



2012 Budget Meeting

Control

Wampee Conference Center
Pinopolis, South Carolina

Thursday, March 8, 2012

8:00 a.m. – 9:00 a.m.	Breakfast
9:00 a.m. – 9:45 a.m.	Budgeting: An Overview First and Second Verses
9:45 a.m. - 10:00 a.m.	Break
10:00 a.m. – 12:00 noon	FY2012-2013 Proposed Budget (Lots of Pictures)
12:00 noon – 1:30 p.m.	Lunch
1:30 p.m. – 2:30 p.m.	Municipal Insurance 102
2:30 p.m. – 2:45 p.m.	A Look Ahead to 2013/2014 Parking Management
2:45 p.m. – 3:00 p.m.	Break
3:00 p.m. – 3:45 p.m.	Northside Drainage Plan, Director Adair
3:45 p.m. – 4:30 p.m.	Engine 563 Presentation, Chief Packard
4:30 p.m. – 5:00 p.m.	Open Discussion
6:00 p.m.	Dinner

Friday, March 9, 2010

8:00 a.m. – 9:00 a.m.	Breakfast
9:00 a.m. – 9:45 a.m.	Law Enforcement Management for Lay People, Chief Frederick
9:45 a.m. – 10:15 a.m.	Sweeper in Action, Director Adair
10:15 a.m. – 10:30 a.m.	Break
10:30 a.m. – 11:00 a.m.	Open Discussion and Closing Comments



TOWN OF SURFSIDE BEACH
115 US Highway 17 North, Surfside Beach, SC 29575
Web: www.surfsidebeach.org
☎ (843) 913-6111 ☎ (843) 238-5432

TOWN COUNCIL BUDGET MEETING WAMPEE CONFERENCE CENTER, PINOPOLIS, SC THURSDAY AND FRIDAY, MARCH 8TH AND 9TH, 2012

A G E N D A

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Mr. Duckett's introductory notes. 2012 Budget Meeting

1

LOCAL GOV'T BUDGETING

- o PROCESS - MANY MEETINGS
- o MICRO-MGMT OF OPERATIONAL EXPENSES < 25% OF GEN. FUND
- o "I NEED MORE PEOPLE"

OUR PROCESS - 1 MEETING → JAN 13
3 w/3 bleed

2

PEOPLE AND PROMISES

3% INCREASE TO SALARIES

\$ 109,263	W W 127,000
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CHRISTMAS BONUSES AND MERIT
YEAR 2

NEXT YEAR → CONSIDER COST OF LIVING

3 - MOVING PARTS

GENERAL FUND → SALARY (BENEFITS)
OPERATIONAL EXP.

CAPITAL EXPENSES

DEBT SERVICE

FUND BALANCE (SAVINGS) - 41% - 37%

REVENUE STREAMS

(INCLUDES A TAX, HOSPITALITY TAX)

ENTERPRISE FUNDS

4 BALANCED BUDGET

9M → 12M - BALANCED!

DOUG

ROADS

BEACH

RENEWISHMENT
FUND BAL

TOWN OF SURFSIDE BEACH



BUDGET FY 2012 - 2013

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ORGANIZATIONAL CHARTS

BY DEPARTMENT

Town of Surfside Beach, SC Organizational Chart 6/30/13

Town Council

Town Clerk Town Administrator

Deputy Administrator

Administration

Finance

Building & Zoning

Court

Public Works

Recreation

Police Department

Fire Department

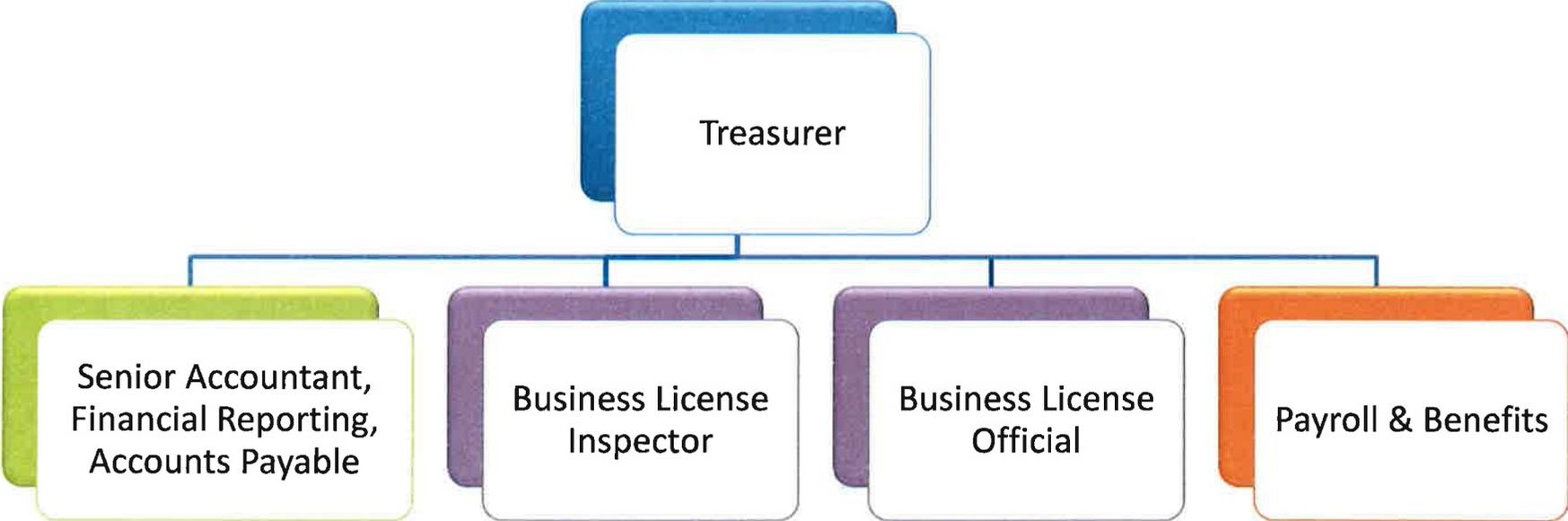
Surfside Beach Administration
FY 2012-2013 Organizational Chart



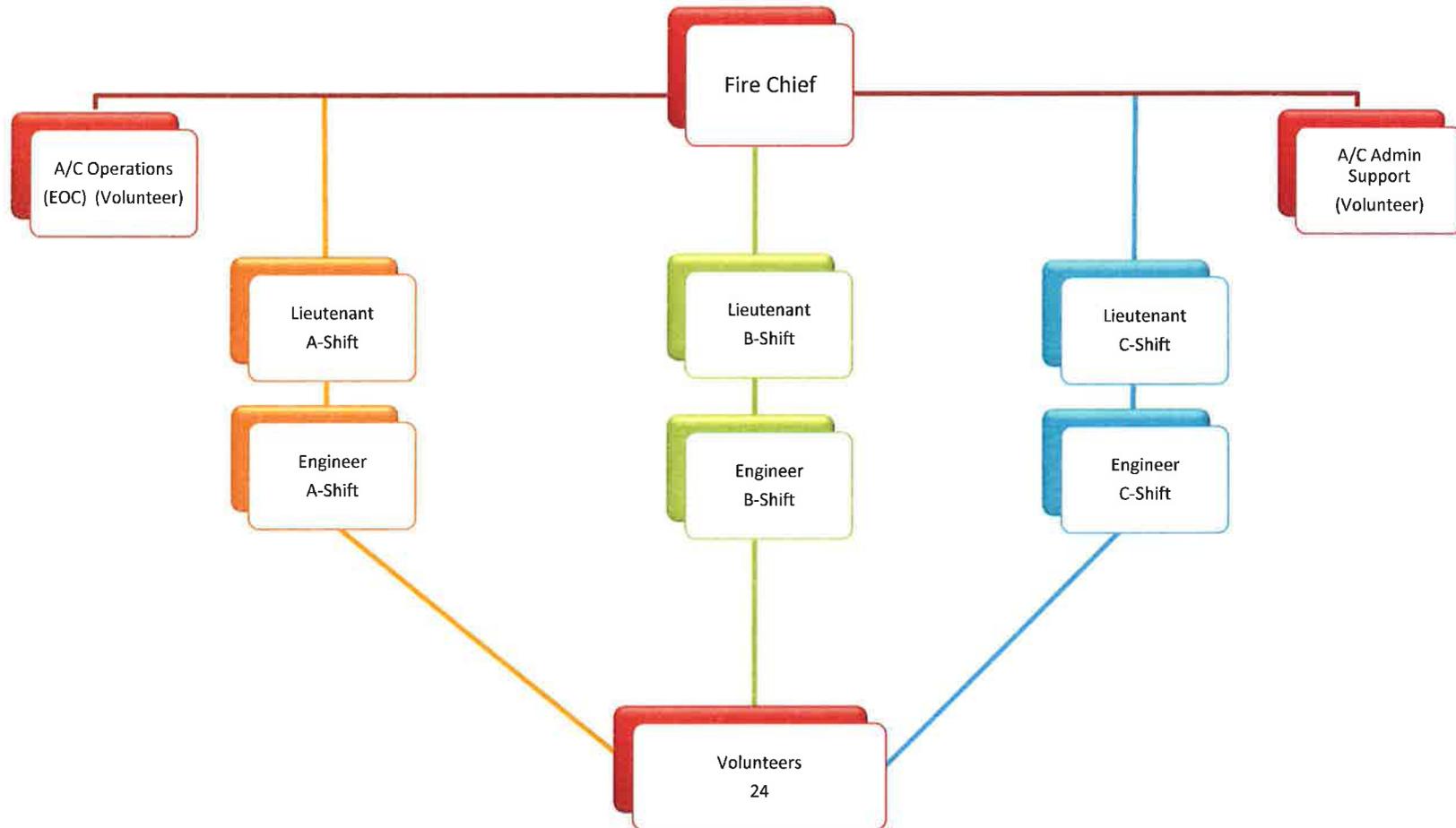
Surfside Beach Court
FY 2012-2013 Organizational Chart



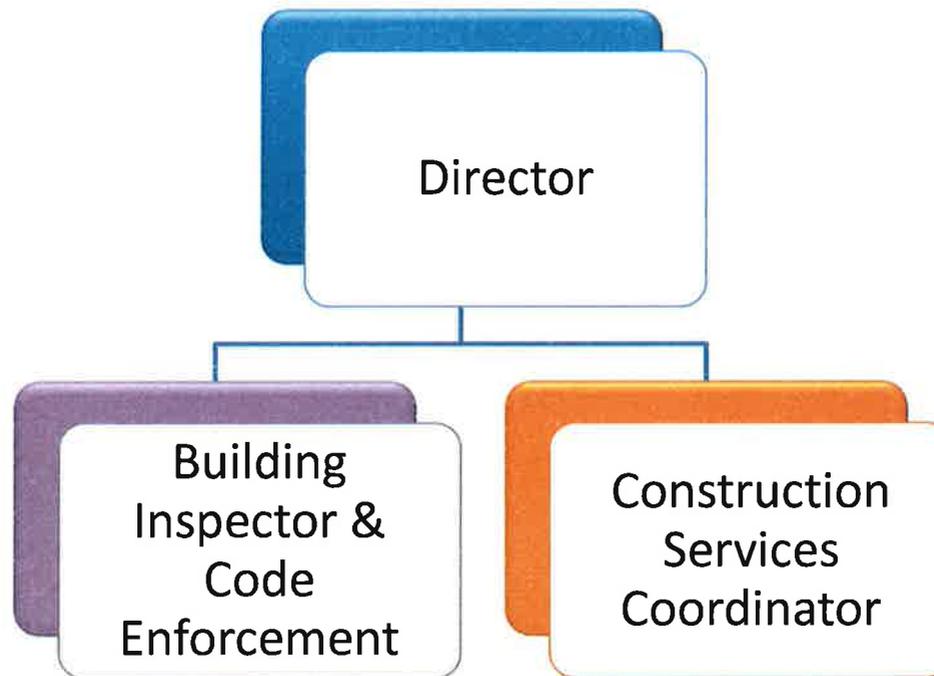
Surfside Beach Finance Department
FY 2012-2013 Organizational Chart



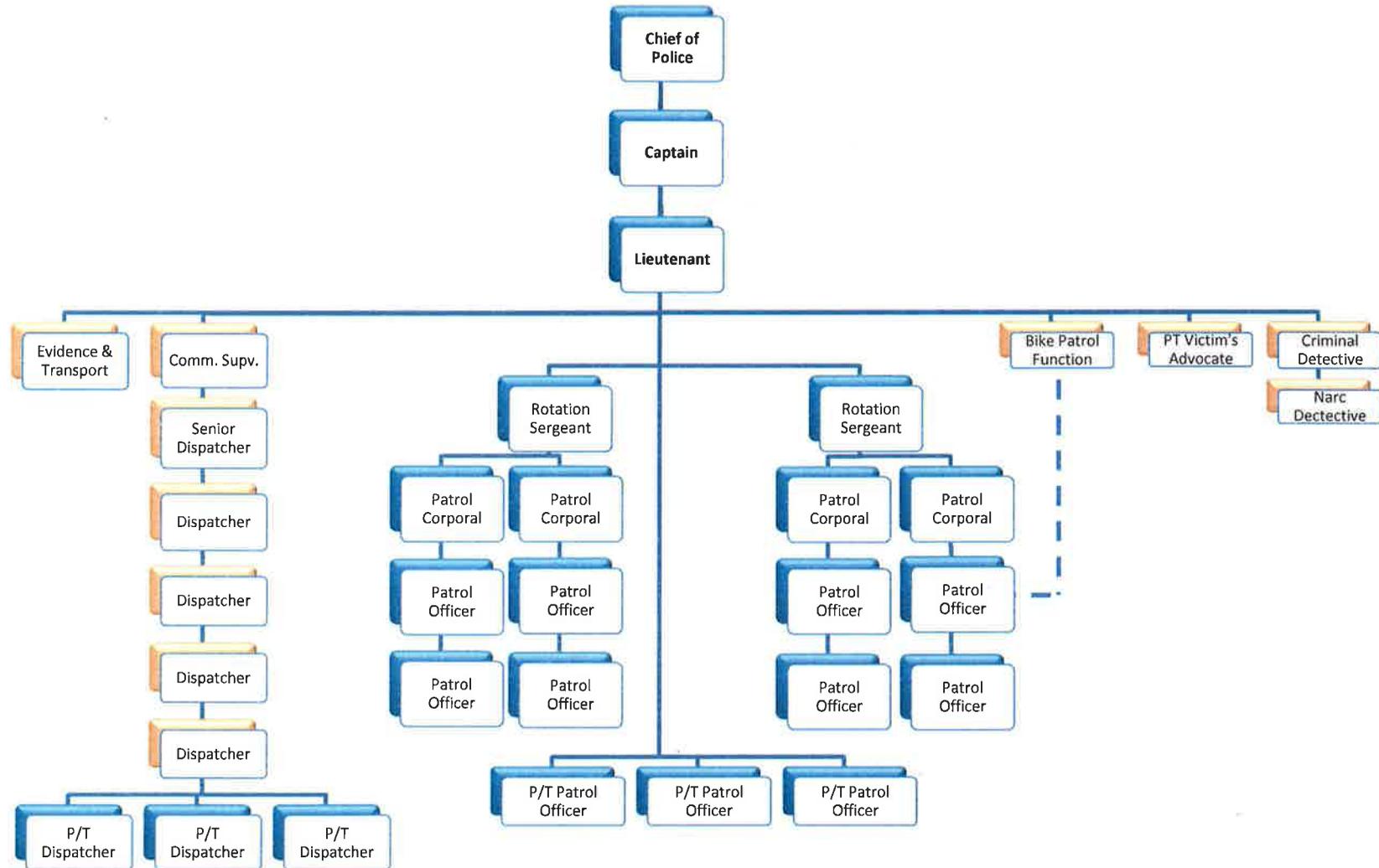
Surfside Beach Fire Department FY 2012-2013 Organizational Chart



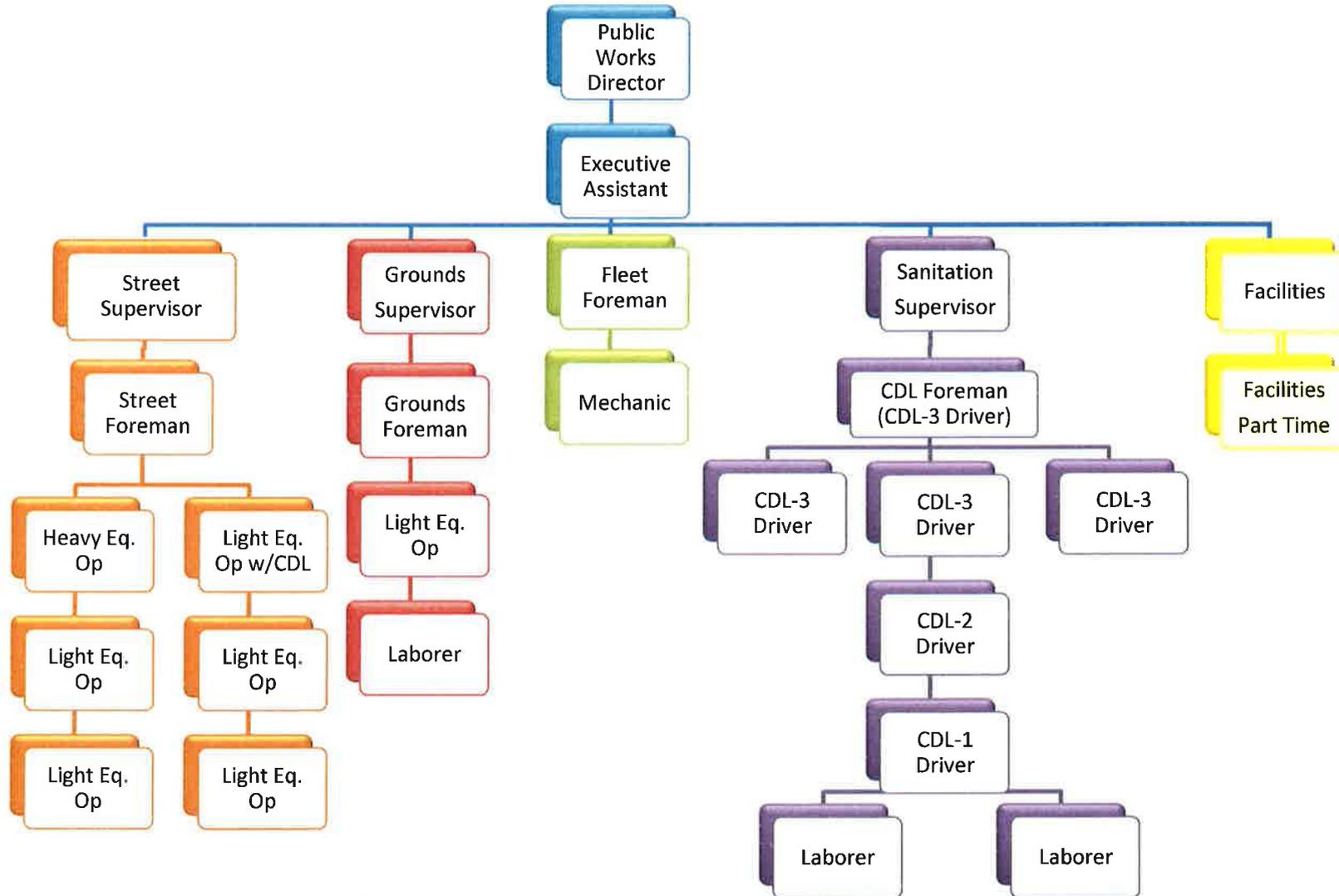
Surfside Beach Planning, Building & Zoning
Department FY 2012-2013 Organizational Chart



Surfside Beach Police Department FY 2012-2013 Organizational Chart



Surfside Beach Public Works FY 2012-2013 Organizational Chart



Surfside Beach Recreation and Special Events
Department FY 2012-2013 Organizational Chart



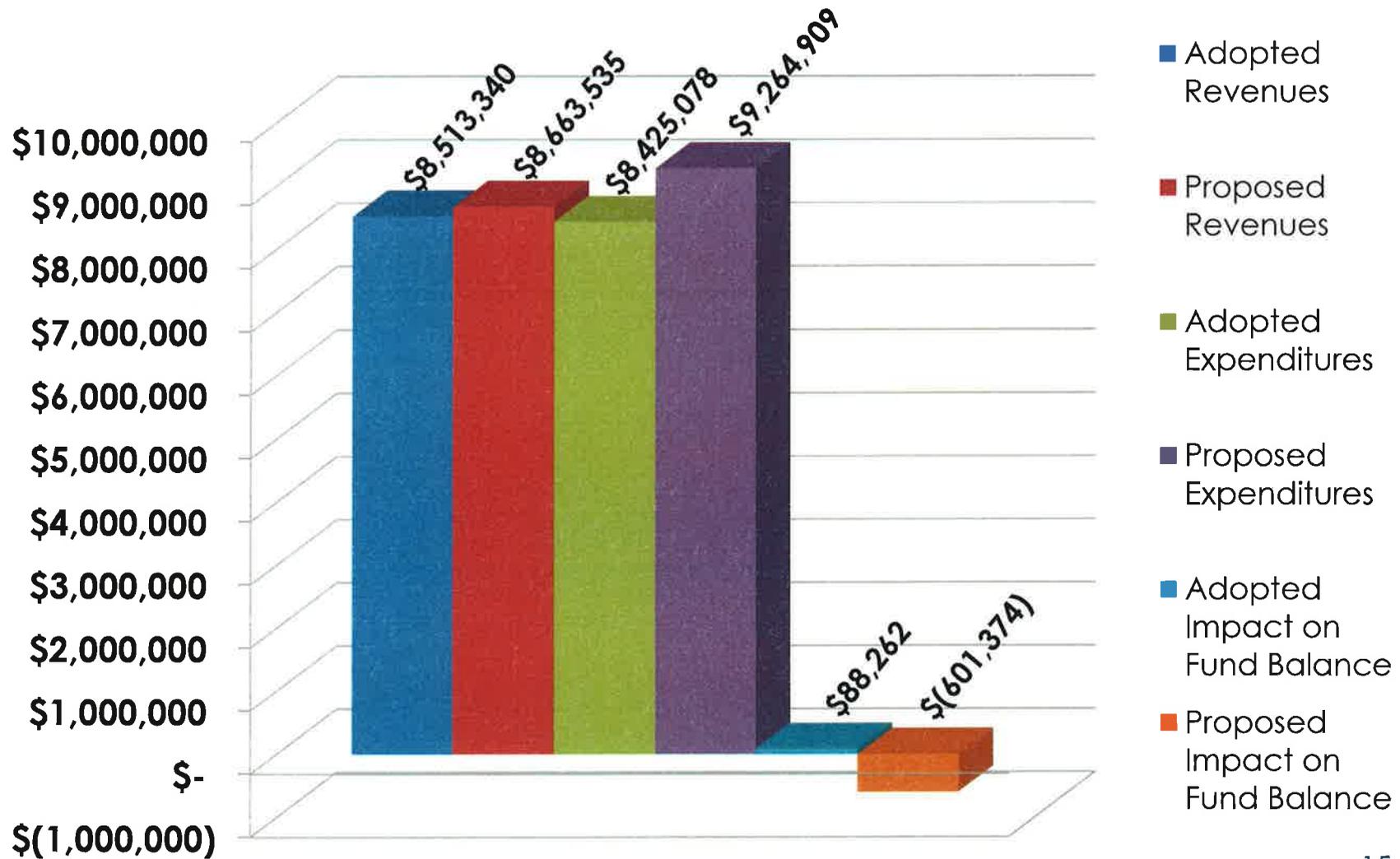
BUDGET

JULY 1, 2012 - JUNE 30, 2013

ACCOUNTING LANGUAGE CHANGES

- Unassigned
- Assigned
- Committed (Reserve was old term)
- Restricted (Designated was old term)
 - Victims' Advocate Program
 - Street Improvements
- Non-Spendable (Reserve was old term)
 - Inventory (diesel and postage)
 - Prepays (Insurance)
 - Advances (Pier)

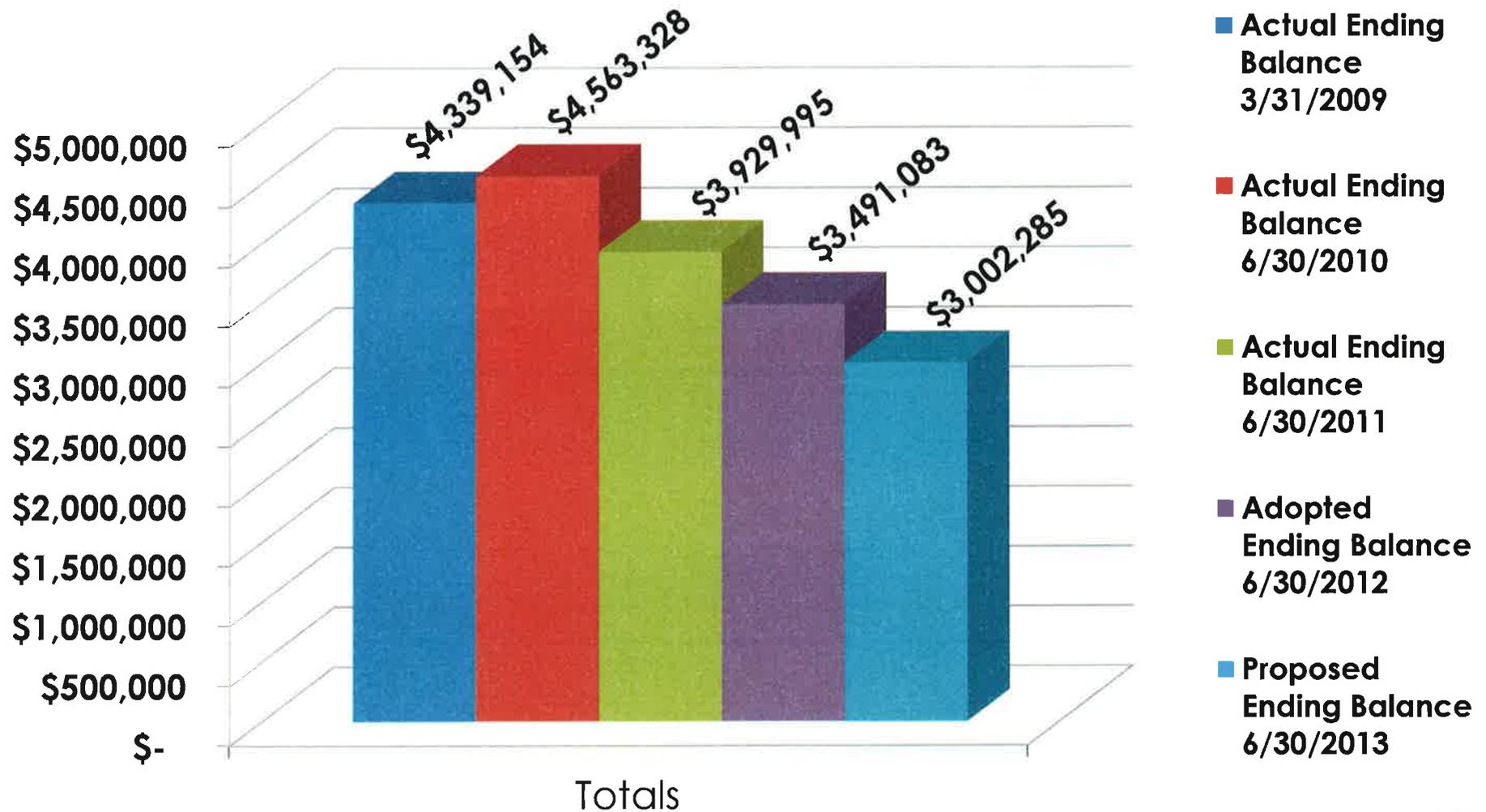
SUMMARY OF ALL ACTIVITIES



SUMMARY OF ALL ACTIVITIES

Fund	Adopted Revenues	Proposed Revenues	Adopted Impact on Fund Balance	Proposed Expenditures	Adopted Expenditures	Proposed Impact on Fund Balance
General Fund	\$ 5,332,140	\$ 5,611,012	\$ (438,912)	\$ 6,099,810	\$ 5,771,052	\$ (488,798)
Capital Projects Fund	\$ 320,000	\$ 268,750	\$ (4,000)	\$ 437,375	\$ 324,000	\$ (168,625)
Hospitality Fund	\$ 810,000	\$ 795,000	\$ 366,396	\$ 780,000	\$ 443,604	\$ 15,000
Accommodations Tax Fund	\$ 495,000	\$ 450,000	\$ 13,653	\$ 477,508	\$ 481,347	\$ (27,508)
Local Accommodations	\$ 140,000	\$ 140,000	\$ -	\$ 140,000	\$ 140,000	\$ -
Sanitation Fund	\$ 1,136,200	\$ 1,094,000	\$ 521	\$ 1,195,023	\$ 1,135,679	\$ (101,023)
Pier Enterprise Fund	\$ 280,000	\$ 304,773	\$ 150,604	\$ 135,193	\$ 129,396	\$ 169,580
Governmental Activities Total	\$ 8,513,340	\$ 8,663,535	\$ 88,262	\$ 9,264,909	\$ 8,425,078	\$ (601,374)

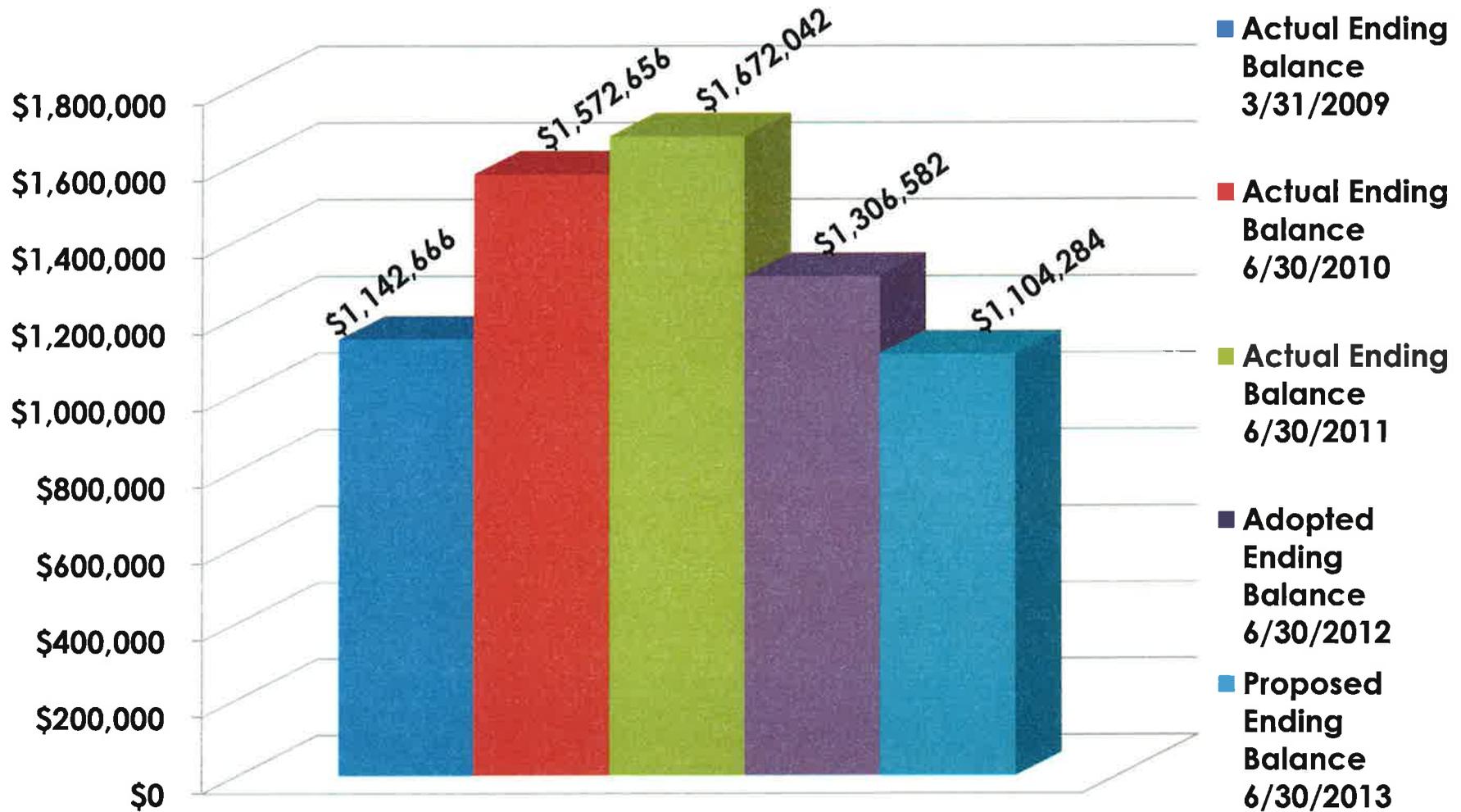
TOTAL FUND BALANCES BY YEAR (GENERAL FUND ONLY)



TOTAL FUND BALANCES BY YEAR (GENERAL FUND ONLY)

Fund Balances	Actual Ending Balance 3/31/2009	Actual Ending Balance 6/30/2010	Actual Ending Balance 6/30/2011	Adopted Ending Balance 6/30/2012	Proposed Ending Balance 6/30/2013
Totals	\$ 4,339,154	\$ 4,563,328	\$ 3,929,995	\$ 3,491,083	\$ 3,002,285

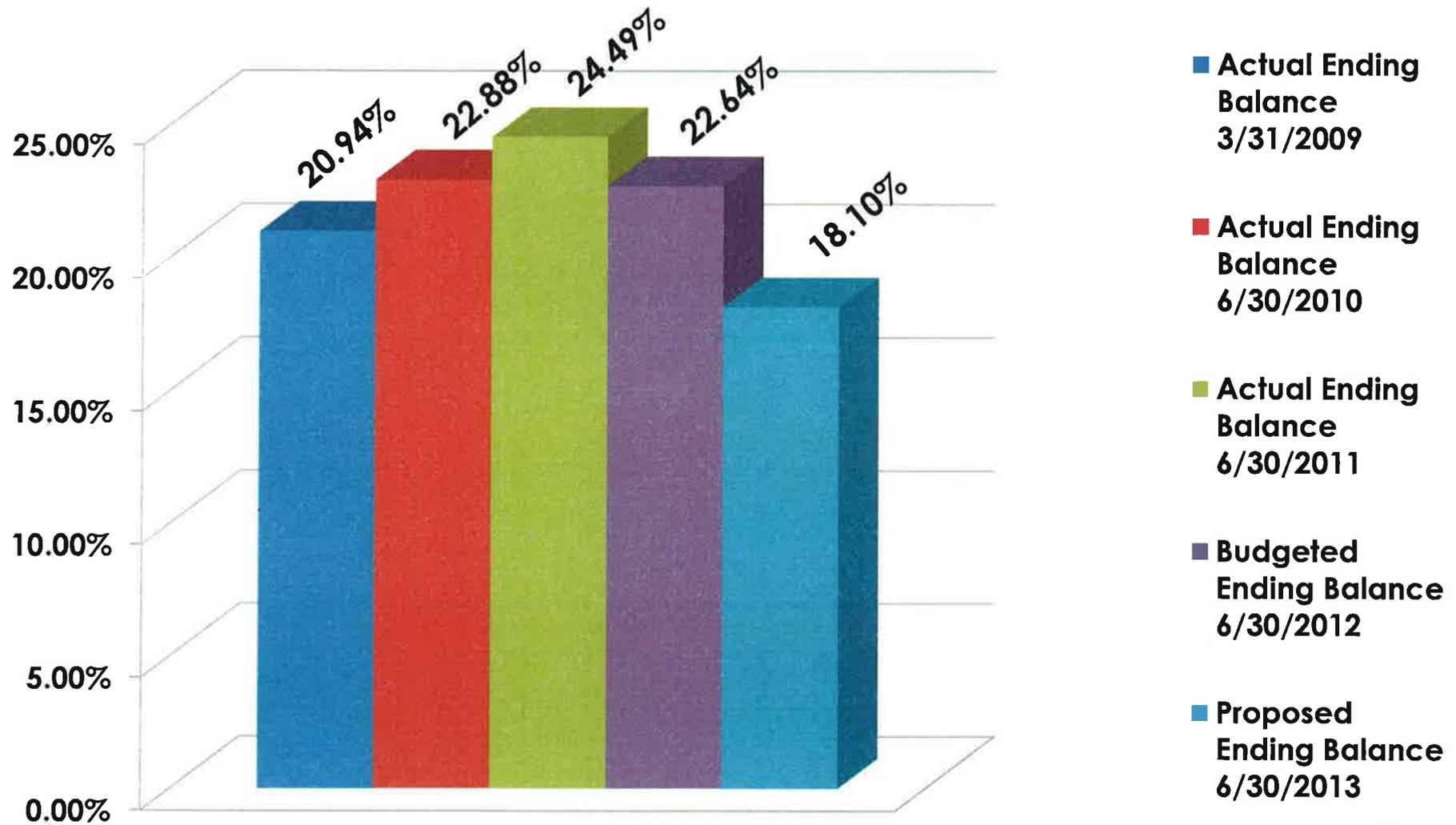
UNASSIGNED FUND BALANCE BY YEAR (GENERAL FUND ONLY)



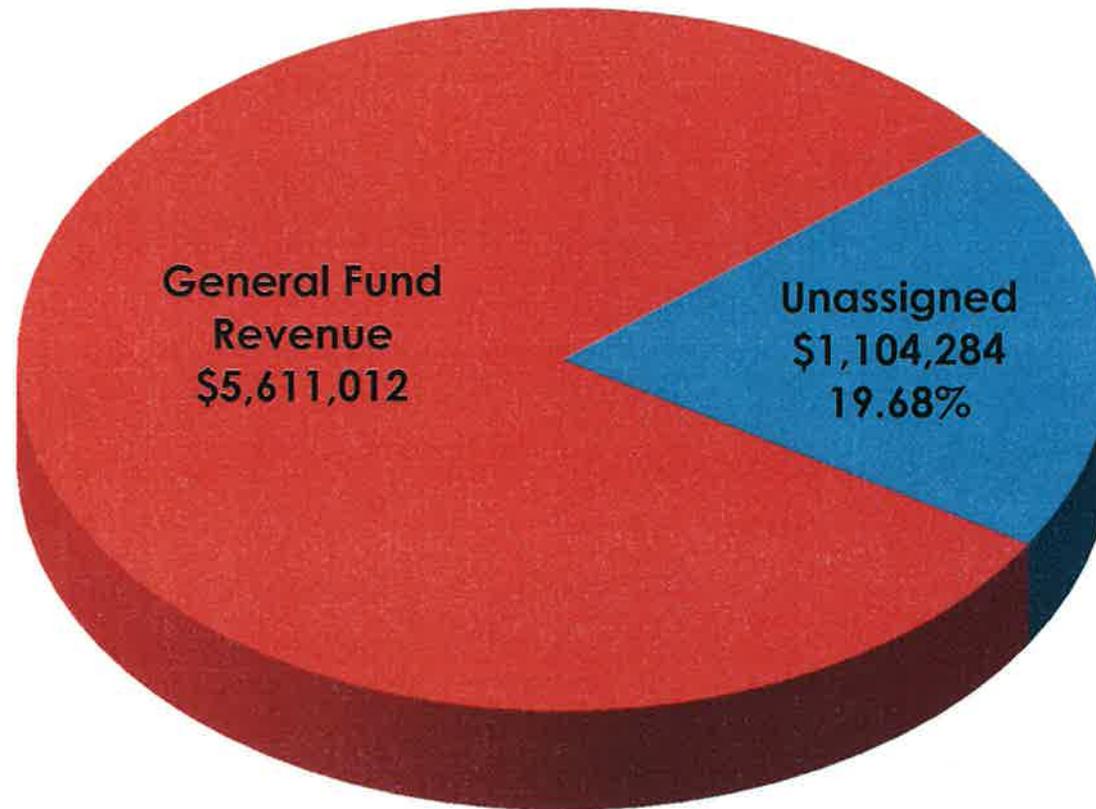
UNASSIGNED FUND BALANCE BY YEAR (GENERAL FUND ONLY)

Fund Balance	Actual Ending Balance 3/31/2009	Actual Ending Balance 6/30/2010	Actual Ending Balance 6/30/2011	Adopted Ending Balance 6/30/2012	Proposed Ending Balance 6/30/2013
General Fund	\$ 1,142,666	\$ 1,572,656	\$1,672,042	\$1,306,582	\$ 1,104,284

UNASSIGNED FUND BALANCE AS A PERCENTAGE OF EXPENDITURES

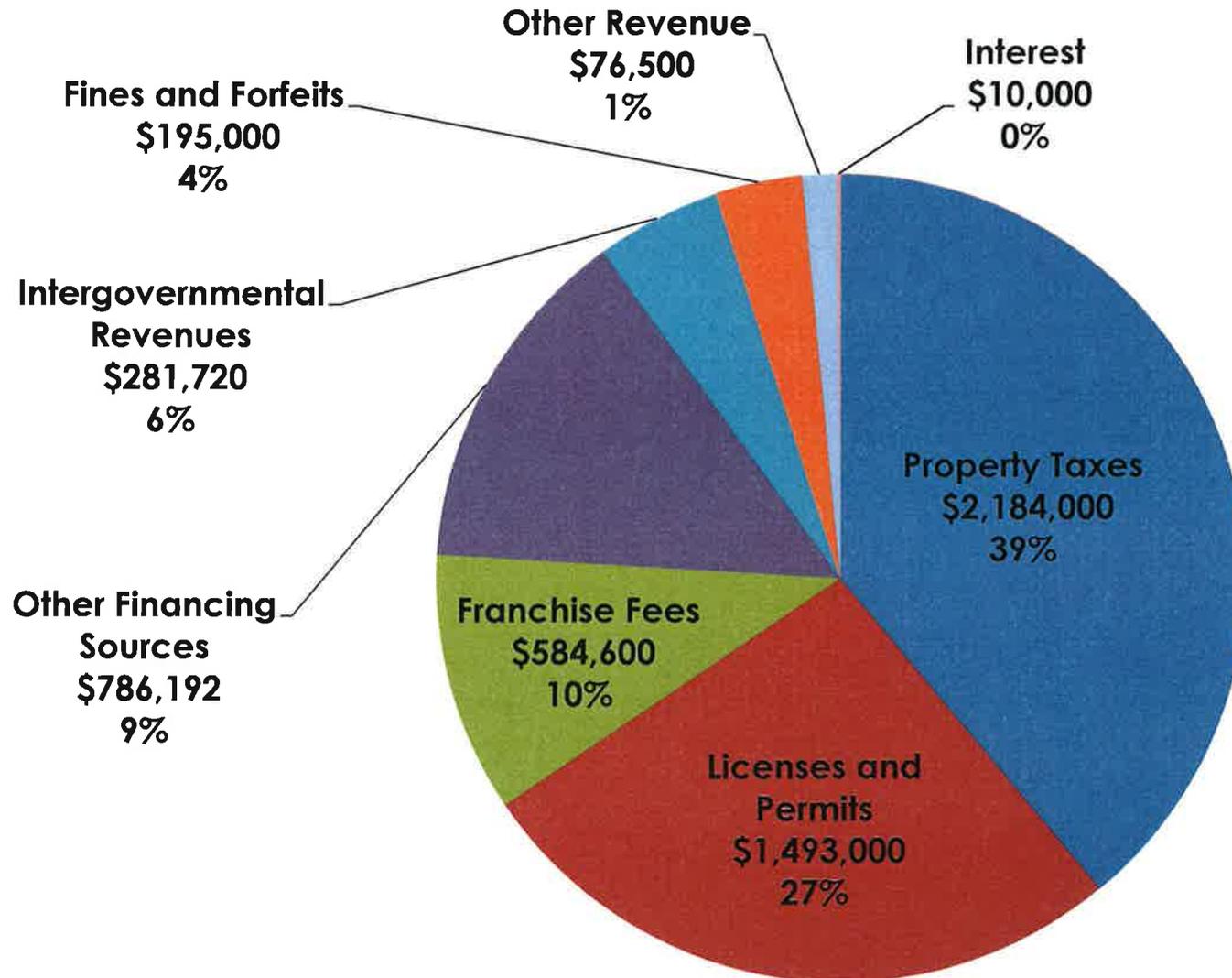


UNASSIGNED FUND BALANCE AS A PERCENTAGE OF REVENUE



Calculation: $\$1,104,284 \div \$5,611,012 = 19.68\%$

FY 2012-2013 PROPOSED REVENUES



FY 2012 – 2013 PROPOSED REVENUES

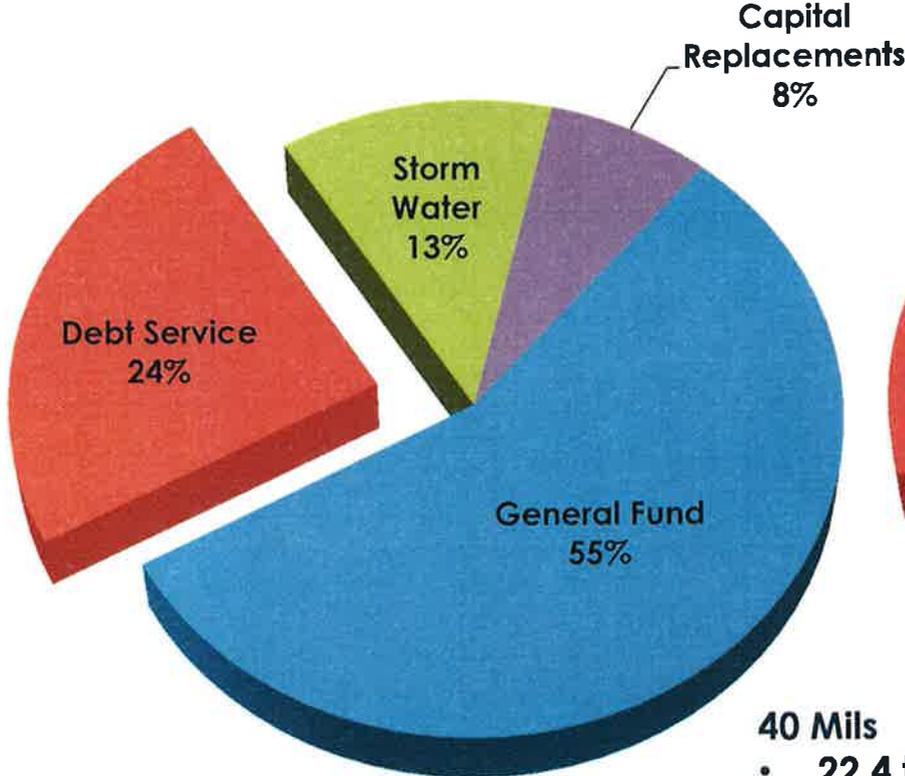
Revenues	FY 2013 Proposed
Property Taxes	\$ 2,184,000
Licenses and Permits	\$ 1,493,000
Franchise Fees	\$ 584,600
Other Financing Sources	\$ 786,192
Intergovernmental Revenues	\$ 281,720
Fines and Forfeits	\$ 195,000
Other Revenue	\$ 76,500
Interest	\$ 10,000
Total	\$ 5,611,012

INTERGOVERNMENTAL AND OTHER REVENUES

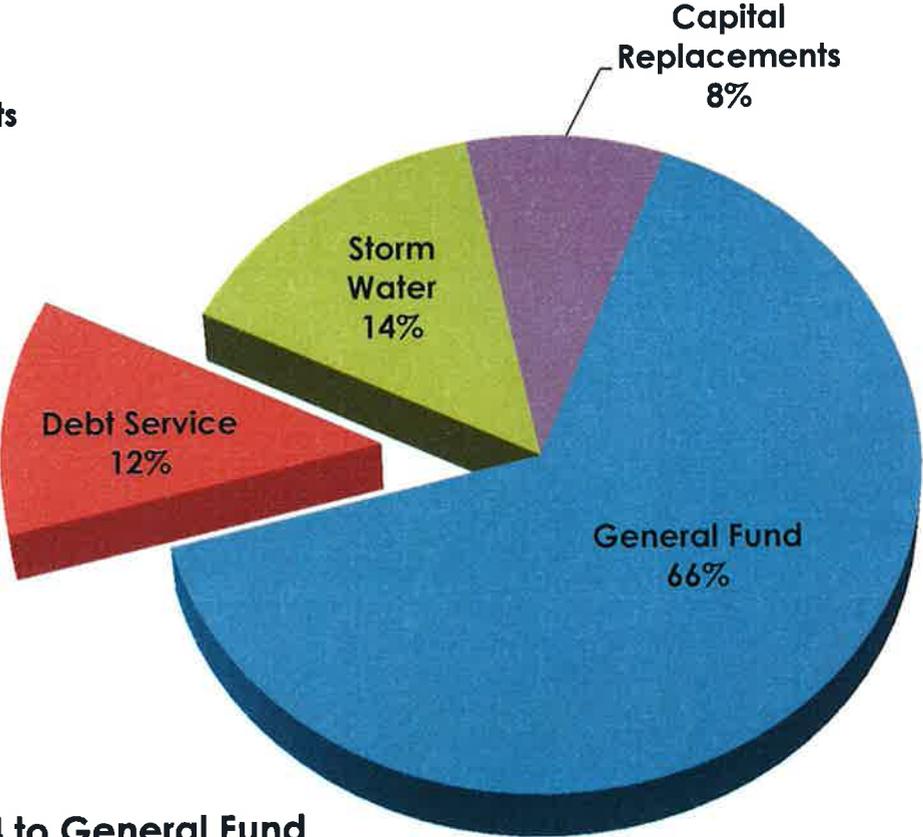
Intergovernmental Revenues	FY11-12 Budget	FY12-13 Proposed
Local Government Fund(State)	\$ 90,000	\$ 65,000
Alcohol Permits	\$ 41,500	\$ 41,500
Homestead Exemption	\$ 40,000	\$ 40,000
Merchants Inventory	\$ 11,120	\$ 11,120
Grants - DOT & CTC	-	-
Grants (Gov, Police, Insurance)	\$ 7,500	\$ 7,500
H.C. Recreation Dept.	\$ 16,600	\$ 16,600
H.C. Vehicle Tax (Road Fees)	\$ 100,000	\$ 100,000
Subtotal	\$ 306,720	\$ 281,720
Other Revenue		
Rec. Fees, Athletics & Sp. Events	\$ 55,000	\$ 51,500
Miscellaneous (False Alarms, Prisoner Housing, Donations, etc.)	\$ 25,000	\$ 25,000
Subtotal	\$ 80,000	\$ 76,500
Other Financing Sources		
Accommodations Tax Fund (First \$25,000 plus 5% of Receipts)	\$ 45,000	\$ 46,250
Sanitation Fund (% of Income)	\$ 58,500	\$ 109,250
Hospitality Fund	\$ 150,000	\$ 441,880
Local Accommodations (100%)	\$ 140,000	\$ 140,000
Pier Enterprise (% of Income)	\$ 17,500	\$ 30,477
Pier Enterprise (Interest per payment schedule)	\$ 22,820	\$ 18,335
Sale of Fixed Assets	\$ 25,000	-
Subtotal	\$ 458,820	\$ 786,192
Total	\$ 845,540	\$ 1,144,412

MILLAGE ASSIGNMENT

FY2012-2013

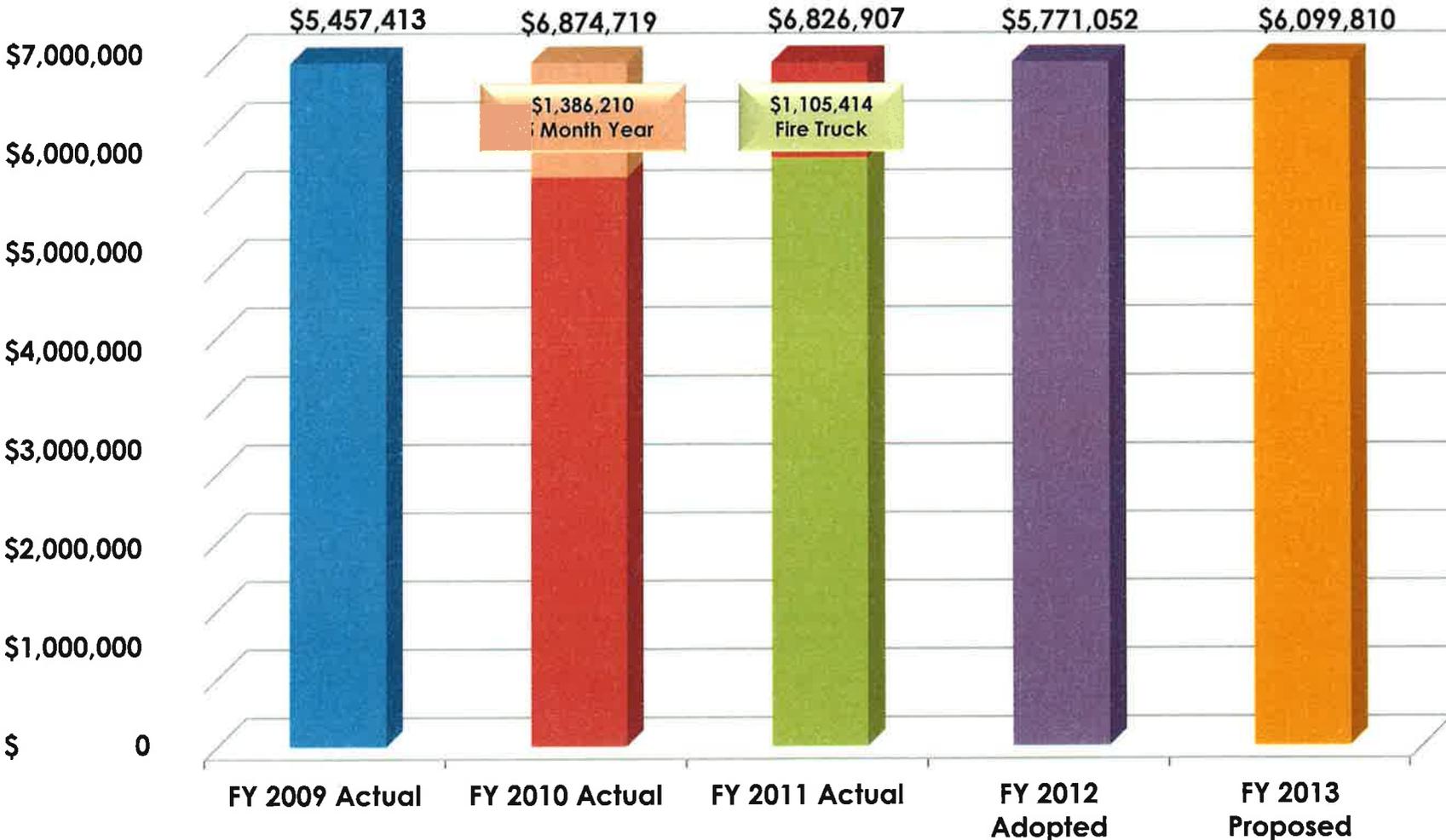


FY2013-2014



- 40 Mils**
- **22.4 to General Fund**
 - **9.6 to Debt Service**
 - **5 to Storm Water**
 - **3 to Capital Replacements**

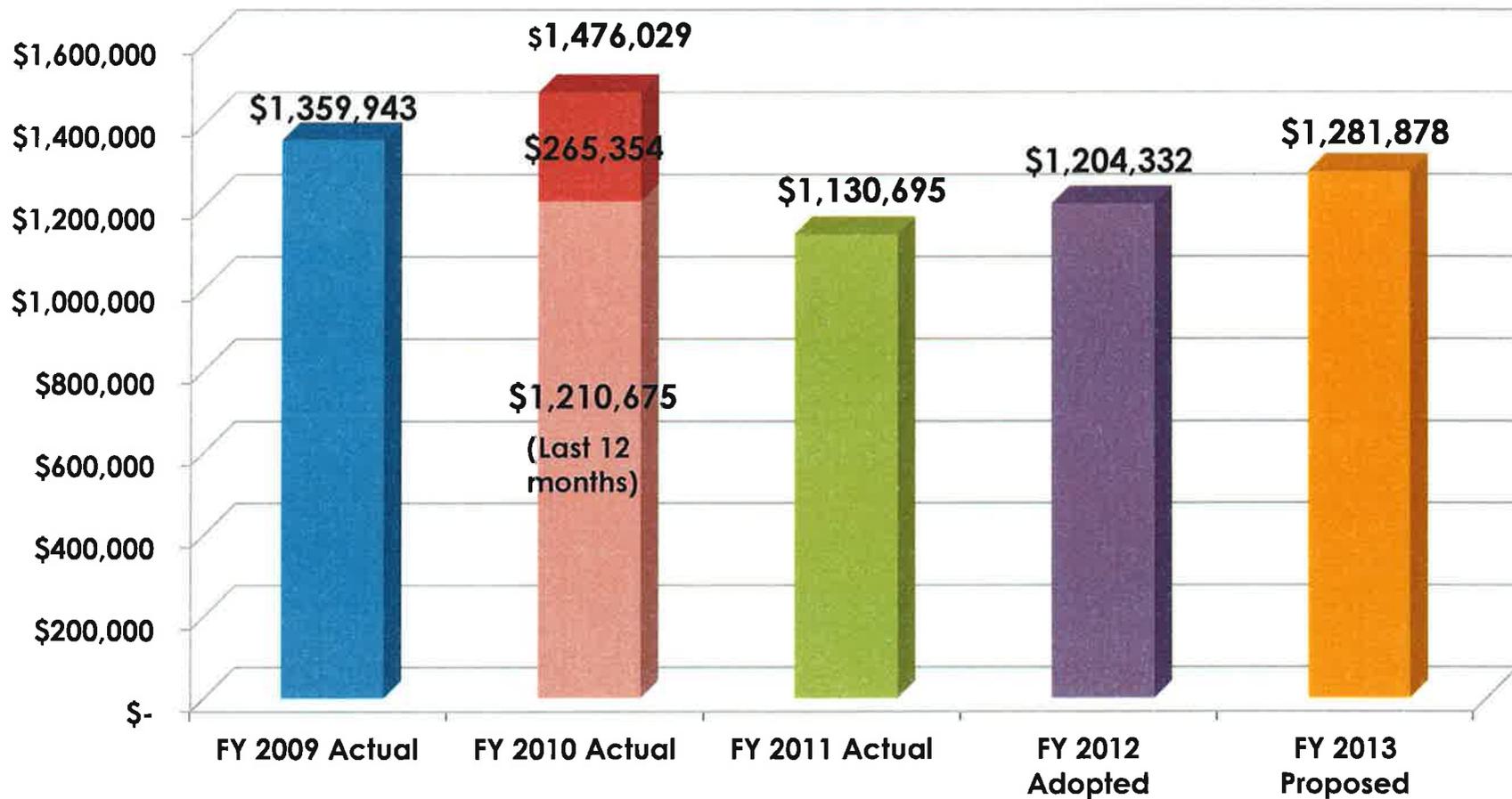
TOTAL GENERAL FUND EXPENDITURES BY FISCAL YEAR



TOTAL GENERAL FUND EXPENDITURES BY FISCAL YEAR

Fiscal Year	Total Expenditure
FY 2009 Actual	\$ 5,457,413
FY 2010 Actual	\$ 6,874,719
FY 2011 Actual	\$ 6,826,907
FY 2012 Adopted	\$ 5,771,052
FY 2013 Proposed	\$ 6,099,810

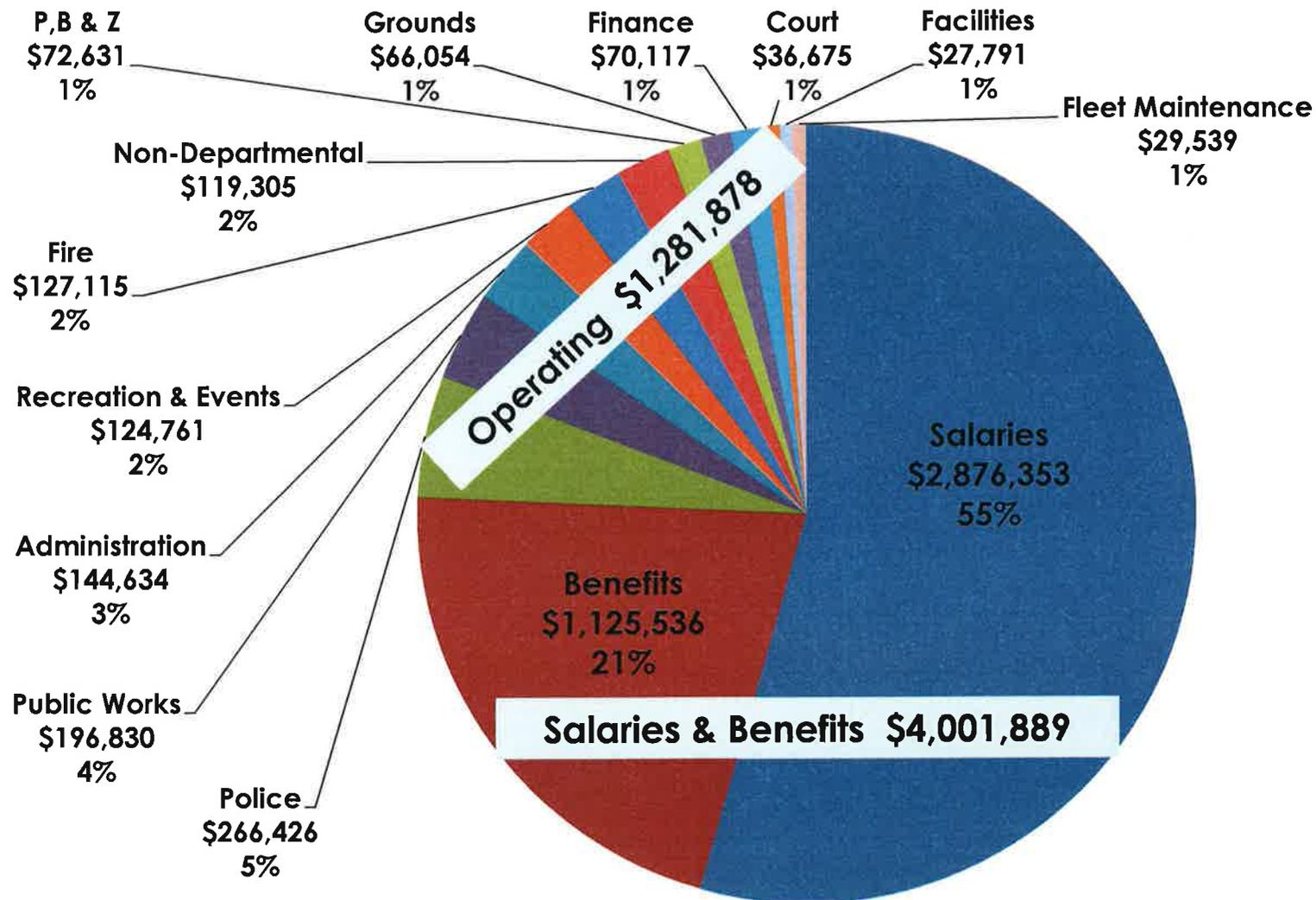
TOTAL OPERATING EXPENDITURES BY FISCAL YEAR (EXCLUDES SALARIES AND BENEFITS)



TOTAL OPERATING EXPENDITURES BY FISCAL YEAR (EXCLUDES SALARIES AND BENEFITS)

Fiscal Year	Operating Expenditures
FY 2009 Actual	\$ 1,359,943
FY 2010 Actual	\$ 1,476,029
FY 2011 Actual	\$ 1,130,695
FY 2012 Adopted	\$ 1,204,332
FY 2013 Proposed	\$ 1,281,878

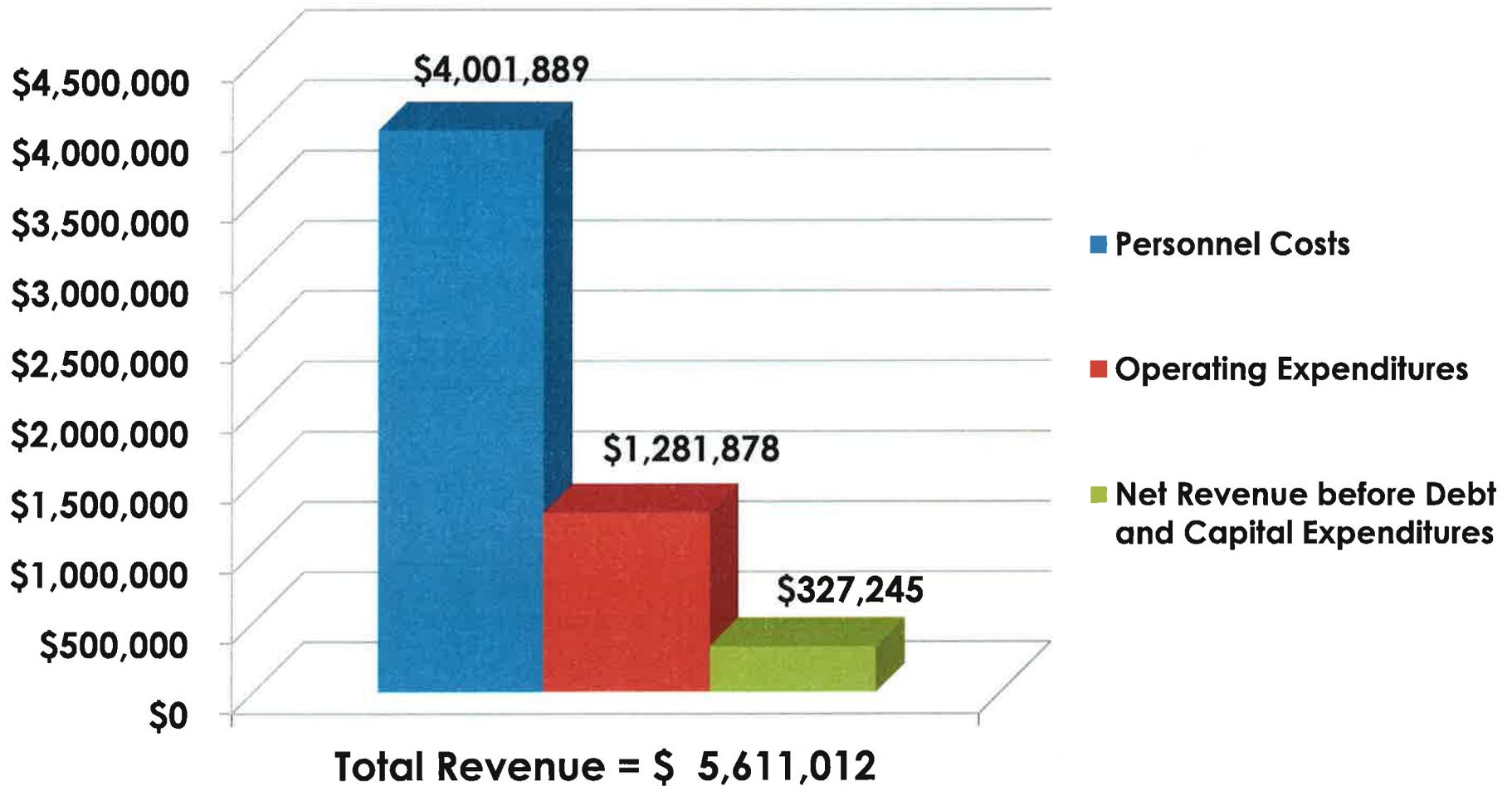
FY 2013 PROPOSED EXPENDITURES BY DEPARTMENT



FY 2013 PROPOSED EXPENDITURES BY DEPARTMENT

Expenditures	FY 2013 Proposed
Salaries	\$ 2,876,353
Benefits	\$ 1,125,536
Police	\$ 266,426
Public Works	\$ 196,830
Administration	\$ 144,634
Recreation & Events	\$ 124,761
Fire	\$ 127,115
Non-Departmental	\$ 119,305
P,B & Z	\$ 72,631
Grounds	\$ 66,054
Finance	\$ 70,117
Court	\$ 36,675
Facilities	\$ 27,791
Fleet Maintenance	\$ 29,539
Total	\$ 5,283,767

NET REVENUE (EXPENDITURES) BEFORE DEBT AND CAPITAL EXPENDITURES



NET REVENUE (EXPENDITURES) BEFORE DEBT AND CAPITAL EXPENDITURES

Revenues	Personnel Costs	Operating Expenditures	Net Revenue Expenditures before Debt and Capital Expenditures
\$ 5,611,012	\$ 4,001,889	\$ 1,281,878	\$ 327,245

CAPITAL EXPENDITURES - POLICE

New Police Interceptor



\$27,000

CAPITAL EXPENDITURES - POLICE

**Unmarked Vehicle
State Contract**



\$17,000

**Unmarked Vehicle
Pre-owned**



\$10,000

Total Expenditure for 3 Police Vehicles = \$54,000

CAPITAL EXPENDITURES - GROUNDS

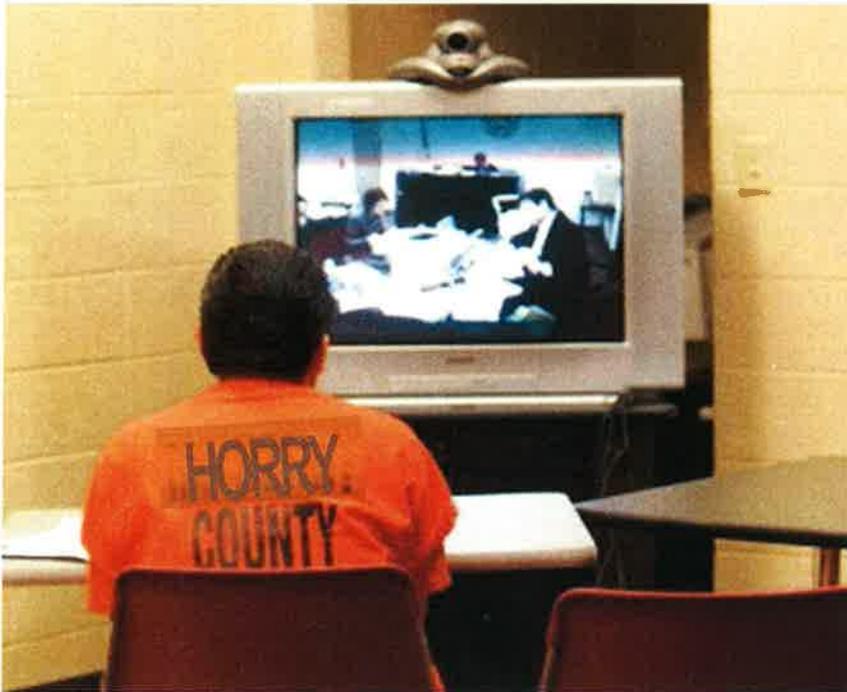
2013 Ford F-150 4x2



Total = \$20,000

CAPITAL EXPENDITURES - COURT

Prisoner at J. Reuben Long



Workstation in Surfside Beach



Total Equipment and Configuration = \$14,000

CAPITAL EXPENDITURES PUBLIC WORKS

2012 JD Tractor



\$25,000

2013 Mack 10-Wheel Dump



\$125,000

Total = \$150,000

CAPITAL EXPENDITURES NON-DEPARTMENTAL

Downstairs Carpet Town Hall



\$6,500

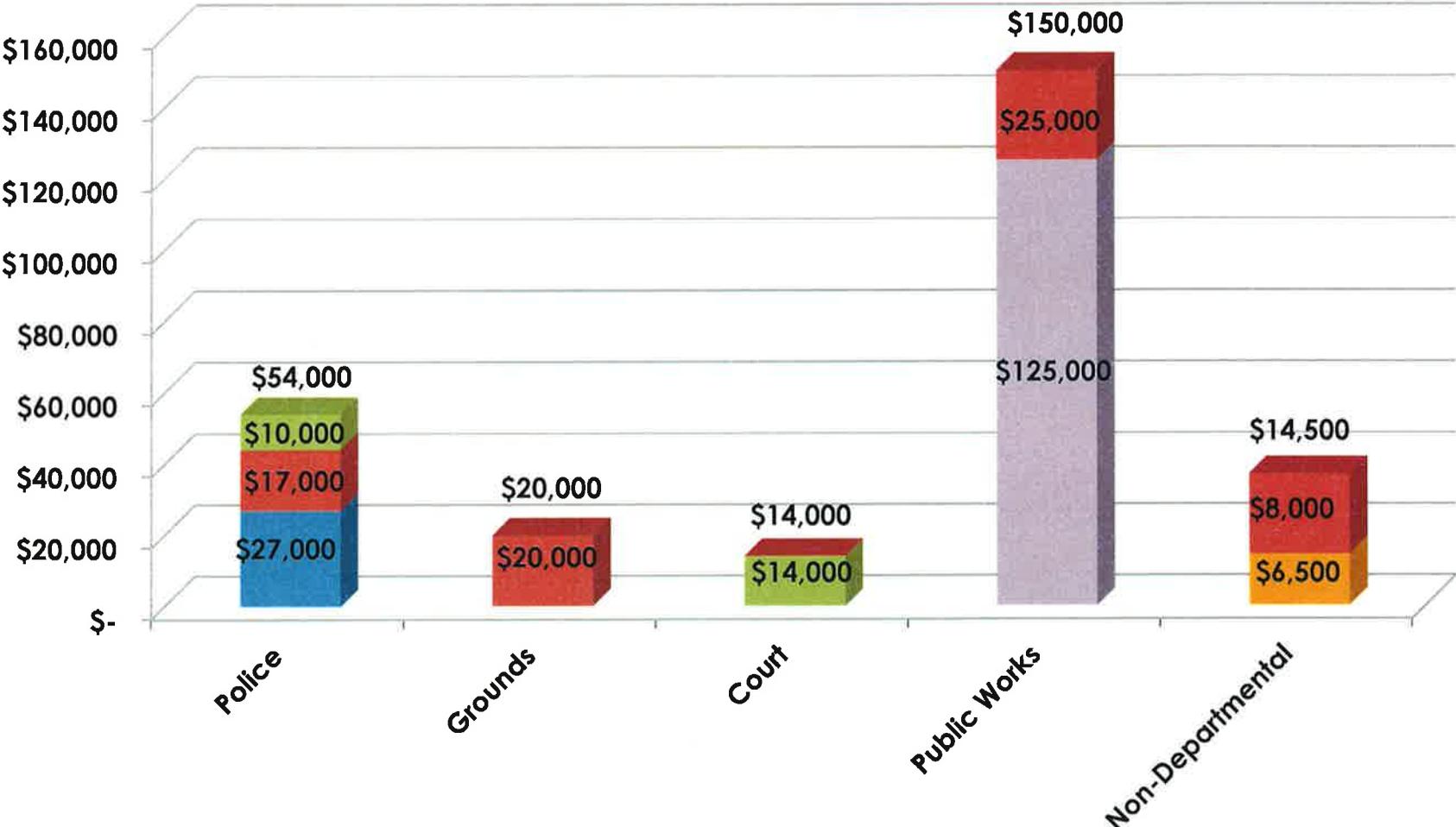
HVAC



\$8,000

Total = \$14,500

GENERAL FUND CAPITAL EXPENDITURES

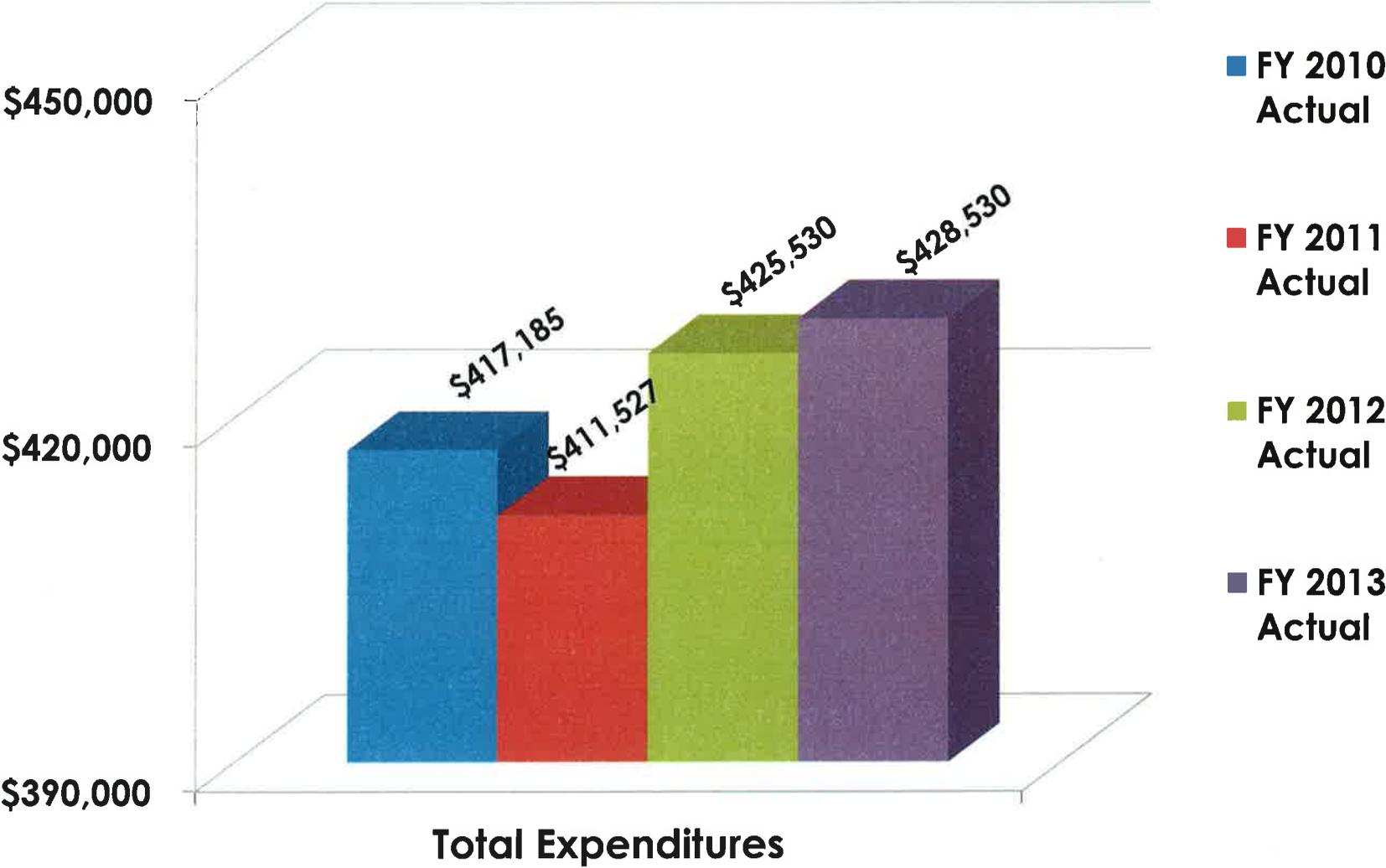


GENERAL FUND CAPITAL EXPENDITURES

Department	Cost	Description
Police	\$ 54,000	3 Vehicles
Grounds	\$ 20,000	Truck
Court	\$ 14,000	Video Equipment/Configuration for remote bonding
Public Works	\$ 125,000	2012 John Deere Tractor
	\$ 25,000	2013 Mack 10-Wheel Dump Truck
Non-Departmental	\$ 8,000	HVAC
	\$ 6,500	Downstairs Carpeting Town Hall
Total	\$ 252,500	

DEBT SERVICE

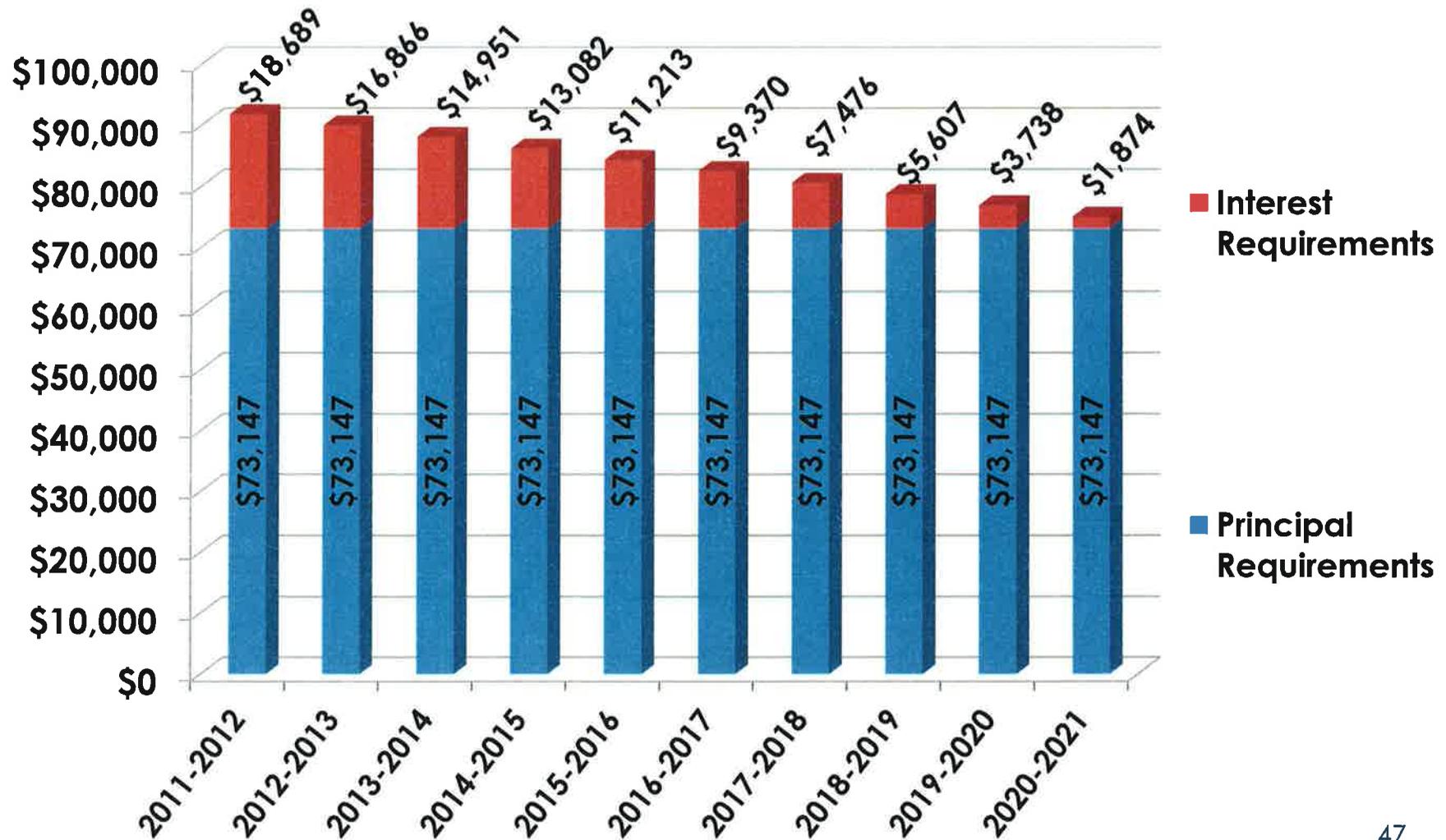
DEBT SERVICE GENERAL OBLIGATION BONDS



DEBT SERVICE GENERAL OBLIGATION BONDS

Expenditures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual
Principal General Obligation Bonds	\$370,000	\$375,000	\$400,000	\$ -
Total Principal	\$370,000	\$375,000	\$400,000	\$ 415,000
Interest General Obligation Bonds	\$ 45,875	\$ 35,700	\$ 24,450	\$ -
Total Interest	\$ 45,875	\$ 35,700	\$ 24,450	\$ 12,450
Agent Fees	\$ 1,310	\$ 827	\$ 1,080	\$ 1,080
Total Expenditures	\$417,185	\$411,527	\$425,530	\$ 428,530

DEBT SERVICE - LADDER TRUCK



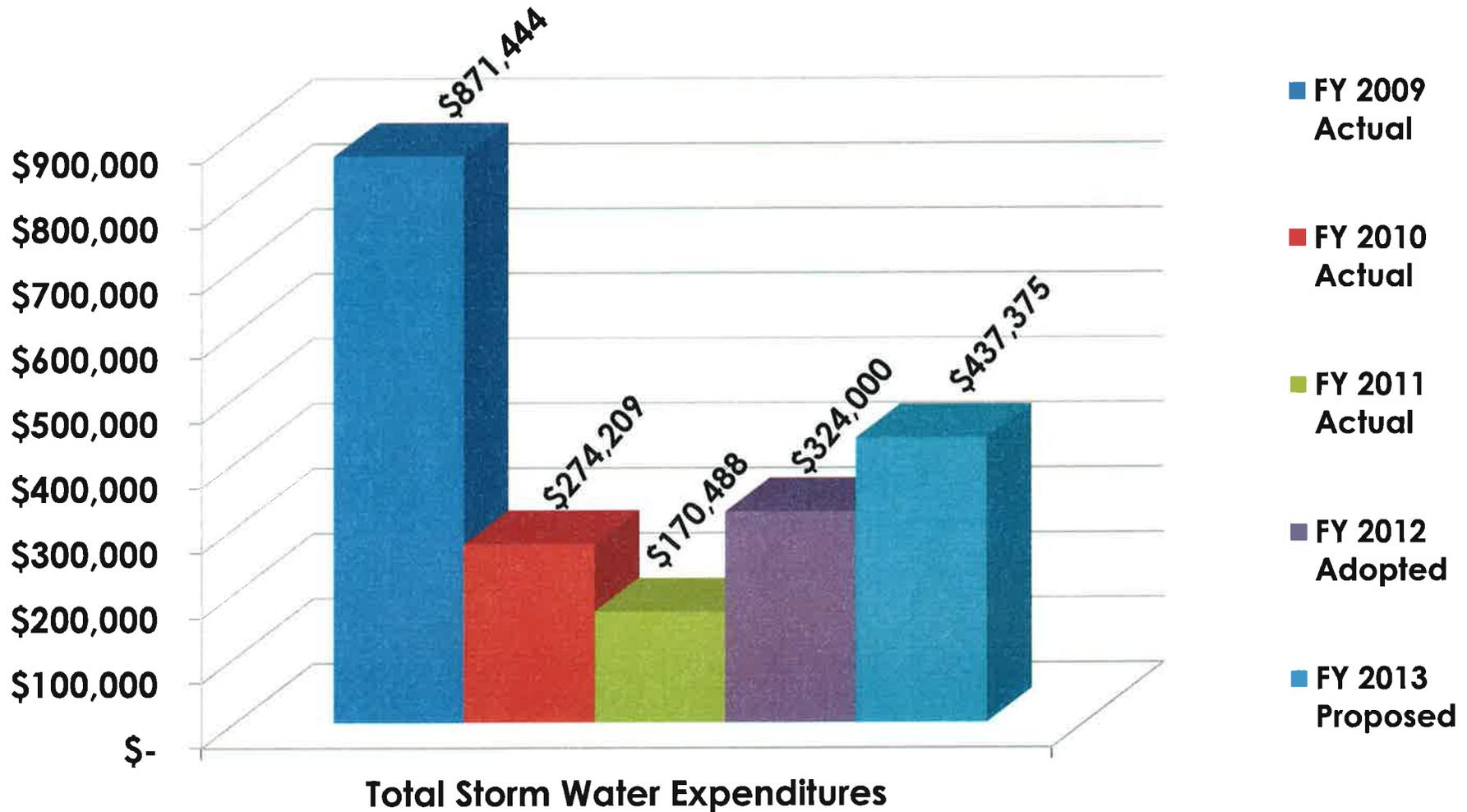
DEBT SERVICE – LADDER TRUCK

Fiscal Year	Principal Requirements	Interest Requirements
2011-2012	73,147	18,689
2012-2013	73,147	16,866
2013-2014	73,147	14,951
2014-2015	73,147	13,082
2015-2016	73,147	11,213
2016-2017	73,147	9,370
2017-2018	73,147	7,476
2018-2019	73,147	5,607
2019-2020	73,147	3,738
2020-2021	73,147	1,874
Totals	\$ 731,469	\$ 102,866

CAPITAL PROJECTS FUND

STORM WATER

CAPITAL PROJECTS FUND STORM WATER

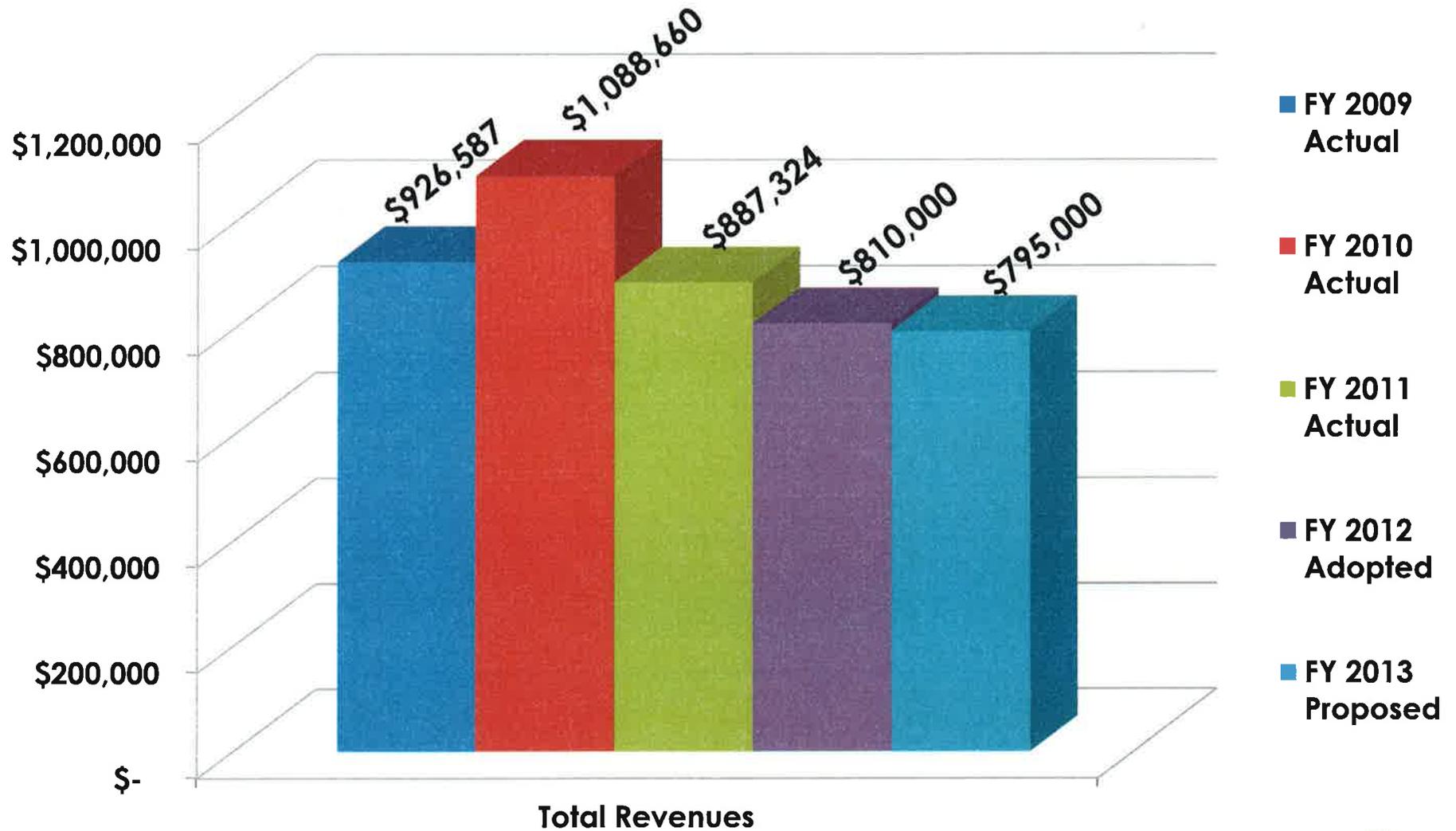


CAPITAL PROJECTS FUND STORM WATER

Capital Projects	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Total Storm Water Expenditures	\$ 871,444	\$ 274,209	\$ 170,488	\$ 324,000	\$ 437,375

HOSPITALITY FUND

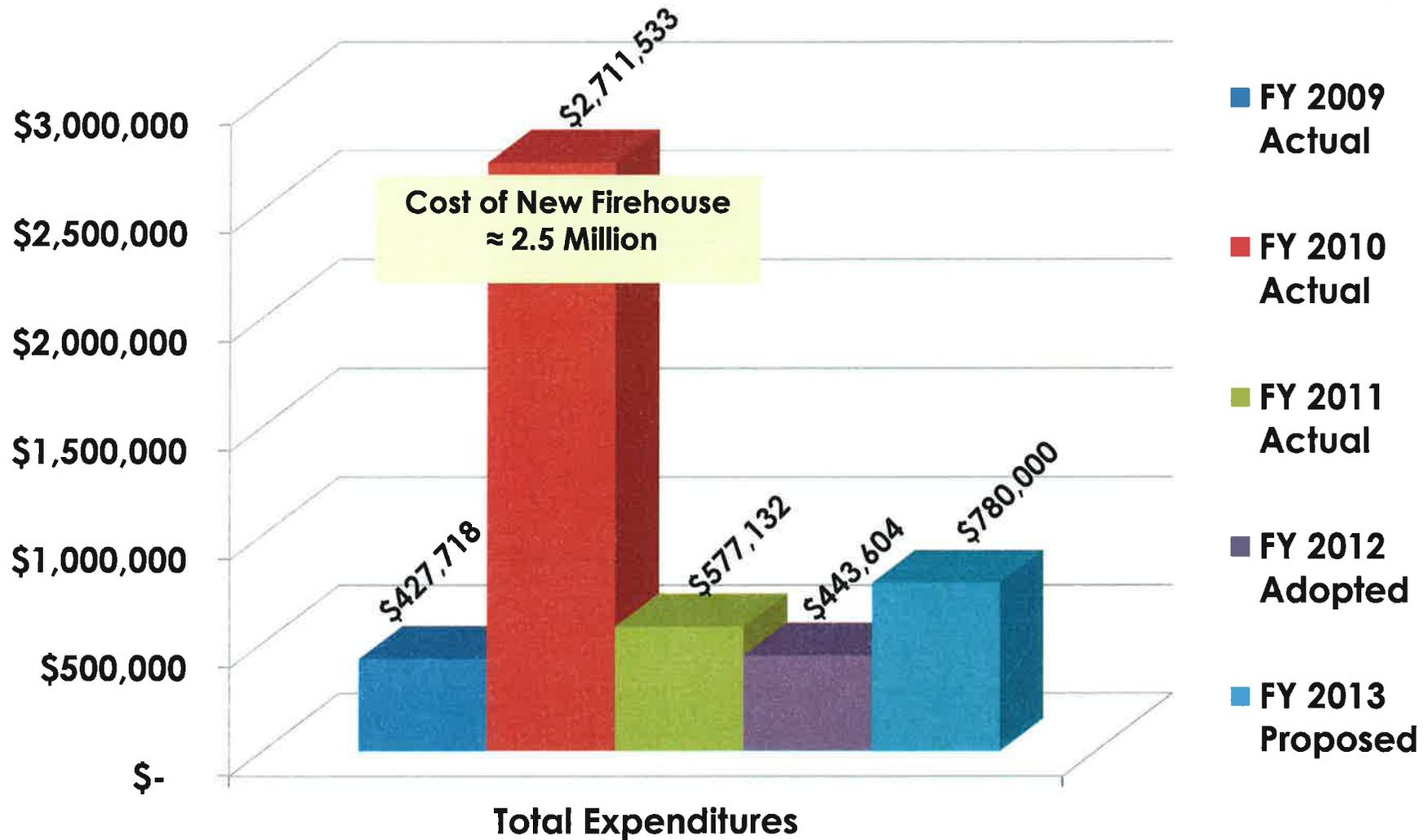
HOSPITALITY REVENUES



HOSPITALITY REVENUES

REVENUES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Hospitality Revenue	\$ 669,304	\$ 804,000	\$ 575,000	\$ 600,000	\$ 625,000
Parking Meter	\$ 124,622	\$ 158,138	\$ 125,000	\$ 125,000	\$ 125,000
Grants	\$ 15,919	\$ 37,988	\$ 45,708	\$ -	
Vets Memorial	\$ 200	\$ -	\$ -	\$ -	
Misc. Incl./ Donations	\$ 25	\$ 200	\$ 40	\$ -	
Interest Earned	\$ 25,252	\$ 5,671	\$ 1,000	\$ -	
Sale of Fixed Asset	\$ 4,258	\$ -	\$ -	\$ -	
Transfer - Parking Tickets	\$ 87,007	\$ 82,663	\$ 93,693	\$ 85,000	\$ 45,000
Total Revenues	\$ 926,587	\$ 1,088,660	\$ 887,324	\$ 810,000	\$ 795,000

HOSPITALITY EXPENDITURES

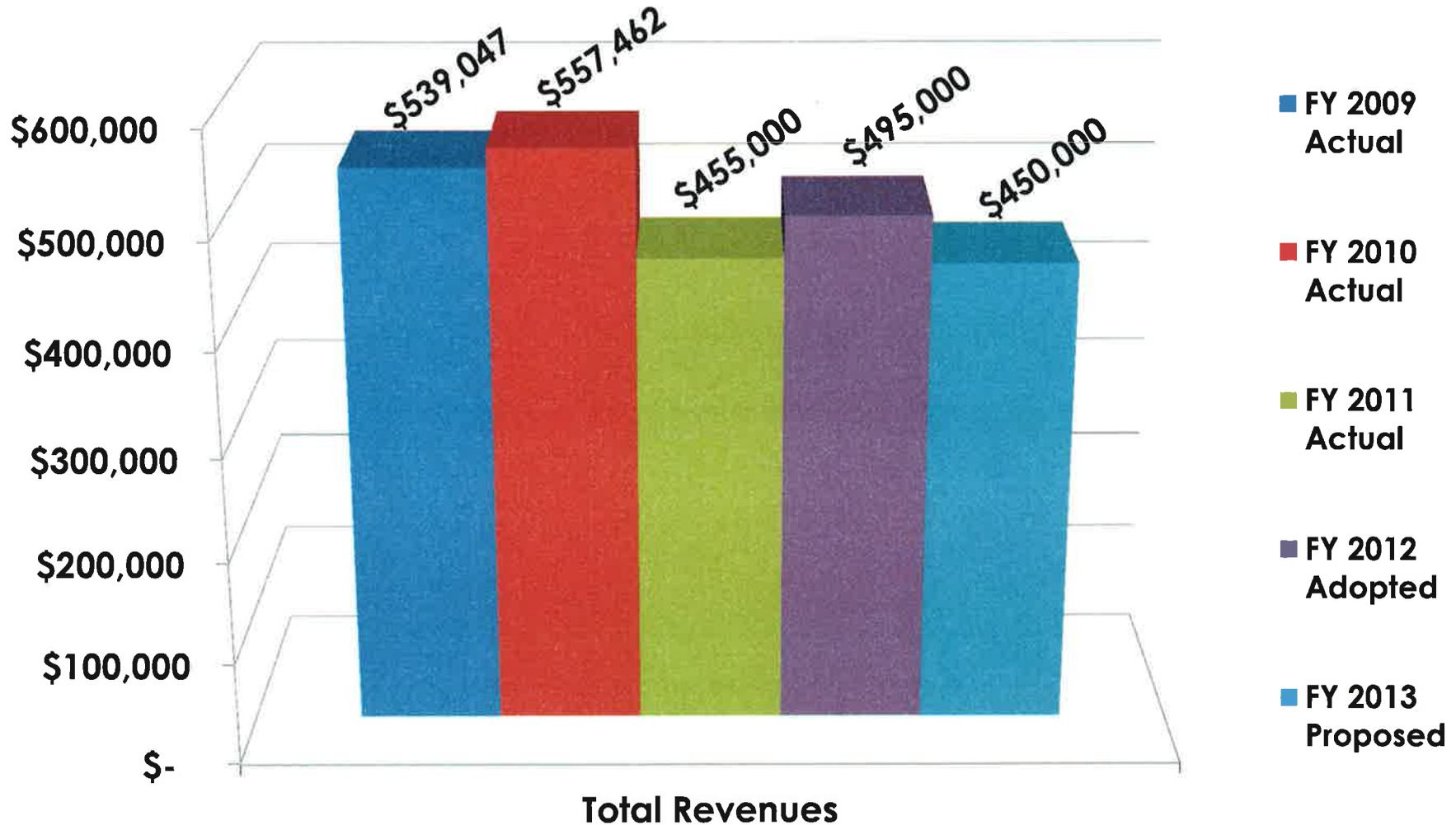


HOSPITALITY EXPENDITURES

Expenditures	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Parking Collection - Admin	\$ 25,571	\$ 59,090	\$ 5,405	\$ 3,526	\$ -
Police	\$ 96,922	\$ 112,334	\$ 112,449	\$ 196,478	\$ 65,409
Fire	\$ 193,729	\$ 2,326,032	\$ -	\$ 27,000	\$ 16,380
Public Works	\$ -	\$ -	\$ -	\$ -	\$ 135,231
Recreation	\$ 37,626	\$ 97,255	\$ 132,759	\$ 26,600	\$ 23,600
Non- Departmental/GRO UNDS	\$ 73,870	\$ 116,822	\$ 335,000	\$ 40,000	\$ 97,500
Transfers to General Fund	\$ -	\$ -	\$ 60,000	\$ 150,000	\$ 441,880
Total Expenditures	\$ 427,718	\$ 2,711,533	\$ 577,132	\$ 443,604	\$ 780,000

ACCOMODATIONS TAX FUND

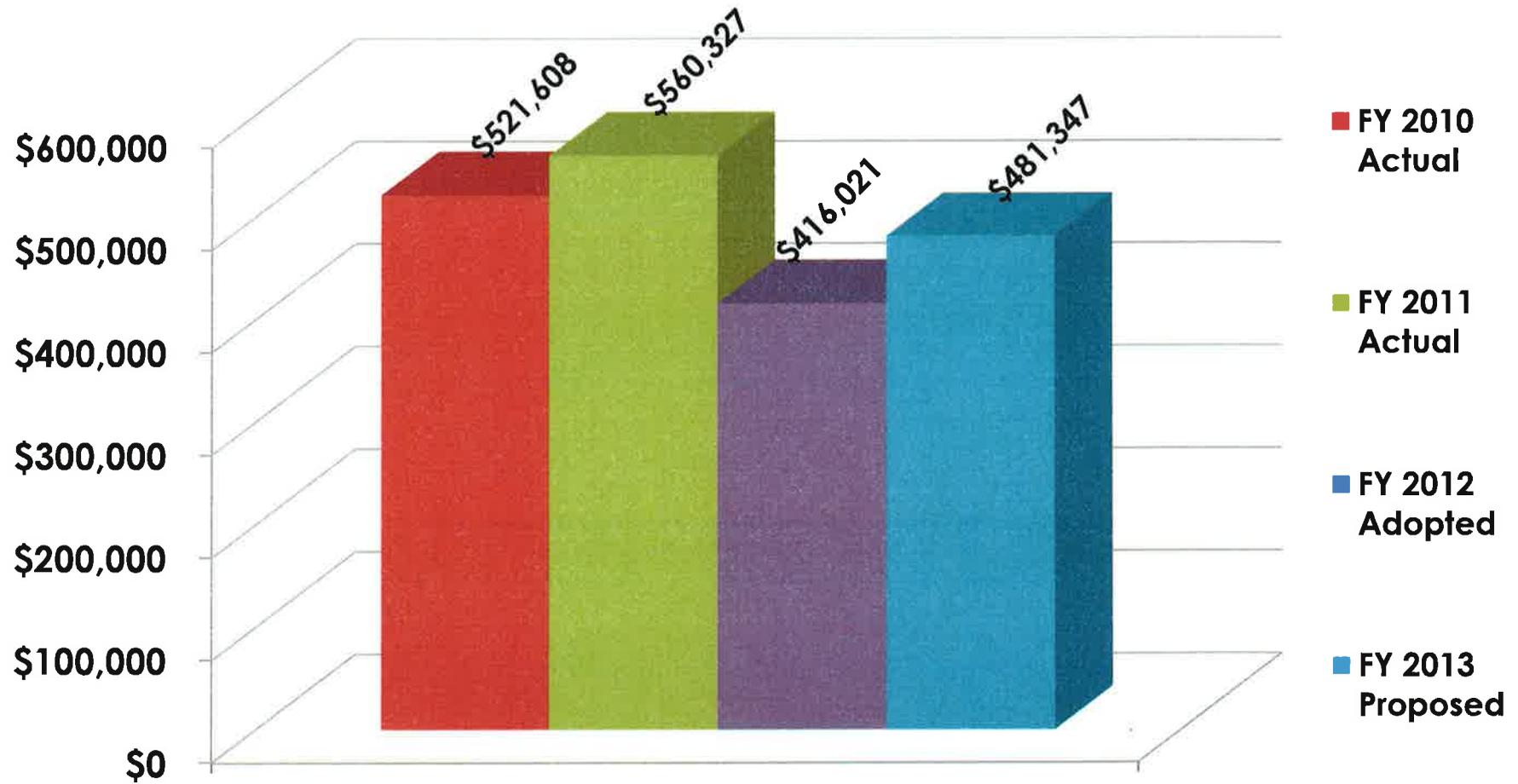
ACCOMMODATIONS TAX REVENUES



ACCOMMODATIONS TAX REVENUES

Revenue Sources	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Accommodations Revenue	\$525,835	\$ 545,348	\$ 410,000	\$ 450,000	\$ 450,000
Interest Earned	\$ 9,103	\$ 75	\$ -	\$ -	\$ -
Special Events/Sponsorships	\$ 4,109	\$ 9,958	\$ 20,000	\$ 20,000	\$ -
Other Financing Sources/Sale of F/A	\$ -	\$ 2,081	\$ 25,000	\$ 25,000	\$ -
Total Revenues	\$539,047	\$ 557,462	\$ 455,000	\$ 495,000	\$ 450,000

ACCOMMODATIONS TAX EXPENDITURES



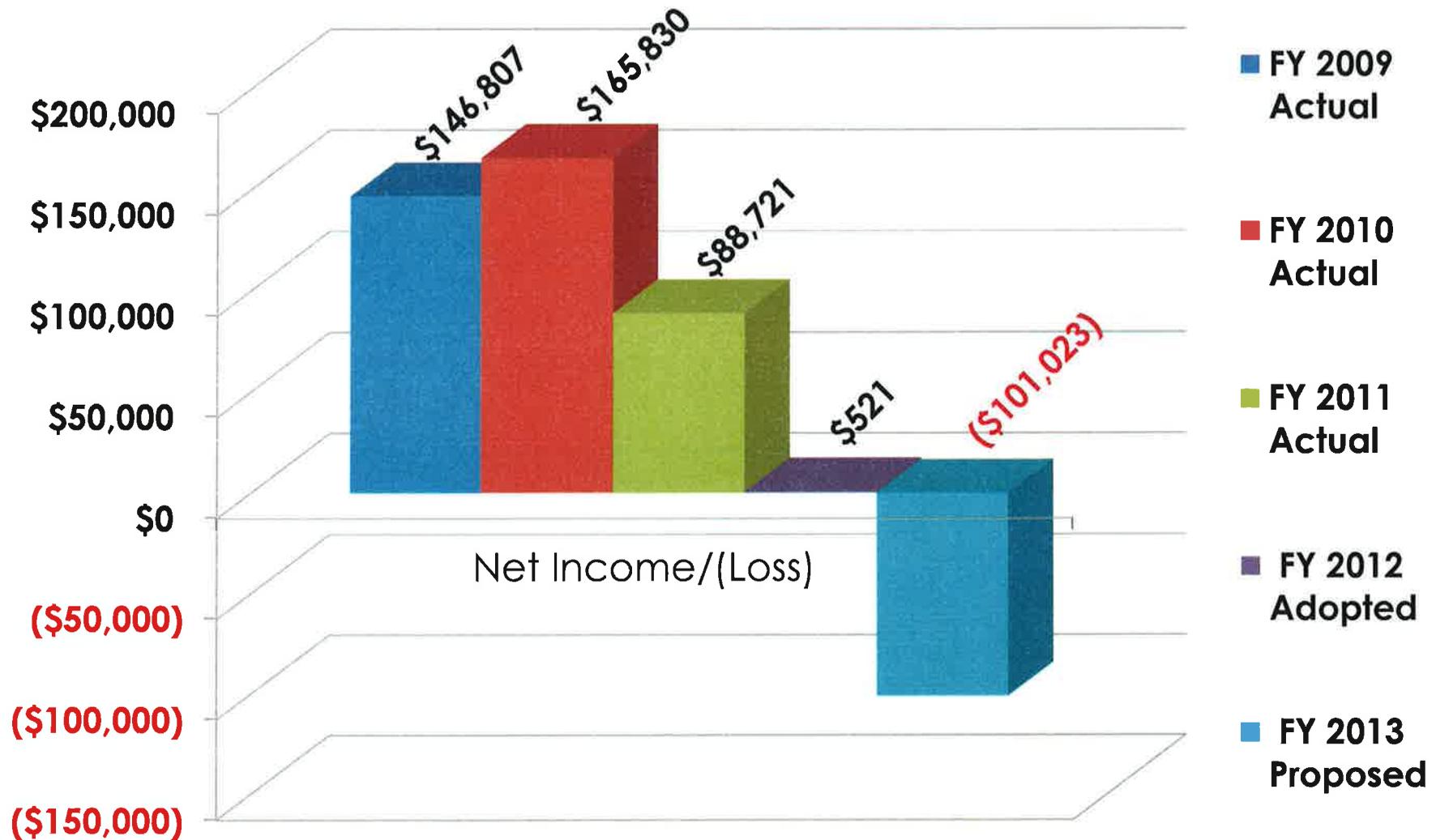
ACCOMMODATIONS TAX EXPENDITURES

EXPENDITURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Public Safety	\$ 148,424	\$ 183,859	\$ 87,792	\$ 93,234	\$ 96,221
Public Works/Sanitation	\$ 123,377	\$ 90,563	\$ 66,808	\$ 107,760	\$ 75,125
Recreation & Special Events	\$ 39,127	\$ 59,390	\$ 41,934	\$ 70,227	\$ 72,479
Grounds Department	\$ -	\$ 15,496	\$ 11,639	\$ 13,876	\$ 12,413
Total Departmental	\$ 310,928	\$ 349,308	\$ 208,173	\$ 285,097	\$ 256,238
Non Departmental	\$ 160,638	\$ 160,002	\$ 161,630	\$ 152,000	\$ 175,020
Transfer to General Fund	\$ 50,042	\$ 51,017	\$ 46,218	\$ 44,250	\$ 46,250
Total Expenditures	\$ 521,608	\$ 560,327	\$ 416,021	\$ 481,347	\$ 477,508

ENTERPRISE FUNDS

SANITATION AND PIER

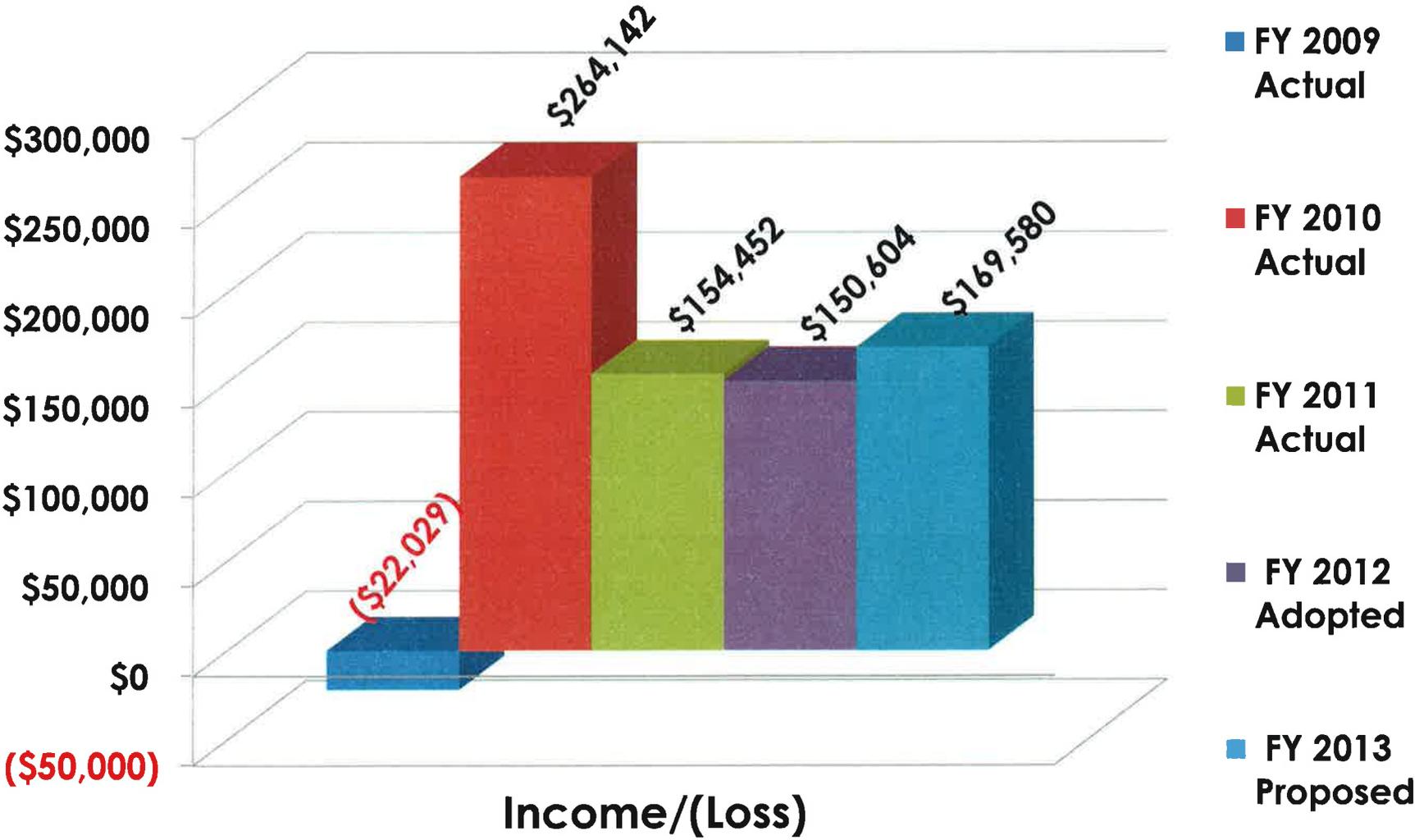
SANITATION FUND



SANITATION FUND

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Total Revenue	\$1,149,744	\$1,410,025	\$1,115,513	\$1,136,200	\$1,094,000
Total Expenses	\$1,002,937	\$1,244,195	\$1,026,792	\$1,135,679	\$1,195,023
Net Income/(Loss)	\$146,807	\$165,830	\$88,721	\$521	(\$101,023)

PIER FUND



PIER FUND

Pier Fund	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Proposed
Total Revenue	\$85,341	\$447,800	\$323,408	\$280,000	\$304,773
Total Expenses	\$107,370	\$183,658	\$168,956	\$129,396	\$135,193
Income/(Loss)	(\$22,029)	\$264,142	\$154,452	\$150,604	\$169,580



WHAT DOES A LAWSUIT REALLY COST

Municipal Insurance 102

... and how is it funded?

Why Do We Need Insurance?

- Surfside Beach pays into insurance and risk financing funds to limit the financial exposure of its assets.
- The fund we use for property and liability claims is the South Carolina Municipal Insurance and Risk Financing Fund.
- The workers' compensation fund – the South Carolina Municipal Insurance Trust – is not typically subject to lawsuits since workers' compensation is a no-fault coverage rather than a liability coverage.

Why SCMIRF and How Do They Function?

- SCMIRF is a self-funded insurance program sponsored by the Municipal Association of South Carolina for local governments of South Carolina.
- SCMIRF is owned by its members; not private stockholders.
- The coverages provided are designed specifically to address the needs of local governments, given their unique responsibility of providing various services to the public.
- A Board of Trustees governs the program. The board is comprised of 9 local government officials elected from and by the membership who understand the day-to-day needs of local government.

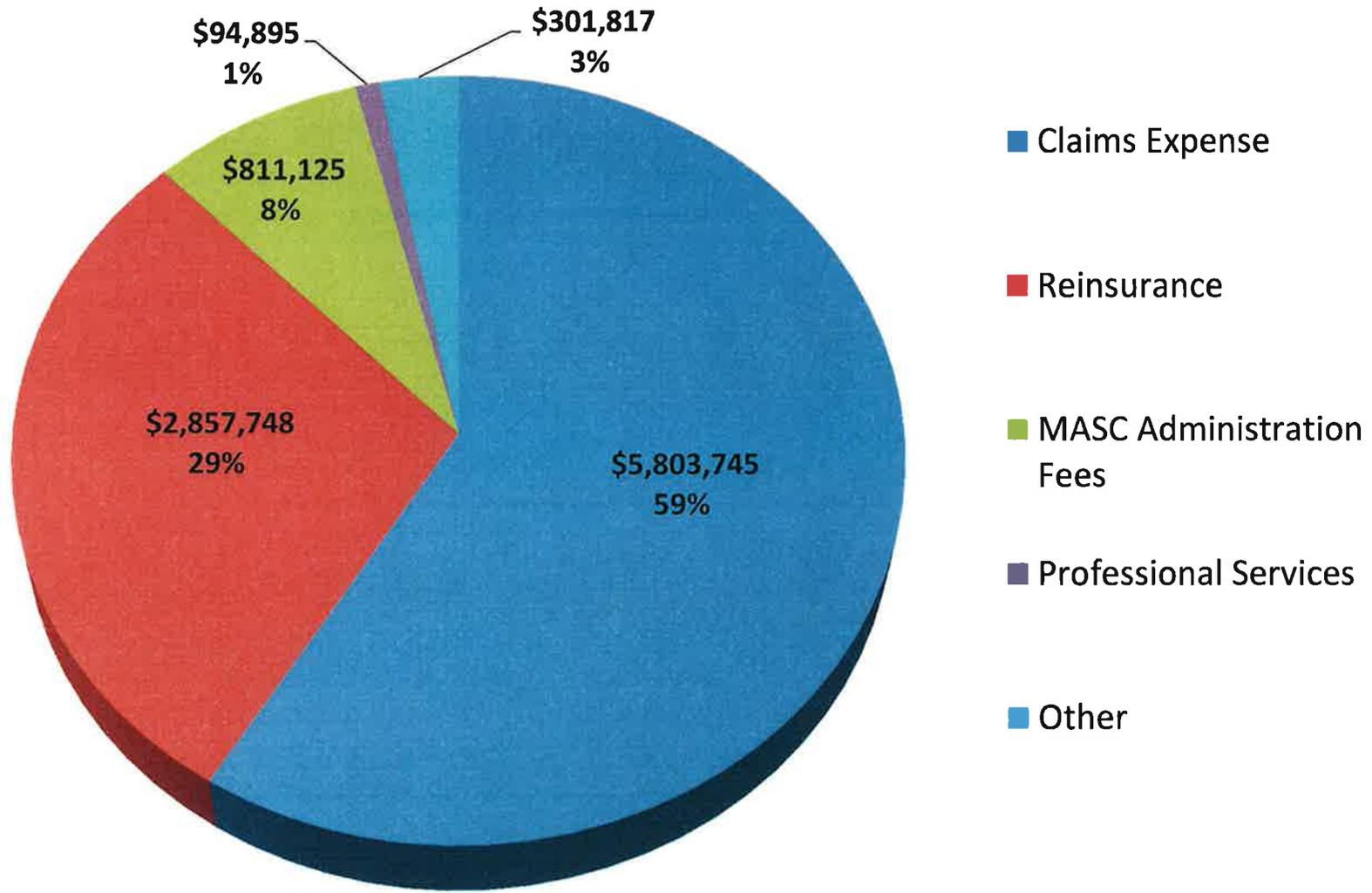
What Do They Provide?

- SCMIRF provides all lines of property and casualty coverage including tort liability and automobile coverage for its member municipalities.
- The program emphasizes loss control to minimize the members' cost of risk, resulting in lower contributions for all members.
- The program began operating on October 1, 1990, with 14 municipalities.
- Today the program covers 92 municipalities and more than \$2.5 billion in municipal property.

How Do They Minimize Their Exposure?

- SCMIRF has assets to potentially cover claims.
- They use reinsurers to limit their exposure.
 - Reinsurance provides additional security to members, because they are covered not only by SCMIRF's assets but also by the assets of their reinsurers.
- Those reinsurers also have their own reinsurers.
 - Each insurance entity is backed up by another and also by its own investment assets.
- Each member bears their appropriate share of the reinsurance cost. Reinsurance premiums are included in the administrative costs of the program and are not part of the claims expense.

SCMIRF Operating Expenses



What Does SCMIRF Cover for Surfside?

- Auto Liability*
- Auto Physical Damage
- Property
- Inland Marine
- Crime and Fidelity
- Equipment Breakdown
- General Liability*
 - Bodily Injury Liability
 - Property Damage Liability
 - Law Enforcement Liability
 - Public Officials' Liability

* Lawsuits are covered under the liability lines of business, provided the coverage contract does not specifically exclude the loss. Recent claims that will impact Surfside have fallen mainly under the Public Officials' Liability Coverage.

How Are Premiums Developed

- An actuary for MASC provides preliminary funding recommendations to the staff and the SCMIRF Board of Trustees.
- MASC applies those rates to the exposure data they have collected.
- This determines if the annual contributions will be sufficient to cover the projected claims and administrative expenses plus extra benefits and special discounts.
- Finally, they arrive at an experience modification number which takes this into account and, in turn, determines the premium.

The Experience Multiplier

- The multiplier is an adjustment to the annual premium based on previous loss experience.
- Usually three years of loss experience are used to determine the experience modifier.
 - Experience modifiers are always recalculated for a member annually.
 - Each year, a newer year's data is added to the three year window of experience used in the calculation. The oldest year from the prior calculation is dropped off. The other two years worth of data in the rating window are also updated on an annual basis.
 - Modifiers are calculated on an individual basis for the auto and the general liability lines of business as well as for workers' compensation.
 - The property line of business is not experience rated.

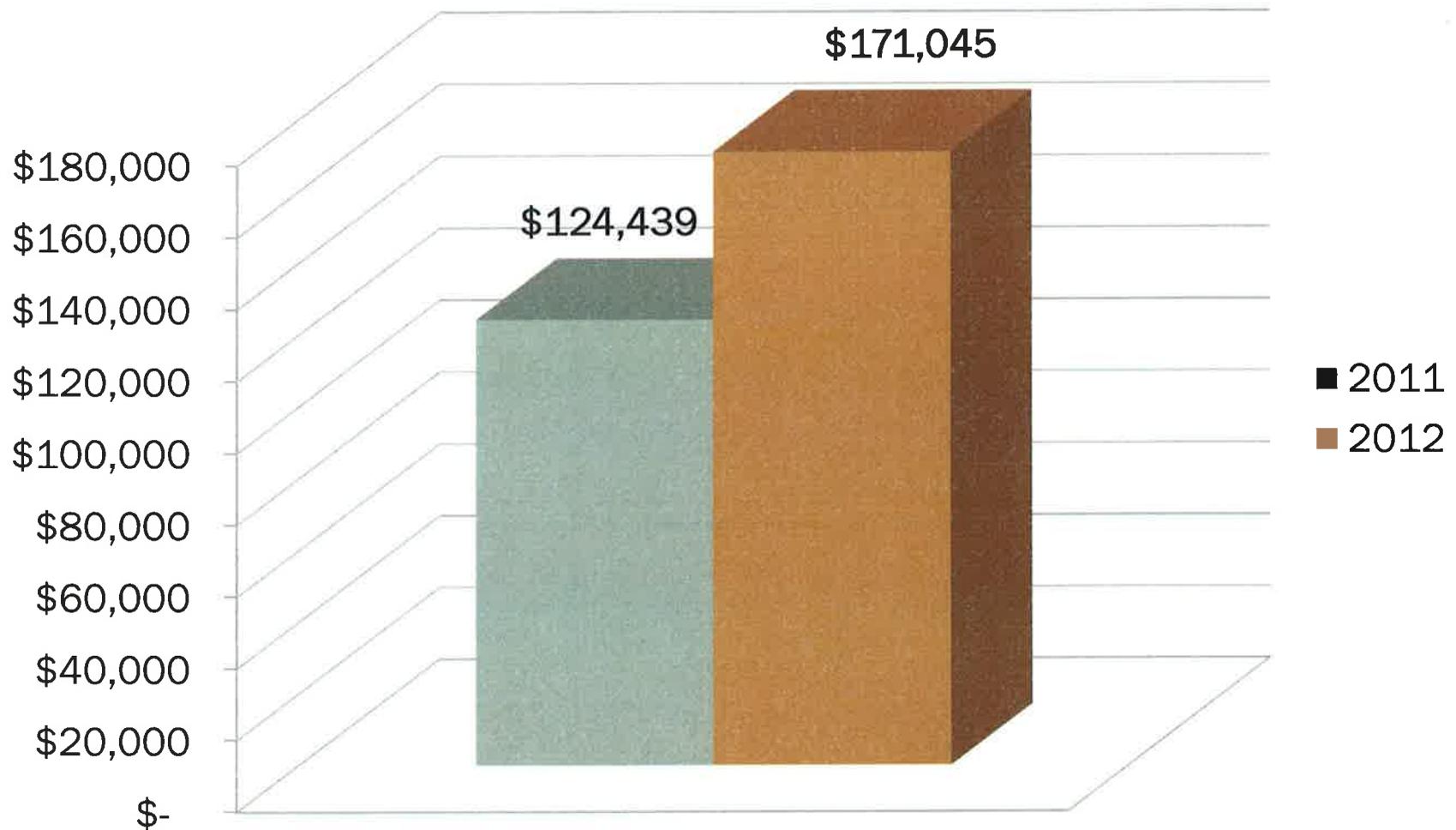
Surfside Beach Lawsuits and Claims

- Surfside Beach submitted 42 claims that accounted for 32 files with dates of loss that occurred during 2009, 2010, and 2011.
- Of these, payments were made on 11 of the files. These 11 files accounted for 16 claims.
- It is important to remember that what is actually looked at for purposes of premium calculation are **incurred(s)**. **Incurred(s)** are the total of payments and reserves on a given date. This results in constantly changing incurred totals as reserves are taken up and down over time.
- More serious claims have a bigger impact on premium because they have larger **incurred(s)**.

Surfside Beach Lawsuits and Claims

- The total amount of payments for the 11 files referenced in the previous slide equals \$282,446.
- Below are the files that will have the greatest impact on the 2013 premium.
 - 6203 – Schedin v. Surfside – motor vehicle accident - \$49,097
 - SF-10-0390 – Duffy v. Surfside - employment - \$38,447
 - SF-10-0582 – Christenson v. Surfside – employment - **\$151,080**
 - SF-11-0029 – Taylor v. Surfside – employment - \$23,601
- These files account for \$226,226 of the \$282,446 or 93% of the payments on these 11 files. Three of the four files are employment claims which have historically been the most expensive to defend.
- For purposes of premium calculation, losses are capped at **\$75,000**.

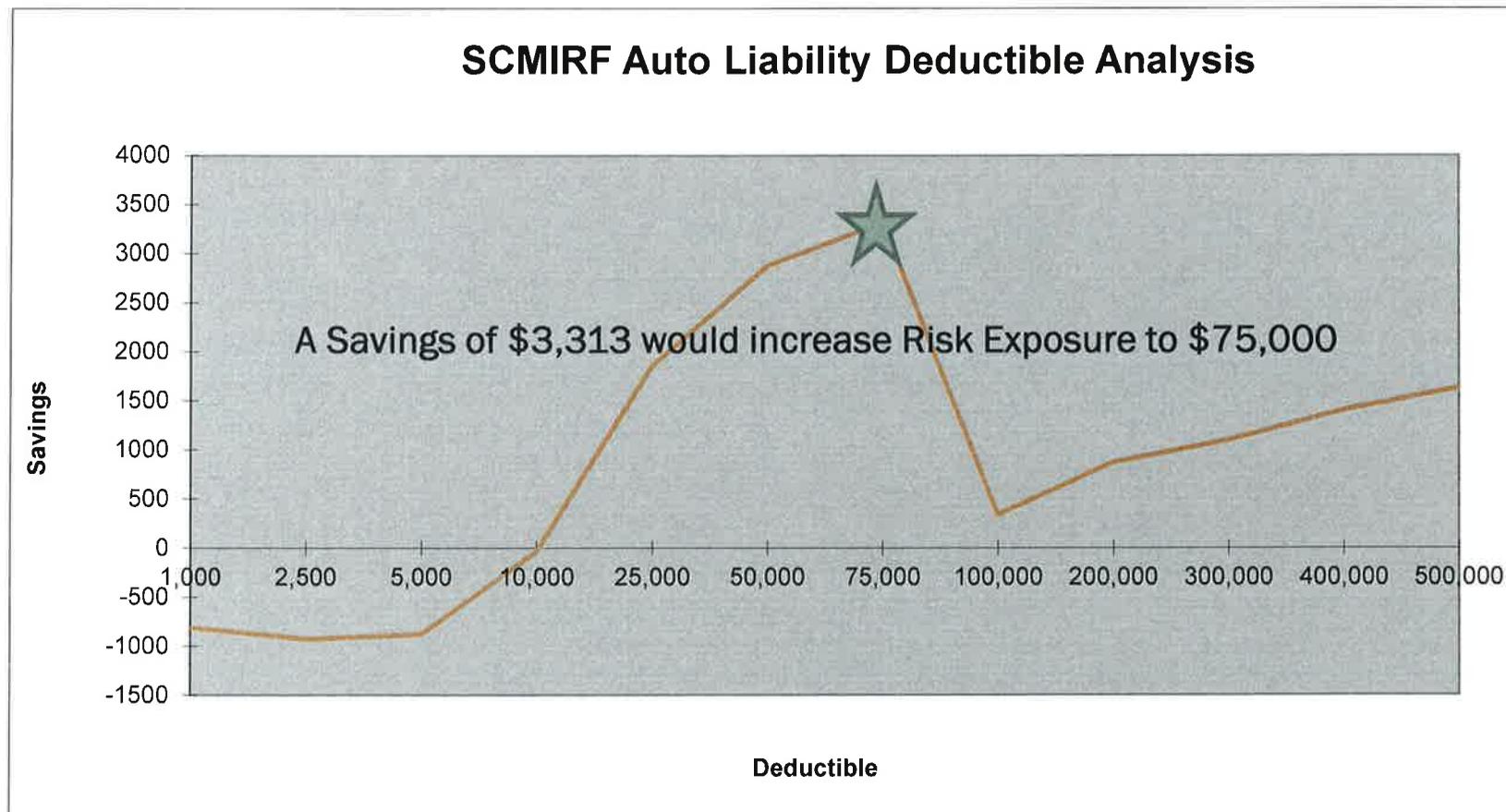
Change in Premium



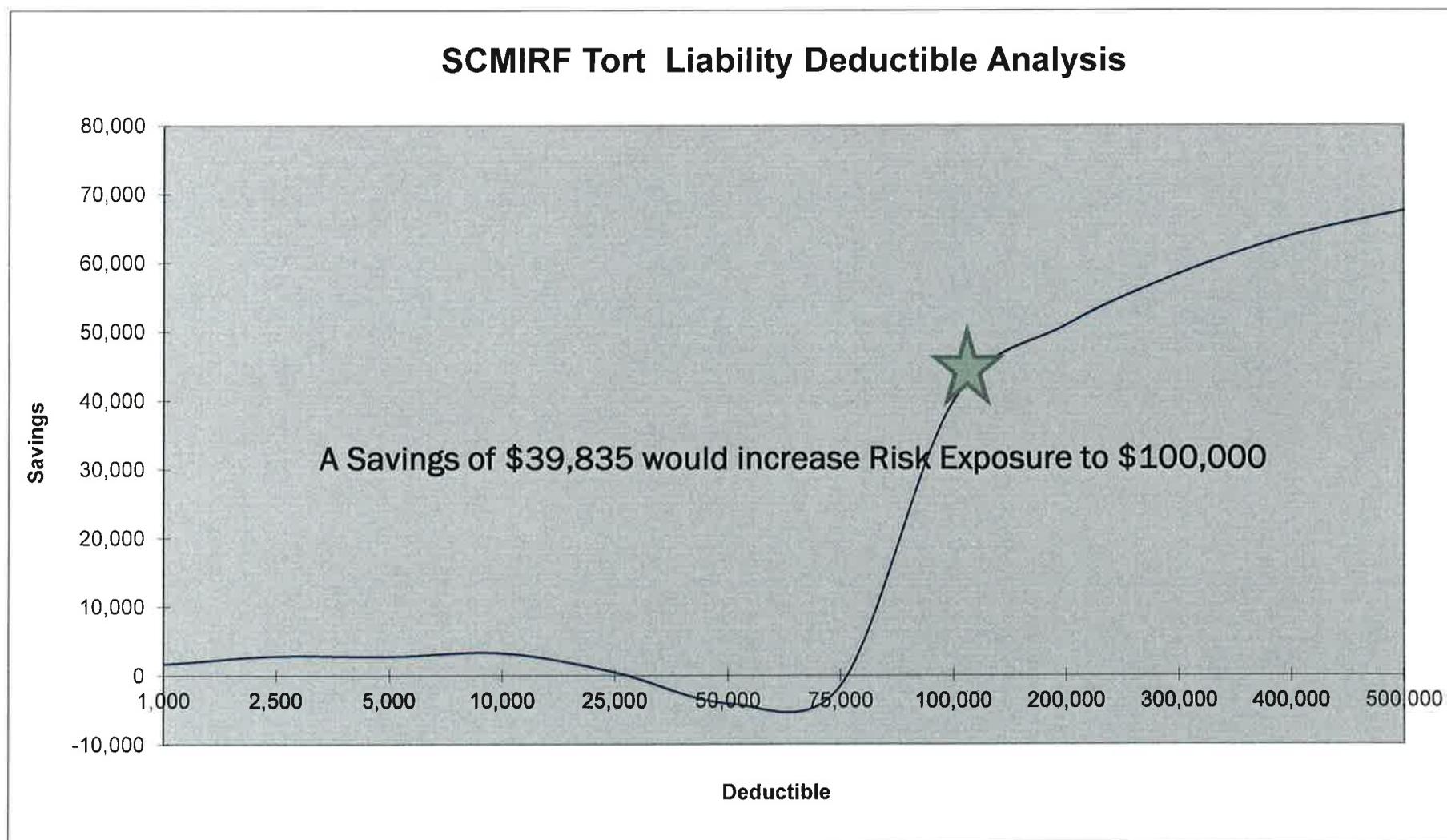
What Does a Lawsuit Really Cost?

- For covered losses, SCMIRF will pay to defend the Town of Surfside Beach. SCMIRF will also pay damages to the extent allowed by the policy and state law.
- The real cost of lawsuits and claims to the town is the resulting loss experience which can have a negative impact on premiums. The greater the loss severity the town experiences, the higher the likelihood that premiums will increase in years to come.

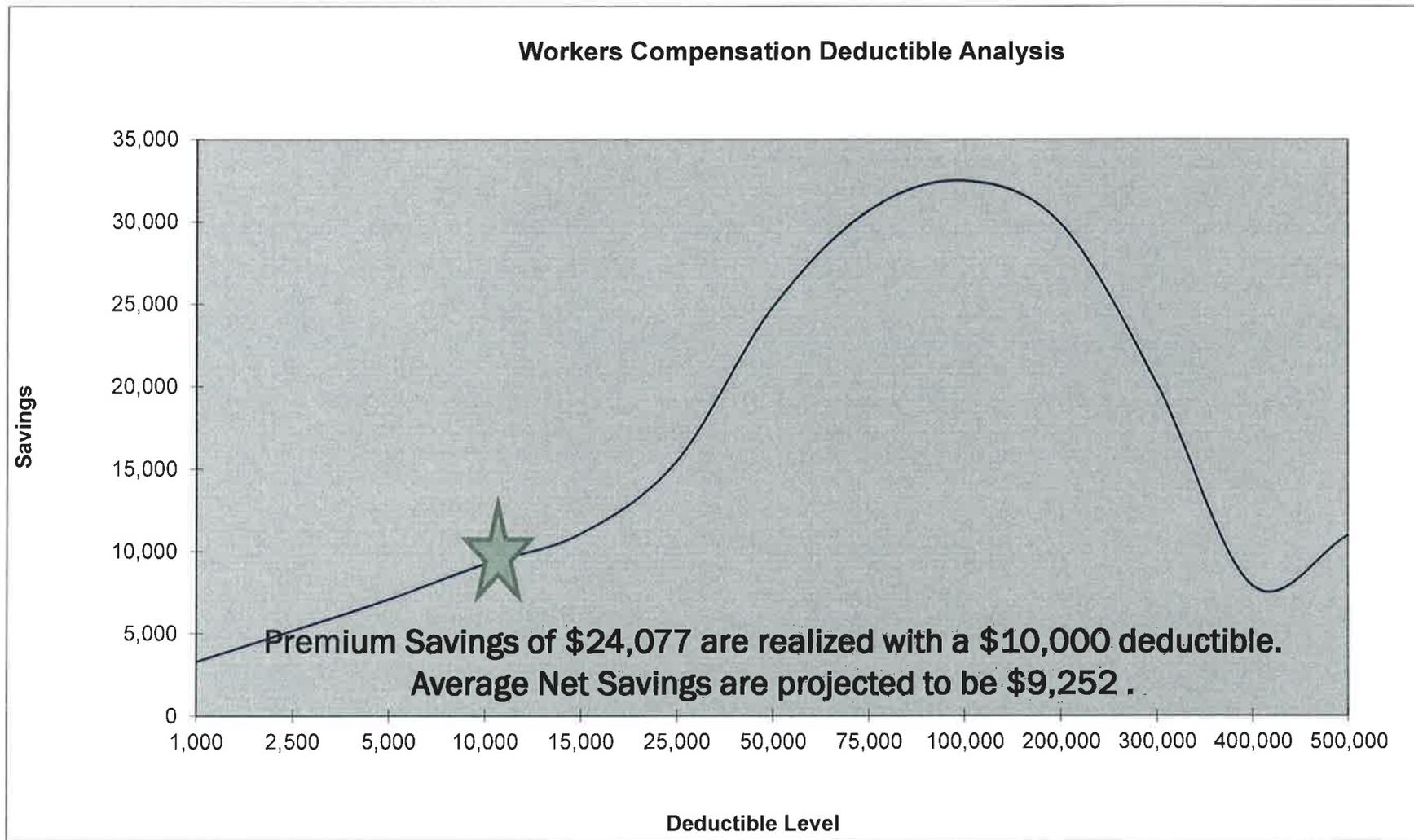
Managing SCMIRF Auto Deductibles



Managing SCMIRF Tort Deductibles



Managing SCMIT Deductibles





Parking Management

The Pros and Cons of Outsourcing

What Are the Major Benefits?

- Maximize Revenue
- Improve Customer Service
- Increase Operating Efficiency

Maximize Revenue

- Tight fiscal control
- Consistent and appropriate enforcement
- Quick meter and paystation repair
- Aggressive citation collections
 - Diligent noticing
 - Out-of-State noticing
 - Scofflaw pursuit
 - Booting
 - Defined appeals process
 - Improved payment systems
- Maximizing space usage

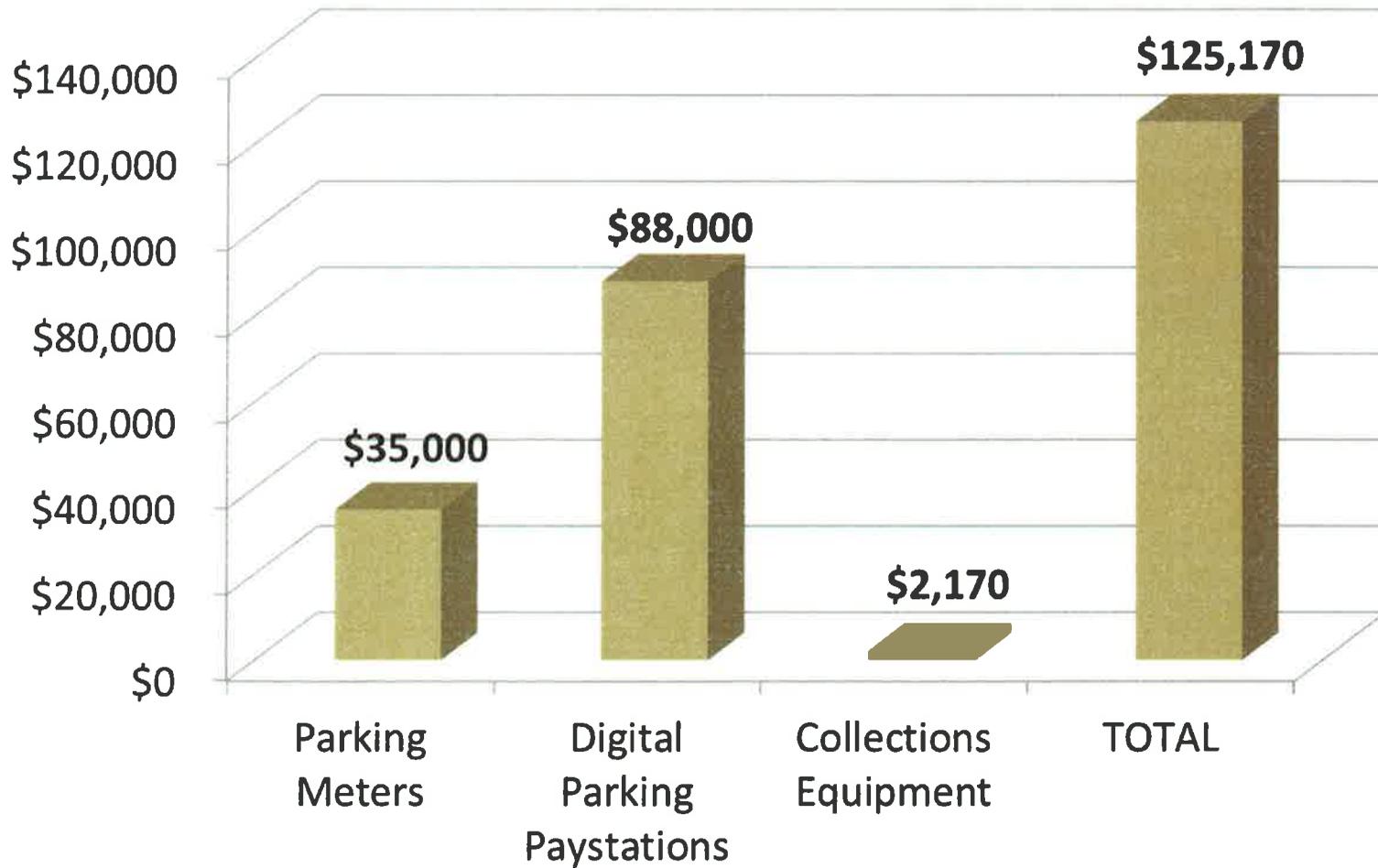
Customer Service/Enforcement

- High level of training
- Dedicated beats and travel paths
- Experienced at neighborhood enforcement
- Photo Enforcement
- Online Web Payments and Information
- Motorist Assistance

Increased Operating Efficiency

- Enhanced meter and paystation technology
 - Quick meter repair
 - Spare parts 15 minutes away
 - Winter cleanup, refurbishment and storage every year by experts
- Park-by-Phone
- Handheld and citation management software

Capital Improvements



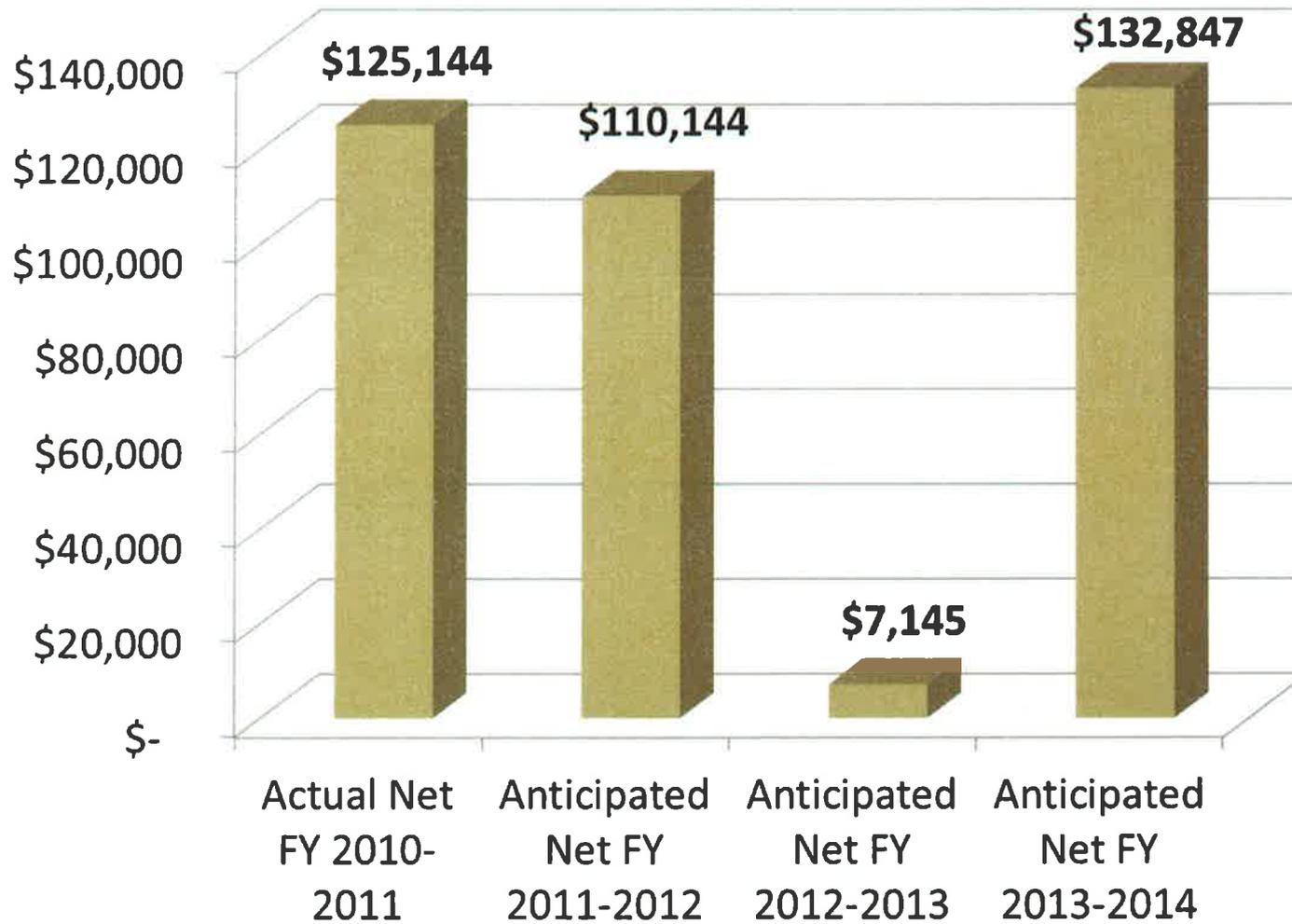
Equipment Costs

- Equipment cost spread over 7 years = \$17,881 per year
- Replacement costs for current equipment would be the same for equivalent technology

Current Situation

- Equipment
 - We have 9 paystations
 - We have 109 coin-operated meters
- Actual Net Operating Income for FY 2010-2011
 - Revenue \$ 215,000
 - Net Income \$ 69,000
 - \$111,000 expended for North Poplar Park
 - \$35,000 in other expenses

Projected Net



What are the cons?

- There could be a perceived loss of control if parking is allowed to become an autonomous revenue stream. This means we would have no procedural involvement other than the cost of capital improvements, approximately every 7 years.
 - Meters
 - Paystations
 - Collection canisters
 - Handheld coin sorters and counters

Town of Surfside Beach

North Side Drainage Improvements
Phased Infiltration



Background....

- ▶ Extensive development on north end over the last ten years has increased runoff.
- ▶ Current drainage system inadequate to handle significant events.
- ▶ Town wisely made vast improvements on south end from 2001–2005, but stopped short of the Myrtle basin.
- ▶ Town hired DDC Engineers to survey Myrtle and Magnolia Basins, where flooding still exists. Every ditch, pipe and basin was measured and modeled against 25 and 100 year events, which is the standard for municipalities and subdivisions.



2nd North and Cherry



655 3rd North



3rd North



Magnolia Spillway 9-20-10



515 16th North



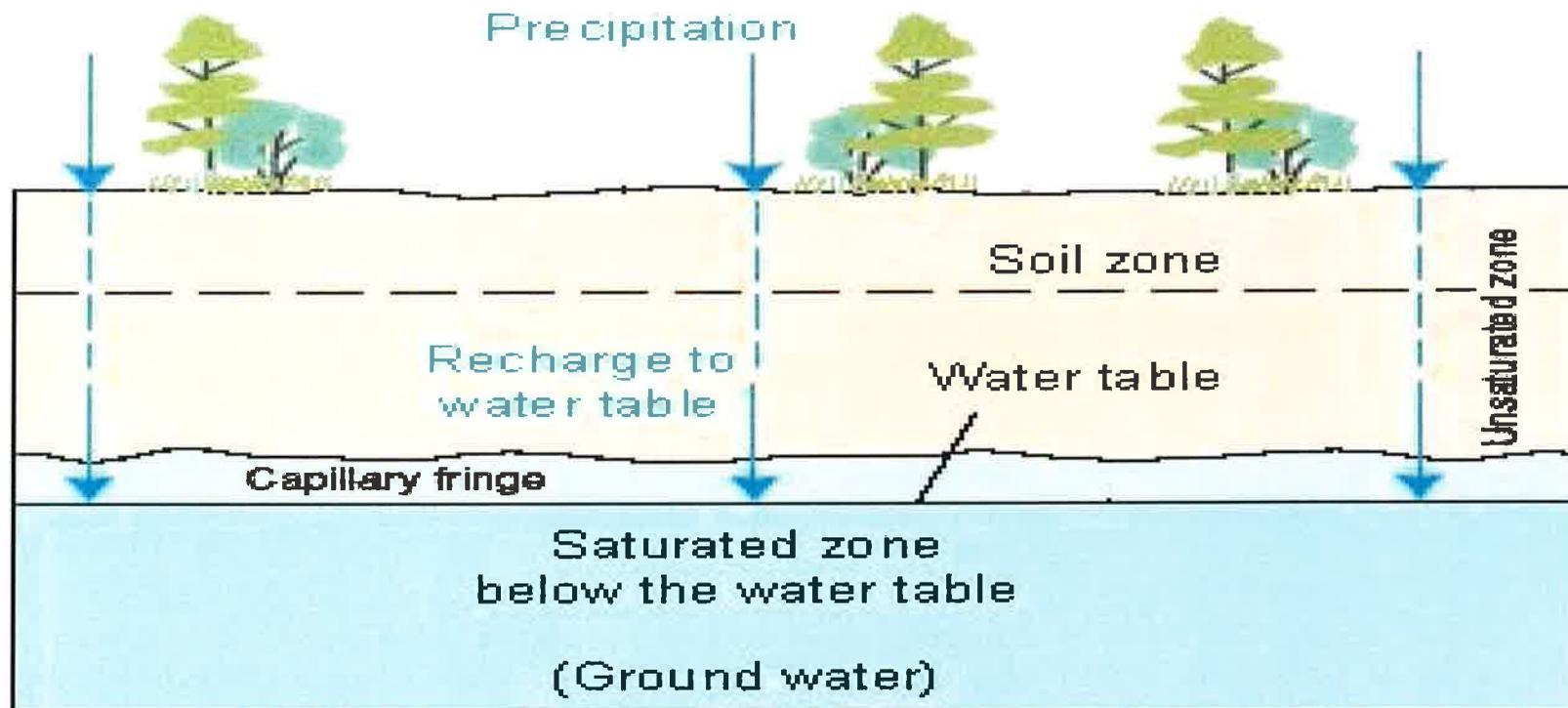
515 16th North



Low Impact Development

- ▶ **LID** - Like other alternative development strategies, LID seeks to control stormwater at its source. Rather than moving stormwater offsite through a conveyance system, the goal of LID is to restore the natural, pre-developed ability of an urban site to absorb stormwater.
Infiltration is a BMP of LID!





- ▶ Movement of water into the soil is controlled by gravity, capillary action, and soil porosity. Of these factors soil porosity is most important.

The HSG refers to the soil characteristics that tend to decrease or increase the amount of runoff produced from a precipitation event.



Hydrologic soil group (HSG)

▶ a. **Group A.**

- ▶ 1) Sand, loamy sand, or sandy loam soil types.
- ▶ 2) Low runoff potential and high infiltration rates, even when thoroughly wetted.
- ▶ 3) Includes deep and well- to excessively-drained sands and gravels.
- ▶ 4) High rate of water transmission (hydraulic conductivity).

▶ b. **Group B.**

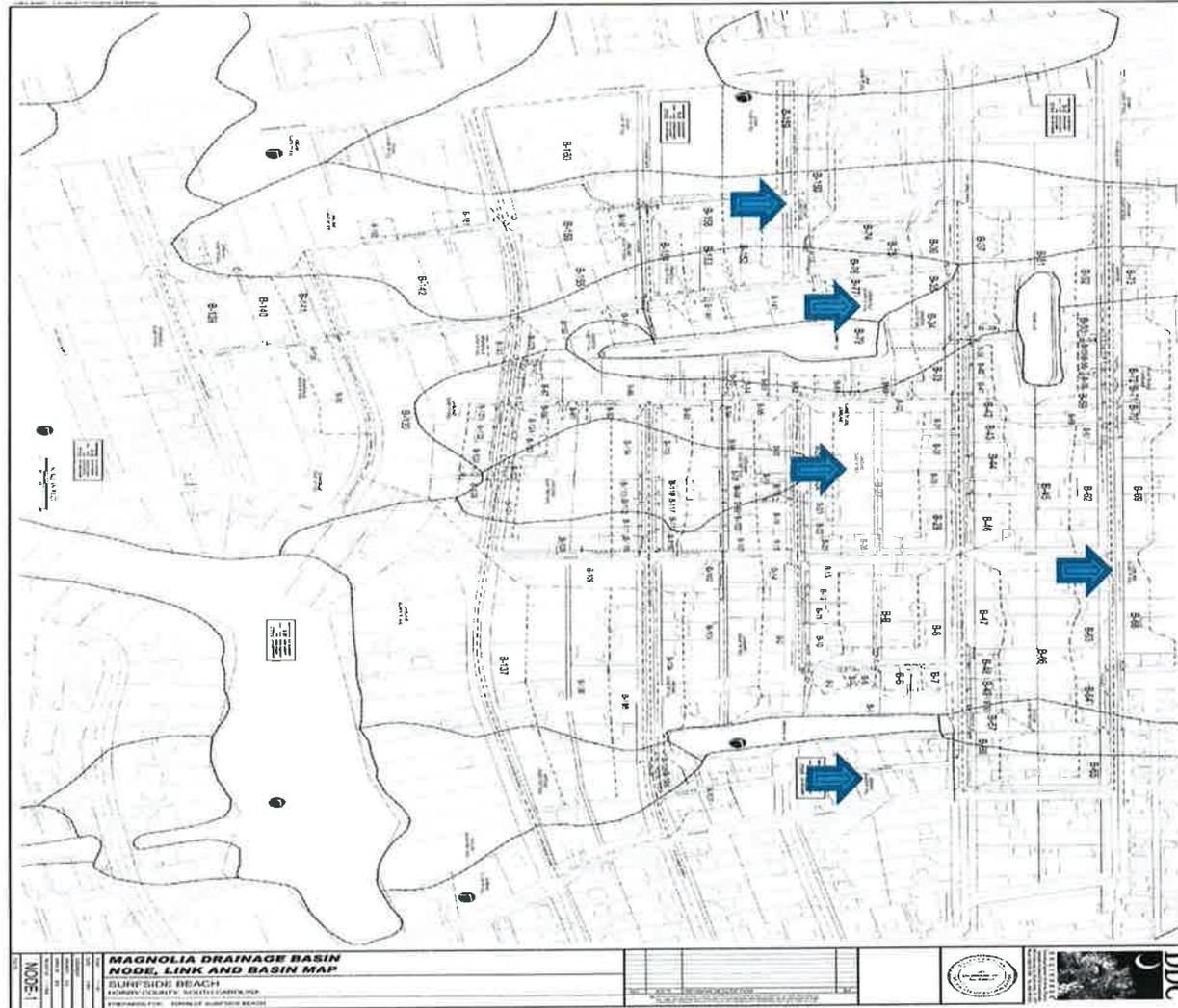
- ▶ 1) Silt loam or loam.
- ▶ 2) Moderate infiltration rate when thoroughly wetted.
- ▶ 3) Includes moderately deep to deep, moderately well- to well-drained soils.
- ▶ 4) Moderately fine to moderately coarse textures.

▶ c. **Group C.**

- ▶ 1) Sandy clay loam.
- ▶ 2) Low infiltration rates when thoroughly wetted.
- ▶ 3) Consists primarily of soils with a layer that impedes downward movement of water.
- ▶ 4) Moderately fine to fine structure.
- ▶ 5) Perched water table at 40–60 inches; root-limiting at 20–40 inches.



Magnolia Basin Soils

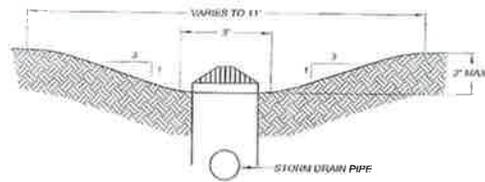


Infiltration Benefits

- ▶ Utilizes LID practices...meets NPDES post-construction requirements.
- ▶ Improves water quality...allows for filtration and not just moving contamination from one place to another.
- ▶ Controls erosion...High velocity of water traveling to lakes reduced.
- ▶ Eliminates homeowner flooding issues.
- ▶ Can be implemented in small or large phases.



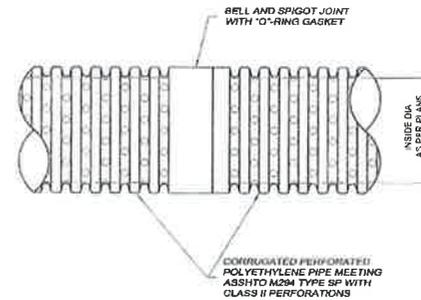
Solutions...



TYPICAL SWALE DETAIL

SCALE: N.T.S.

DETAIL			
SURFACE BRACKET 2"	1/2"		



(CPPP) PERFORATED PIPE

SCALE: N.T.S.

Myrtle Improvements



Lowering Magnolia Lake 2012...

Engineer's Cost \$2,500, My cost \$0



Way Forward..2012 and Beyond

- ▶ Budgeted 350,000 for drainage improvements, plus 20,000 for engineering.
- ▶ Start by targeting most beneficial projects and helping the worst streets first.
- ▶ Complete as much “in house” work as possible.
- ▶ Utilize infiltration model on all appropriate projects, including 50/50. We have had three paid agreements this season using the new materials!



Questions?.....



REPLACEMENT OF ENGINE 563

- Replacement of the 1994 engine with a new engine in 2012 / 2013 budget year
 - Surfside currently has a reserve engine as is required by ISO {E-563}
 - Before the next ISO evaluation which will be completed in early 2014 the Town should replace the 1994 Engine which would be 20 years old and would not be a credited engine by NFPA Standards and requirements.
 - ISO has announced that sometime in mid to late 2013 they will adopt NFPA as the governing rules for ISO Standards. When this occurs Engine 563 will not meet NFPA 1901 nor 1911
 - The loss of the points for a reserve engine will jeopardize our current rating.

NFPA 1901 /1911

- **NFPA 1911 Chapter 5 Section 5.1** {2003 edition} states that the Fire Department shall consider safety as the primary concern in the retirement of an apparatus.
 - Engine 563 was built before the 2003 edition of NFPA was adopted and does not meet the safety standards as required by the current issue of NFPA 1901 nor 1911 {2009 Edition}.

NFPA 1901 / 1911

- Although Engine 563 has low mileage and engine hours and has been maintained to standards established by the town shop it will not meet the standards required by NFPA.
- NFPA defines the age of the unit as the main concern from the safety stand point.
- Since the 2003 edition of NFPA 1901 and 1911 were written there have been many changes made to apparatus standards to make them safer to operate which are now listed in the current edition of NFPA {2009 edition}.

NFPA 1911

- The 2003 edition of NFPA 1911 Standard for Inspection, Maintenance, and Retirement of In-Service Fire Apparatus was refined to include the driving and crew riding areas with increased head height requirements at seating positions and additional requirements for storage of SCBAs in seat backs, both aimed at reducing fire fighter injuries.

NFPA 1901 / 1911 / 1912

- **NFPA 1911 Section D.3 states:** Any apparatus, whether in first-line or reserve service, should comply with current NFPA standards or be up-graded per NFPA 1912.
- The following are the minimum features that must be met to classify the apparatus as compliant that Engine 563 does not meet:
 - Fully enclosed cab with SCBA seats provided for all personnel except the driver/operator.
 - Warning lights must meet or exceed the current standards.
 - Reflective striping meets or exceeds the current standards.
 - A low voltage electrical system load manager per current standards
 - Ground and step lights per current standards
 - Signs as required stating no riding in open areas
 - Noise levels in the driving and crew compartments that meet current standards.

NFPA 1911

- **NFPA 1911 Section D.6 states:** A fire apparatus is an emergency vehicle that must be relied on to transport fire fighters safely to and from an incident and to operate reliably and properly to support the mission of the fire department. A piece of fire apparatus that breaks down at anytime during an emergency operation not only compromises the success of the operation but could jeopardizes the safety of the fire fighters relying on that apparatus to support their role in the operation. Old, and or worn out fire apparatus have no role in providing emergency services to a community.

Replacement of Engine 563

- Engine 563 will be 20 years old in 2014, the process to replace the apparatus will take approximately 10 to 12 months after bid award, therefore the bid should take place sometime between December 2012 and January 2013 with bid award no later than March 2013 to insure that the unit is in service prior to the next ISO inspection in early 2014.
- It is estimated that the replacement cost for the new unit by the time it is bid will cost approximately \$450,000.00 to \$460,000.00 that cost includes current equipment that is out dated on Engine 563.
- Since the last engine was purchased {Engine 562} there has been EPA required filtration that cost approximately \$20,000.00 to \$25,000.00 as well as three price increases.

SURFSIDE BEACH POLICE DEPARTMENT



Law Enforcement Management For Laypersons

**Presented to
Surfside Beach Town Council and Staff**

**FY 2012-13 Budget Retreat,
Pinopolis, SC**

7 MAR 2012

Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

SURFSIDE BEACH POLICE DEPARTMENT

**Law Enforcement
Management for
Laypersons**

Surfside Beach Budget Retreat (FY 12-13)
7-9 MAR 2012

 Surfside Beach Police Department
811 Pine Drive
Surfside Beach, SC 29575

The SBPD Story, in two parts...



- Part I – What we’re doing, and how
- Part II – What we’re doing, and WHY...



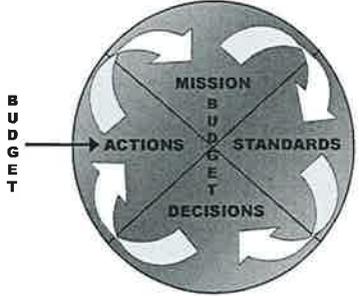
**Key Areas of Emphasis
(the “how” part)**

- Service, Service, Service
- Excellence
- Leadership
- Governmental Transparency
- Communication (internal & external)
- Branding



Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

SBPD Mission-Focus



B
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MISSION
B
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ACTIONS STANDARDS

DECISIONS

Service Level & Excellence do not (necessarily) Correlate to Agency Size...

- "Small Agency Curse" article from Town Newsletter
- "Big Agency" Programs (QOL, Intel-based Policing, Training)
- Santee Cooper Excellence in LE Award
- DUI Awards
- Inter-agency Cooperation



Technical proficiency...

- Major cases
- New video surveillance of PD facility
- New all-digital in-car video
- Digitized internal forms
- Adoption of "Reid Technique" for interrogations



Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

Innovation...

- In-house intelligence office
- Social media / web-intel investigative training
- "Quality of Life" case management to address community nuisance issues
- Patrol-based investigations



SBPD Leadership Philosophy

- The SBPD Manifesto as policy...
- Manifesto preached (almost daily) by entire chain of command
- Adopted as mindset
- Leadership as a job
- Leadership training
- Communication
- SELF AWARENESS !



Self Awareness

"Seeing what is at the end of one's nose requires constant effort."

- George Orwell



Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

Reporting & Transparency

- FOIA transparency initiative (increased media access, reduced/eliminated fees)
- Transparency in reporting to elected & appointed leadership
- Correlates to media relationships
- Communication and media relations as a core competencies



Branding



Branding

- Branding is *thematic*, not *emblematic*
- One logo does not a brand make...



Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

SBPD Branding



A collage of images related to SBPD branding: a patrol car with 'POLICE' on the side, a shield-shaped badge with 'POLICE SURFSIDE BEACH SOUTH CAROLINA', a sign that says 'POLICE DEPARTMENT', and a vehicle with 'POLICE' on the front.

Why do they do that?!

“One-fifth of the people are against everything all the time.”

- Robert F. Kennedy



A black and white photograph of Robert F. Kennedy sitting at a desk, looking thoughtful with his hand to his chin.

Why do they do that?!

- There is a method to the madness
- Not all agencies (or situations) are alike
- Technical competence involves the ability to analyze (properly) and adapt



A black and white photograph of a woman with blonde hair, looking serious and pointing her right index finger towards the camera.

Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC

Why do they do that?!

- Citizens aren't all "dummies"
- The HIE Syndrome / "Expertville"
- Misconceptions due to a lack of "ground truth"
- Solution?
- Communication and transparency...



Examples

- Demographic comparisons
- Fleet management
- Crime mapping
- Black & whites
- QOL
- Patrol & Investigative technique



Finally, it's back to "Mission..."

- Crime and fear of crime
- Safety
- Service



**Law Enforcement Management for Laypersons
Surfside Beach Budget Retreat, Pinopolis, SC**

**Finally, it's back to
"Mission..."**

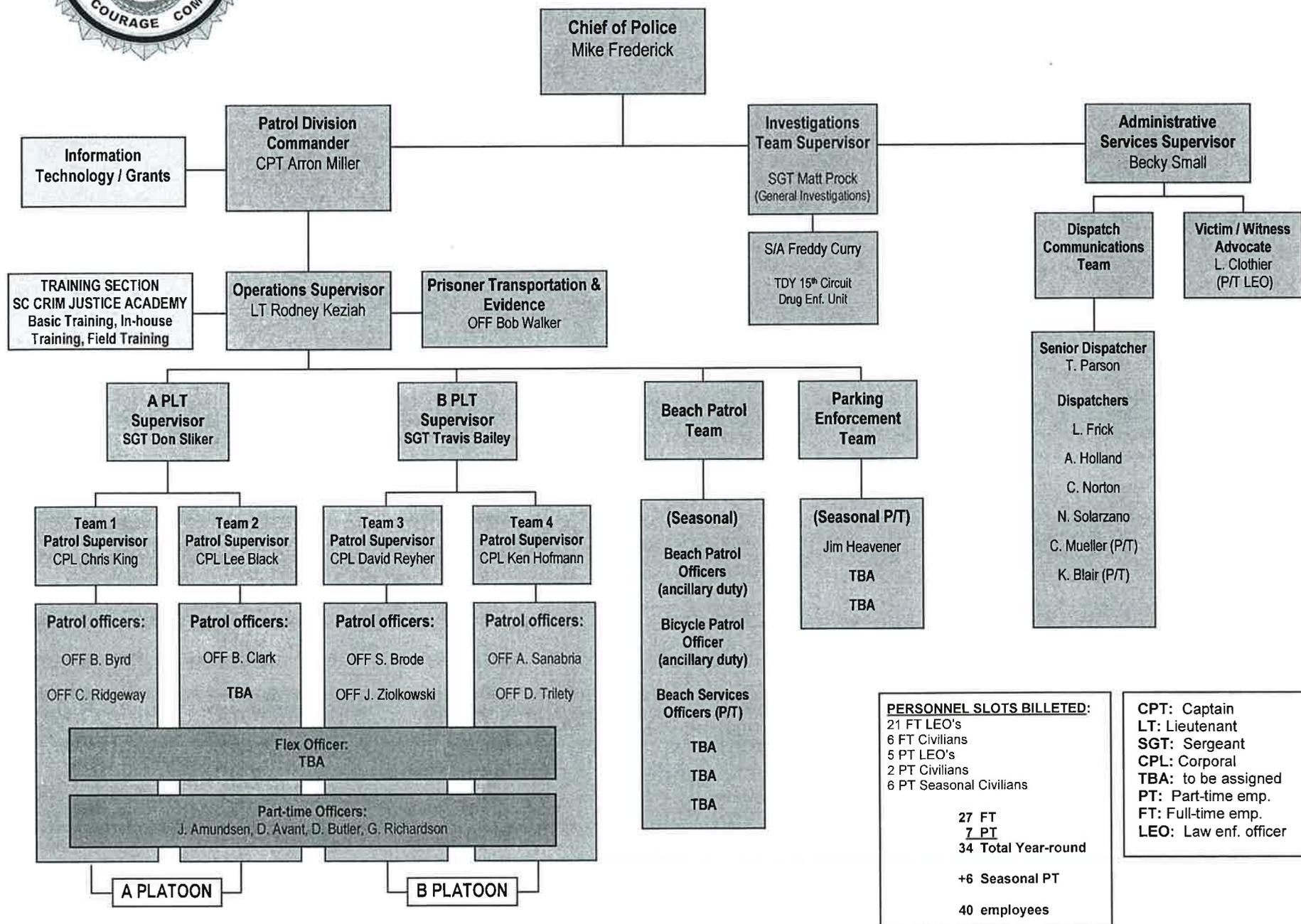




SURFSIDE BEACH POLICE DEPARTMENT

Table of Organization

1 MAR 2012



PERSONNEL SLOTS BILLETED:
 21 FT LEO's
 6 FT Civilians
 5 PT LEO's
 2 PT Civilians
 6 PT Seasonal Civilians

27 FT
 7 PT
 34 Total Year-round

+6 Seasonal PT

40 employees

CPT: Captain
 LT: Lieutenant
 SGT: Sergeant
 CPL: Corporal
 TBA: to be assigned
 PT: Part-time emp.
 FT: Full-time emp.
 LEO: Law enf. officer



SURFSIDE BEACH POLICE DEPARTMENT

811 Pine Drive
Surfside Beach, SC 29575

Street Sweeping Update



***“BEAUTY IN
MOTION”***

The Need



Public Relations



Public Relations



Public Relations



Image



Performance



The Benefits



A second look for safety!





I'm glad those days are OVER!!

THE END



Monday, Mar 5, 2012

Posted on Mon, Mar. 05, 2012

Surfside Beach plans budget retreat

By Amanda Kelley

akelley@thesunnews.com

The agenda has been set for the Surfside Beach budget retreat.

Town Council will meet at the Wampee Conference Center in Pinopolis, SC Thursday and Friday.

Thursday will start at 8 a.m. with a breakfast. The first look at the proposed 2012-2013 budget won't start until 10 a.m. At noon, council will break for lunch. When they return at 1:30, the council will look at the town's insurance and parking management through the year 2014.

After another break, council will have a presentation by Public Works Director John Adair on the northside draining plan.

Adair said improvements had been made to the drainage systems on the southern ends of town.

"The north side of town was really ignored because it wasn't bad," Adair said. "But, in the last couple of years we had a couple hot spots spring up."

He said DDC, the towns engineering firm, conducted land surveys in the area to find the problem spots and possible resolutions. Adair said he'll be presenting the findings and solution ideas to council at the budget retreat.

There are two areas of concern.

One is between Pine Drive and 5th Avenue North from Poplar Drive to Hollywood Drive. The second area of concern is between 11th Avenue and 16th Avenue North from Cherry Drive to Dogwood Drive.

The drainage problems, he said are affecting peoples lots and homes and is partly a result of development.

"They've done some development on the north side," Adair said. "When you clear away all those trees, the water starts running off the property and we have to accommodate for that."

After Adair's presentation, Fire Chief Butch Packard will speak to council.

Friday's meeting will have a presentation by Police Chief Mike Frederick. Adair will meet with council again on Friday to talk about the street sweeper.

Adair said that presentation is simply an update on the effectiveness of the street sweeper that the town purchased last year.

Council will hold an open discussion from 10:30 to 11 a.m. on Friday before adjourning and returning to the beach.

Contact AMANDA KELLEY at 626-0381.

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Debra Herrmann

From: Debra Herrmann [dherrmann@surfsidebeach.org]
nt: Monday, March 05, 2012 2:50 PM
o: Mike Smith ; 'Alternatives'; Anderson, Lorena; Blomquist, Rob; Brenda Alverson (balverson@surfsidebeach.org); 'C. Perry'; 'C. Perry'; 'CFC News'; 'D. Bryant'; Debbie Ellis (dellis@surfsidebeach.org); Faye Creel (Faye.Creel@VisitMyrtleBeach.com); H. Gale; 'H. Gale'; 'H. Gold'; Howard Barnard; 'J. Hart'; J. Havel; Jackie Donevant (jdonevant@surfsidebeach.org); Jim Duckett (jduckett@surfsidebeach.org); Joanne Petosa ; John Adair (jadair@surfsidebeach.org); Kelley, Amanda; Kenneth Moss, Esquire (kennethmoss@wwpemlaw.com); Kim Hursey (khursey@surfsidebeach.org); Kurt Knapek; 'M. Miller'; Mary Beth Mabry; Micki Fellner (mfellner@surfsidebeach.org); Mike Frederick (mfrederick@surfsidebeach.org); N. Bennett; 'North Myrtle Beach Times'; Peggy Broach (pbroach@surfsidebeach.org); 'R. Magliette'; 'Richard Green'; Robert Packard; S. Layton; 'S. Miles'; 'S. News'; Sabrina Morris; 'Sun News Editors'; 'T. O'Dare'; The Hon. Allen Deaton; The Hon. Ann Dodge ; The Hon. Bob Childs ; The Hon. Doug Samples; The Hon. Mark Johnson; The Hon. Rod Smith; The Hon. Valerie Wentz; The Hon. Vicki W. Blair; 'V. Spechko'; 'WBTW'; 'WMBF'; 'WNMB'; 'WPDE'; 'WPDE News'
Subject: 2012 Budget Meeting Agenda
Attachments: 03-08 and 03-09 Budget Meeting Agenda.pdf

The Town Council budget meeting agenda is attached. This meeting will be held at the Wampee Conference Center in Pinopolis, South Carolina.

The public is invited to attend all meetings.

This transmission is pursuant to the Freedom of Information Act §30-4-80.

Debra Herrmann, CMC, Town Clerk
Town of Surfside Beach
843.913.6111 (Main) - 843.913.6333 (Direct)
dherrmann@surfsidebeach.org
[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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