-	-	-	1,815	
<b>TOTAL OPERATING</b>	<b>\$ 50,366</b>	<b>\$ 56,818</b>	<b>\$ 65,125</b>	<b>\$ 68,818</b>	<b>\$ 61,187</b>	<b>-6.05%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 280,785</b>	<b>\$ 310,890</b>	<b>\$ 384,440</b>	<b>\$ 388,060</b>	<b>\$ 334,763</b>	<b>-12.92%</b>

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**Planning, Building & Zoning**

Mr. Booth reported that there are three employees in this department. The department is working on the comprehensive plan and performing some code enforcement. Planning will be looking for guidance from council at the next meeting on the ordinances they have been reviewing. The salaries total \$193,000; the operating costs are \$52,000 which include items such as training, shared vehicle expense, ads and notices, dues and subscriptions, professional services which includes Waccamaw Regional consultants and the engineer. The inspector was budgeted as part time last year and this year he is full time. Mr. Booth explained that code enforcement has been an issue and there was a need to extend his hours.

**GENERAL FUND  
PLANNING, BUILDING & ZONING  
DEPARTMENTAL EXPENDITURES**

\*Proposed Budget

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 172,265	\$ 148,966	\$ 156,106	\$ 156,106	\$ 156,601	
Salaries, Overtime	448	-	-	-	-	
FICA/Unemployment	13,133	11,525	12,542	12,542	12,280	
Workers' Compensation	8,516	8,727	8,000	6,699	4,900	
Retirement	15,080	13,437	15,140	15,140	15,274	
Employee Health Insurance	13,921	11,436	15,032	11,048	4,875	
<b>TOTAL PERSONNEL</b>	<b>\$ 223,363</b>	<b>\$ 194,091</b>	<b>\$ 206,820</b>	<b>\$ 201,535</b>	<b>\$ 193,930</b>	<b>-6.23%</b>
<b>OPERATING</b>						
Uniforms	\$ 96	\$ 531	\$ -	\$ -	\$ -	
Travel & Training	4,294	2,565	3,510	3,510	2,500	
Operation of Motor Vehicles	475	36	500	500	350	
Gasoline/Motor Fluids	1,413	1,128	785	785	1,475	
Communications	1,559	2,454	3,075	3,075	2,340	
Postage	139	130	150	150	150	
Printing & Advertising	2,137	762	3,850	3,850	1,750	
Dues & Subscriptions	1,120	1,503	1,100	1,100	1,100	
IT Repairs & Maintenance	-	-	-	-	559	
Repairs & Maintenance	2,044	480	500	500	-	
Office Supplies	1,088	1,299	950	950	600	
Materials & Supplies	1,423	1,451	1,600	1,600	1,000	
Professional Services	20,128	21,551	31,700	31,700	30,000	
Vehicle Insurance	1,248	839	600	447	550	
Tort Insurance	3,375	3,326	3,700	2,652	1,600	
Contractual Services	1,294	4,648	7,225	7,225	5,400	
Subscription Software	-	-	-	-	2,216	
Awards & Gifts	-	60	60	60	60	
Committee Expense	336	96	500	500	500	
Miscellaneous Expense	-	-	-	-	-	
Furn.Fixtures & Equip < \$5k	8,208	2,779	2,500	2,500	-	
<b>TOTAL OPERATING</b>	<b>\$ 50,377</b>	<b>\$ 45,638</b>	<b>\$ 62,305</b>	<b>\$ 61,104</b>	<b>\$ 52,150</b>	<b>-16.30%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 273,740</b>	<b>\$ 239,729</b>	<b>\$ 269,125</b>	<b>\$ 262,639</b>	<b>\$ 246,080</b>	<b>-8.56%</b>

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**Public Works**

Mr. Booth reported that Public Works salaries and benefits totals \$297,000. Beach Services is reimbursed \$12,000 from Atax funds. The total operating expense is \$252,000 which includes uniforms, training, motor vehicle maintenance, gasoline, contractual services which include engineering and underground utility, sidewalks, street lights, cell phones and SCDOT barricades. Stop signs and street signs are also included.

Mr. Johnson asked if the town got hit with a large Santee Cooper utility bill is there money that can be found to pay for this? Mr. Booth stated that the town would begin with energy conservation; they would find ways to save. Mr. Booth stated that he would begin the energy conservation now with the anticipation the rates will go up. Mr. Booth reported that sidewalks are in the plan and they would begin placing sidewalks on 5<sup>th</sup> Avenue this summer. There was discussion regarding the vehicle for the Public Works Director. Mr. Martin suggested purchasing a hybrid. There was discussion regarding no need for a 4 wheel truck and Mr. Martin commented that the next manager hired should work as a manager and should not need a 4 wheel truck.

GENERAL FUND  
PUBLIC WORKS  
DEPARTMENTAL EXPENDITURES

Proposed Budget

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Amended	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ 317,762	\$ 298,405	\$ 238,194	\$ 238,194	\$ 213,037	
Salaries, Overtime	5,399	4,344	3,000	4,500	3,000	
FICA/Unemployment	24,871	23,354	19,751	19,751	17,127	
Workers' Compensation	31,706	23,353	27,000	20,640	11,000	
Retirement	27,476	26,863	23,397	23,397	20,978	
Employee Health Insurance	42,396	46,894	42,758	43,394	32,644	
<b>TOTAL PERSONNEL</b>	<b>\$ 449,610</b>	<b>\$ 423,213</b>	<b>\$ 354,098</b>	<b>\$ 349,876</b>	<b>\$ 297,786</b>	<b>-15.90%</b>
<b>OPERATING</b>						
Uniforms	\$ 4,842	\$ 3,531	\$ 5,000	\$ 5,000	\$ 3,250	
Travel & Training	286	3,025	1,000	1,000	1,550	
Operation of Motor Vehicles	8,995	5,980	7,500	7,500	5,500	
Gasoline/Motor Fluids	28,958	41,713	39,470	39,470	44,090	
Beach Services-Atax Reimburse	(12,863)	(14,200)	(12,000)	(6,300)	(12,000)	
Communications	2,412	4,098	5,400	5,400	4,000	
Postage	309	70	150	150	100	
Utilities	58,615	59,188	75,000	75,000	70,720	
Printing & Advertising	2,253	356	1,500	1,500	1,000	
Dues & Subscriptions	-	35	200	200	100	
IT Repairs & Maintenance	-	-	-	-	609	
Repairs & Maintenance	14,825	20,665	18,500	18,500	10,000	
Lakes & Drainage Maintenance	2,391	19,606	-	-	-	
Office Supplies	350	397	400	600	700	
Drainage Improvements	610	(1,048)	-	-	-	
Materials & Supplies	24,380	34,200	14,500	14,500	13,600	
Professional Services	2,694	3,477	1,250	1,250	1,000	
Vehicle Insurance	6,735	4,657	4,100	4,644	4,900	
Tort Insurance	4,917	5,641	6,300	6,300	4,215	
Contractual Services	205,221	262,994	163,000	163,000	100,000	Underground
Parking Lot Expenses	4,035	-	-	-	-	
Subscription Software	-	-	-	-	171	
Awards & Gifts	-	120	120	120	120	
Miscellaneous Expense	33	604	500	500	1,200	
Furn.Fixtures & Equip < \$5k	36,170	1,140	2,500	2,500	-	
<b>TOTAL OPERATING</b>	<b>\$ 394,168</b>	<b>\$ 456,249</b>	<b>\$ 334,390</b>	<b>\$ 338,749</b>	<b>\$ 252,610</b>	<b>-24.46%</b>
Capital - Land Improvements	93,584	-	286,000	286,000	40,000	
Capital - Heavy/Other Equipment	45,209	45,823	-	-	-	
Capital - Other Equipment	-	25,706	-	-	17,425	SCDOT
Capital - Motor Vehicle	15,748	-	-	-	25,500	
<b>TOTAL CAPITAL</b>	<b>\$ 154,541</b>	<b>\$ 71,529</b>	<b>\$ 286,000</b>	<b>\$ 286,000</b>	<b>\$ 82,925</b>	<b>-71.01%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 998,319</b>	<b>\$ 950,991</b>	<b>\$ 974,488</b>	<b>\$ 974,625</b>	<b>\$ 633,321</b>	<b>-35.01%</b>

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314 **Fleet Maintenance**

315 The personnel costs, including benefits, comes to \$49,000. This is for the town mechanic. The  
316 operating expenses total \$28,000 which includes items such as training, uniforms, utilities, and  
317 repairs and maintenance costs.

318

319 **Grounds**

320 Mr. Booth reported that salaries and benefits were \$288,000. The ground department takes care of  
321 lake maintenance, mosquito spraying and all town owned properties. The operating costs total  
322 \$74,000 and this includes items such as uniforms, tree city designation (\$2.00 per resident needs to  
323 be budgeted each year for trees), training, mosquito spraying, dues, field and turf supplies, vehicle  
324 insurance and certifications. Total expenditures are \$363,000. There was some discussion on the  
325 tree mitigating fund under the tree ordinance. Mr. Booth reported that the town also has funds in  
326 beautification for projects.

GENERAL FUND

Proposed Budget

GROUNDS

DEPARTMENTAL EXPENDITURES

EXPENDITURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed	% Change 2010 to 2011
<b>PERSONNEL</b>						
Salaries, Regular	\$ -	\$ 26,375	\$ 220,797	\$ 220,797	\$ 188,087	
Salaries, Overtime	-	222	2,000	2,000	2,000	
FICA/Unemployment	-	2,243	19,448	19,448	15,242	
Workers' Compensation	-	543	2,900	3,699	4,800	
Retirement	-	2,489	21,624	21,624	18,396	
Employee Health Insurance	-	10,515	41,037	57,266	60,055	
<b>TOTAL PERSONNEL</b>	<b>\$ -</b>	<b>\$ 42,387</b>	<b>\$ 307,804</b>	<b>\$ 324,832</b>	<b>\$ 288,580</b>	<b>-6.25%</b>
<b>OPERATING</b>						
Uniforms	\$ -	\$ 80	\$ 3,000	\$ 3,000	\$ 2,780	
Travel & Training	-	593	2,000	2,000	2,000	
Operation of a Motor Vehicle	-	1,338	3,750	3,750	4,500	
Gasoline/Motor Fluids	-	1,477	9,610	9,610	10,080	
Communications	-	378	1,500	1,500	2,240	
Utilities	-	-	-	-	1,400	
Dues & Subscriptions	-	-	200	200	350	
IT Repairs & Maintenance	-	-	-	-	1,118	
Repairs & Maintenance	-	1,368	1,250	1,250	3,000	
Tree City	-	-	-	-	10,000	Tree City
Office Supplies	-	-	150	150	150	
Materials & Supplies	-	5,889	12,000	12,000	10,600	
Field & Turf Supplies	-	1,428	17,000	17,000	21,000	New Parks
Vehicle Insurance	-	489	2,800	2,553	2,100	
Tort Insurance	-	372	2,300	2,169	2,100	
Contractual Services	-	-	1,500	1,500	150	
Subscription Services	-	-	-	-	71	
Awards & Gifts	-	-	120	120	140	
Miscellaneous Expense	-	169	100	100	500	
Furn.Fixtures & Equip < \$5k	-	5,779	-	-	-	
IT Hardware < \$5k	-	-	-	-	500	
<b>TOTAL OPERATING</b>	<b>\$ -</b>	<b>\$ 19,360</b>	<b>\$ 57,280</b>	<b>\$ 56,902</b>	<b>\$ 74,779</b>	<b>30.55%</b>
<b>CAPITAL</b>						
Capital - Land Improvement	-	-	-	-	-	
Capital - Other Equipment	-	-	-	-	-	
<b>TOTAL CAPITAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 61,747</b>	<b>\$ 365,084</b>	<b>\$ 381,734</b>	<b>\$ 363,359</b>	<b>-0.47%</b>

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329 **Sanitation**

330 Mr. Booth reported this fund runs well. The town is fully automated and the cost in labor has been  
 331 reduced. The total revenue of the fund totals \$1,137,000 with \$29,000 coming from Caropines.  
 332 The total expenses, including salaries and benefits, comes to \$905,000. There is a net gain in that  
 333 department in the amount of \$159,000. The town plans on purchasing a knuckleboom truck from  
 334 the fund to eventually replace one they have. Mr. Samples asked where trash truck replacement is  
 335 budgeted. Mr. Booth stated that everything in an enterprise fund needs to stay in that fund. Ms.  
 336 Hursey stated that this year there is \$159,000 and there is already a cash balance of over \$200,000  
 337 so the town is looking that at the end of 2011 there will be \$450,000 available. Mr. Booth  
 338 confirmed that many drivers are dual trained on all equipment use and all are qualified; currently  
 339 there is only one laborer not qualified to use the equipment. Mr. Booth stated that the citizens need  
 340 to be given a lot of credit; they do a lot of recycling. The total personnel salaries and benefits come  
 341 to \$456,000. Operating expenses totals \$520,000 which include uniforms, travel and training,  
 342 operation of motor vehicles, gasoline, moby carts and beach cans, vehicle insurance and contractual  
 343 services which includes Solid Waste Authority and Grand Strand Water and Sewer. The total  
 344 expenses, including salaries, comes to \$977,000.

TOWN OF SURFSIDE BEACH

Proposed Budget

SANITATION FUND

BUDGET SUMMARY

REVENUES	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2011 Proposed	% Change 2010 to 2011
Sanitation Revenue	\$ 1,162,709	\$ 1,148,843	\$ 1,472,500	1,137,000	
Interest Earned	8,929	513	-	-	
Sale of Fixed Assets	37,752	588	-	-	
Other revenue	1,882	-	-	-	
<b>TOTAL REVENUE</b>	<b>\$ 1,209,072</b>	<b>\$ 1,149,744</b>	<b>\$ 1,472,500</b>	<b>\$ 1,137,000</b>	<b>-22.78%</b>
<b>EXPENSES</b>					
Salaries & Benefits					
Salaries	\$ 304,218	\$ 386,859	\$ 386,859	\$ 327,333	
Benefits	118,461	151,972	146,867	129,341	
<b>Total Salaries &amp; Benefits</b>	<b>\$ 420,679</b>	<b>\$ 518,831</b>	<b>\$ 513,726</b>	<b>\$ 456,674</b>	<b>-11.11%</b>
Operating Expenses	\$ 203,510	\$ 159,335	\$ 157,582	\$ 126,135	
Contractual Services	233,514	288,000	288,000	197,375	
Depreciation	105,234	125,000	125,000	125,000	
Bad Debt	-	-	-	-	
<b>Total Operating Expenses</b>	<b>\$ 542,258</b>	<b>\$ 572,335</b>	<b>\$ 570,582</b>	<b>\$ 448,510</b>	<b>-21.39%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 962,937</b>	<b>\$ 1,091,166</b>	<b>\$ 1,084,308</b>	<b>\$ 905,184</b>	<b>-16.52%</b>
Transfer to General Fund	\$ 20,000	\$ 40,000	\$ 62,500	\$ 58,850	-9.04%
Transfer to A-Tax	-	-	-	15,000	
Capital Contributions	-	-	-	-	
<b>Net Income/(Loss)</b>	<b>\$ 226,135</b>	<b>\$ 18,578</b>	<b>\$ 325,692</b>	<b>\$ 159,966</b>	
Capital Purchases	\$ 214,250	\$ -	\$ 125,000	\$ 125,000	Knuckleboom

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**Pier Enterprise Fund**

Mr. Booth reported that normally it takes three years to break even on any fund. In the First year the town was able to do maintenance on the pier and also plan on adding a deck. Mr. Booth stated that he had to make sure the crane would be able to fit on the pier and now is confident the work will begin. Mr. Booth stated that council has seen the Charleston lease and this will be sent to the attorney and then it would go to council for review around the end of February and then it would go out for 45 days for bid. Mr. Booth plans on advertising at the Restaurant Association. The new lease is different than the previous lease and he will need direction from council on this. The revenues are budgeted at \$345,000; personnel expenses are at \$5,800; repairs and maintenance \$20,000 and this is pure labor to replace the deck adding that he already has all of the materials. Mr. Booth confirmed that each board and railing is planned to be replaced on the pier. Mr. Booth stated that he is using the Folly Beach pier as an example regarding lighting; they are turtle friendly. Mr. Booth added \$50,000 of depreciation which is not an actual cost just an accounting measure. There is \$26,000 of interest, \$163,000 is a return on investment from the General Fund. Mr. Booth reported that \$15,000 will be put towards the fireworks but he expects to get some of this back from contributions.

PIER ENTERPRISE FUND				
OPERATING STATEMENT				
REVENUES	FY 2009 Actual	FY 2010 Adopted	FY 2010 Projected	FY 2011 Proposed
Leases	\$ 57,178	\$ 156,000	\$ 160,627	\$ 150,000
Admissions	26,008	93,750	69,418	45,000
Fishing License	-	50,000	122,978	95,000
Parking Meters	2,127	40,625	75,156	55,000
Interest	28	-	-	-
Other Financing Sources (A-Tax)	-	10,000	-	-
<b>Total Revenue</b>	<b>\$ 85,341</b>	<b>\$ 350,375</b>	<b>\$ 428,179</b>	<b>\$ 345,000</b>
<b>EXPENSES</b>				
<b>PERSONNEL</b>				
Salaries, Regular	\$ 18,622	\$ 10,000	\$ 10,000	\$ 5,000
Salaries, Overtime	3,079	-	-	-
FICA/Unemployment	1,995	765	765	383
Retirement	310	788	788	493
<b>TOTAL PERSONNEL</b>	<b>\$ 24,006</b>	<b>\$ 11,553</b>	<b>\$ 11,553</b>	<b>\$ 5,876</b>
<b>OPERATING</b>				
Utilities	\$ 1,368	\$ 10,000	\$ -	\$ -
Materials & Supplies	323	5,000	5,000	-
Repairs & Maintenance	30,900	40,000	40,000	20,000
Professional Services	4,755	-	-	3,000
Building /Liability Insurance	4,418	6,000	6,000	4,500
Misc	232	-	-	-
Depreciation Expense	25,068	50,000	50,000	50,000
Transfer to General Fund (Interest)	16,300	32,600	30,644	26,771
Transfer to General Fund (5% of Income)	-	-	-	17,500
Transfer to A-Tax (Fireworks)	-	-	-	10,000
<b>TOTAL OPERATING</b>	<b>\$ 83,364</b>	<b>\$ 143,600</b>	<b>\$ 131,644</b>	<b>\$ 131,771</b>
<b>TOTAL EXPENSES</b>	<b>\$ 107,370</b>	<b>\$ 155,153</b>	<b>\$ 143,197</b>	<b>\$ 137,647</b>
Net Operating Inc/Loss before transfers	\$ (22,029)	\$ 195,222	\$ 284,982	\$ 207,353
Return on Investment from Gen. Fund	\$ -	\$ (163,000)	\$ (163,000)	\$ (163,000)
Capital Improvements	-	-	(68,000)	- Pier Pilings
Capital Purchases	-	-	-	(28,000) Pay Stations
<b>Net Increase/Decrease Fund Balance</b>	<b>(22,029)</b>	<b>32,222</b>	<b>53,982</b>	<b>16,353</b>

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Mr. Booth reported that the wiring and piping will be replaced as the pier project progresses. There was some discussion regarding lighting at the buildings.

**Capital Projects Fund**

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Ms. Hursey confirmed that this fund includes stormwater. Mr. Booth reported lake enhancements \$113,000 includes fishing and decking at Dogwood and also includes funds for a lake barricade. This will consist of putting rolls of material down which is user friendly. Mr. Booth added that there is also a question regarding the amount of erosion. The County has agreed to pay for 70 percent of the \$100,000 project. Mr. Booth reported the town is awaiting approval from the corp of engineers. There was some conversation regarding the corp of engineer status on the swash. Mr. Martin asked if the town could start something before approval from the corp of engineers. Mr. Booth stated that the town does not have any right-of-way and feels the landowners have some responsibility. Mr. Booth stated that he would have the engineer look at the swash area to see if there is something that could be done to "shore it up". It was discussed that perhaps there was nothing that could be done but the town should look at it. There was some discussion regarding the homeowners association and perhaps making it a 50/50 project. Mr. Truett added that the town has been contacted by many concerned residents. Mr. Booth reported that if the swash is closed up the homeowners would secure more land. Total revenues is \$250,000; total operating expenditures is

386 \$142,000. There is \$7,000 that will go to CCU for water testing. Mr. Booth reported that the town  
387 has a contract with CCU and \$15,000 will go towards education and training.

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389 **Accommodations Tax**

390 Mr. Booth reported that accommodation revenue coming in is listed as \$485,000; special events and  
391 grants is \$20,000 and fireworks is \$25,000. Total expenditures come to \$526,000 which includes  
392 items such as public safety, public works, recreation and special events and grounds department.  
393 The beginning fund balance was \$36,000 and \$3,000 was transferred in which gives the balance of  
394 \$39,000. Mr. Martin asked what the plan for beach re-nourishment was. Mr. Booth stated that by  
395 law the town needs to spend these funds and he would like to go back to the committee to ask for  
396 approval to transfer the fund balance into a beach re-nourishment fund as they had done in the past.  
397 Mr. Samples stated that it appears that the town is being somewhat optimistic in predicting  
398 revenues. Ms. Hursey stated that the additional quarter in this year is the smallest quarter being  
399 captured. There was some discussion regarding getting funds in for the fireworks. Mr. Booth stated  
400 that he plans on asking Santee Cooper for \$10,000 towards the fireworks.

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402 **Atax Public Safety**

403 Mr. Booth reported on the expenditures. The total personnel costs which includes the beach service  
404 officers \$172,000; total operating is \$15,000; total expenditures is \$187,000.

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406 **Atax Non-Departmental**

407 Out of the Atax funds, \$135,000 goes to the Myrtle Beach Chamber. Total operating expenses total  
408 \$141,000 and total transfers which includes transfer to general fund of \$43,000

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410 **Atax Sanitation/Public Works**

411 Total personnel including benefits is \$11,000 which includes street/beach cleaning. Total operating  
412 is \$40,000 which includes items such as gasoline, repairs and maintenance, beach cans and doggie  
413 bags and contractual services. Mr. Martin asked why sanitation was down from 2008 to 2011 at 45  
414 percent. Mr. Booth stated that he had to fund the police more and funded sanitation less. Ms.  
415 Hursey stated that some of the sanitation expense was removed and these are just the public works  
416 expenditures.

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418 **Atax Recreation**

419 Mr. Booth reported on the expenditures. Total personnel is \$10,000; total operating is \$83,000  
420 which includes tourism related events and advertising and promotion. Total expenditures come to  
421 \$93,000. The tourism related events include Can Am, St. Patrick's Day Dance, Easter Egg Hunt,  
422 Beach Music Party, Sun Fun and Kids Fair, End of Summer Celebration, fireworks, Art in the Park,  
423 and Memorial Day Car show.

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425 **Atax Grounds**

426 Mr. Booth reported that most of the money in the Grounds Department comes out of Hospitality but  
427 some comes out of Atax. Most of Atax goes into maintenance of the restrooms. Total expenditures  
428 is \$13,000.

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431 **Hospitality**

432 Total revenues is \$715,000 which is down significantly. Mr. Booth stated that the restaurant  
433 revenue is down; people are eating home more. Expenditures total \$289,000 which includes  
434 parking, police, fire, grounds, and recreation. Mr. Martin asked if there was a restriction on how  
435 much can be transferred to the general fund from hospitality. Mr. Booth stated that there are not a  
436 lot of restrictions on this. Mr. Booth reported that the hospitality fund paid for the fire station. The  
437 town is now starting to build the fund back up. It was confirmed that state law allows the town to  
438 collect hospitality. Mr. Booth reported that there are a lot of restrictions on Accommodations tax  
439 money but not on hospitality. The State cannot get these funds back. \$267,000 is designated for  
440 land, \$3,000 is designated to the Veterans Memorial and \$321,000 is undesignated. There was  
441 some discussion regarding land and parking. Ms. Hursey stated that the money that comes in  
442 covers any expense related to the parking such as pay stations and meter attendants and everything  
443 left goes into the reserve for land purchase. Mr. Martin stated that the people do not understand that  
444 this money does not just go into parking but to purchase land to improve the town as well. There  
445 was some discussion on the 3<sup>rd</sup> Avenue property with the oak.

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447 **Hospitality Police**

448 Mr. Booth reported that personnel totals \$100,000; total operating is \$12,000. Included in this fund  
449 is Bike Patrol and meter attendants.

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451 **Hospitality Recreation**

452 Mr. Booth reported that this is the fund where Beautification is funded. \$55,000 is proposed for  
453 2011. Total operating is \$61,000. Mr. Booth reported that the town plans on doing a pilot  
454 landscape project by the swash on Ocean Blvd.

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456 **Hospitality Non-Departmental/Grounds**

457 Mr. Booth reported that the town plans on recoating the tennis courts with a cost of \$10,000.  
458 \$100,000 is transferred to general fund. Mr. Truett stated that the tennis courts could be an item the  
459 town could pass onto Horry County. Horry County Councilmember, Mr. Barnard, had informed the  
460 town that the County would be willing to contribute towards recreational activities.

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462 **Hospitality Parking**

463 Mr. Booth reported that total expenditures are \$5,400 which includes clerk of court overtime.

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**ADJOURNMENT**

Mr. Johnson made a motion to adjourn. Mr. Truett seconded the motion. **All present voted in favor. MOTION CARRIED.** Meeting was adjourned at 4:35PM

472 Approved: June 22, 2010

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Sharon Pinnell, Town Clerk

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K. Allen Deaton, Mayor

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Roderick Smith, Town Council

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Vicki W. Blair, Town Council

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Anna Dodge, Town Council

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Douglas F. Samples, Town Council

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Mark L. Johnson, Town Council

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**Clerk's Note:** This document constitutes minutes of the meeting, which was audio taped. In accordance with FOIA, meeting notice and the agenda were faxed and/or emailed to local media and interested parties. A complete list is on file in the clerk's office. The agenda was posted on bulletin boards outside Council chambers and in the town hall reception area. Meeting notice was also posted on the town marquee.