



**SURFSIDE BEACH TOWN COUNCIL REGULAR MEETING**  
**Council Chambers, 115 US Highway 17 North, Surfside Beach, SC 29575**  
**Tuesday, July 22, 2014 ♦ 6:30 p.m.**  
[www.surfsidebeach.org](http://www.surfsidebeach.org) - ☎ (843) 913-6111 📠 (843) 238-5432

**TOWN COUNCIL MEETING AGENDA**

1. **CALL TO ORDER** – Mayor Douglas F. Samples
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**
  - A. Invocation: Mayor Pro Tempore Pellegrino
  - B. Pledge of Allegiance: Mayor Samples
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** - Regular Meeting July 8, 2014
5. **PUBLIC COMMENTS – Agenda Items Only.** (3-minutes per speaker)
6. **COMMUNICATIONS**
  - A. Employee Anniversary Awards:
    - i. Sharon Leahey, Finance, 10 Years
    - ii. Mike Greene, Public Works, 10 Years
  - B. Department Reports
    - i. Finance
    - ii. Public Works
    - iii. Special Events and Recreation
  - C. Administrator's Report - Update on Current Events
7. **BUSINESS**
  - A. Second Reading Ordinance #14-0782 to Establish Rental Fees for the Dick M. Johnson Civic Center and the Floral Clubhouse, Recreation Supervisor Ellis
  - B. Eastern Surfing Association, Request for September Event, Dr. Tom Chandler, Regional President
  - C. Memorandum of Agreement between SCDOT and TOSB re disaster debris cleanup, Administrator Fellner
  - D. Town Council Motion on Venue for Visioning Meeting, Administrator Fellner
  - E. Caropines Trash Service Pursuant to 06/14/2014 Budget Workshop, Administrator Adair
  - F. Recommendation from Parking Committee re: Resolution #12-119 Amend Number of Members, Administrator Fellner
  - G. Recommendation from Infrastructure Committee: Location for Next Underground Wiring Project, Administrator Fellner
  - H. Continuation of Electric Car Charging Station, Administrator Fellner
8. **TOWN COUNCIL DISCUSSION**
  - A. Proposed Ordinance to Establish Financial Policy Identifying Funds for Beach Renourishment, Capital Replacement, and Other Allocated Monies, Director King
  - B. Proposed Ordinance to Establish Fire Inspection Fee Charges, Chief Cimini
  - C. Any matters of concern or information to be discussed by Town Council.
9. **PUBLIC COMMENTS – General Comments.** (5-minutes per speaker)
10. **COUNCIL COMMENTS**
11. **EXECUTIVE SESSION**
  - A. Pursuant to FOIA §30-4-70(a)(1) to discuss employment, appointment, compensation, promotion, demotion, discipline, or release of an employee
  - B. Pursuant to FOIA §30-4-70(a)(2) to discuss multiple proposed contractual arrangements
12. **ADJOURNMENT**



**SURFSIDE BEACH TOWN COUNCIL  
REGULAR COUNCIL MEETING MINUTES  
JULY 8, 2014 ♦ 6:30 P.M.  
TOWN COUNCIL CHAMBERS**

1  
2  
3  
4  
5  
6  
7 **1. CALL TO ORDER.**

8  
9 Mayor Samples called the meeting to order at 6:30 p.m. Mayor Samples, Mayor Pro Tempore  
10 Pellegrino, and Councilmembers Childs, Johnson, Mabry, Magliette and Stevens were in attendance. A  
11 quorum was present. Others present: Town Administrator Fellner; Town Clerk Herrmann; Police Chief  
12 Keziah; Fire Chief Cimini; Planning Director Morris; Public Works Director Adair, and Recreation  
13 Supervisor Ellis.

14  
15 **2. INVOCATION AND PLEDGE OF ALLEGIANCE.**

16  
17 A. Invocation. Reverend Jeff Wood of Oasis of Hope Church gave the invocation.

18  
19 B. Pledge of Allegiance. Mayor Samples lead the Pledge.

20  
21 **3. PUBLIC HEARING** - Pursuant to §6-1-80 of the SC Code of Laws public hearing on the addition  
22 of municipal fees to include rental fees for the Dick M. Johnson Civic Center and the Floral Clubhouse.

23  
24 Mayor Samples opened the public hearing at 6:31 p.m.

25  
26 Ms. Margaret Fain, president of the Stranded Smockers and Stitchers, a sewing group, said their  
27 group understood why the fees were necessary. Their group just did not have any money; \$25 a month  
28 would be difficult for them to pay. She asked council to reconsider the fee for non-profit groups that use  
29 the civic center occasionally. Mr. Magliette suggested they contact the library where rooms were  
30 available at no cost. Ms. Fain said the library would only reserve its rooms for three consecutive months;  
31 there was no guarantee the room would be available after that.

32  
33 Ms. Shirley Garman belonged to a senior group of 12 to 15 people that played cards twice weekly  
34 at the civic center. They would not be able to raise funds to pay rental fees, so her group would disband.

35  
36 Mayor Samples closed the public hearing at 6:36 p.m.

37  
38 **4. AGENDA APPROVAL.**

39  
40 Mr. Magliette moved to approve the agenda with an amendment to allow a presentation by  
41 Director Conley of the American Red Cross during communications. Mr. Johnson seconded. All voted in  
42 favor. **MOTION CARRIED.**

43  
44 **4. MINUTES APPROVAL.**

45  
46 Mr. Johnson moved to approve the minutes of the June 23, 2014 meeting as submitted. Ms.  
47 Mabry seconded. All voted in favor. **MOTION CARRIED.**

48  
49 **5. PUBLIC COMMENTS – Agenda Items (3 minutes.)**

50  
51 There were no comments on agenda items.

52  
53 **6. COMMUNICATIONS.**

54  
55 **A. Department Reports.**

57           i. **Fire.** Chief Cimini presented the written report, a copy of which is on file. There were a total of  
58 173 incidents in June 2014, with no loss by fire, and 196 fire prevention activities. There are three new  
59 junior fire fighters that brings the total number five. There is one application pending. The pier standpipe  
60 system was repaired and tested. He thanked Building Official Otte for assisting the department to ensure  
61 work was code compliant. Facilities Supervisor Todd was also thanked as he completed the project prior  
62 to the July 4<sup>th</sup> celebration. The department was awarded The South Carolina State Fire Chiefs  
63 Association "Richard S. Campbell Award" for "Excellence in Fire and Line Safety Education." The  
64 department received a plaque and a \$250 check to purchase fire and life safety education material. The  
65 department also received a \$1,000 grant from Wal-Mart Foundation for fire prevention activities. During  
66 June, career and volunteer staff spent 196 hours training and 224 hours responding to calls. A list of 20  
67 potential Engineer II applicants will be kept for two years to ensure quick turnaround, if someone leaves  
68 the department. The advertisement for the chief's position was posted and applications will be received  
69 until July 18<sup>th</sup>. ISO (Insurance Service Organization) inspected the town on June 10<sup>th</sup>. He anticipates  
70 attaining an ISO Class 2. He thanked the police department staff for their assistance during the month.

71  
72           Mr. Childs commended the volunteers for their work at the July 4<sup>th</sup> festivities. They did a great  
73 job.  
74

75           Mr. Johnson asked if the Richard S. Campbell Award might be recognized as an achievement by  
76 the Municipal Association, and if there were any fireworks incidents on the July 4<sup>th</sup> weekend. Chief Cimini  
77 said he would find out about the award, and there were no significant fireworks incidents. There were  
78 some people shooting fireworks over the pier, where dynamite was placed for the town's fireworks show.  
79 As a matter of safety, there may need to be a no-fireworks zone around the pier.  
80

81           ii. **Planning, Building & Zoning.** Ms. Morris presented the written report, a copy of which is on  
82 file. Staff issued 87 building permits; conducted 177 inspections, and completed 5 plan reviews, including  
83 stormwater. The Keep Surfside Beach Beautiful committee sent a list of 48 property complaints. Staff is  
84 going through the list checking for compliance. The department will continue to monitor those properties  
85 and proceed with action accordingly. There were four citizen complaints, mostly about weeds and  
86 overgrown lots. Staff is also addressing those. The trip to the National Emergency Management Institute  
87 was extremely helpful. The instructors were very knowledgeable and every page of the new CRS  
88 (Community Rating Service) manual was reviewed. A presentation was given of CRS related proposed  
89 changes to the Town Code of Ordinances, a copy of which is on file. This same presentation was given  
90 to the CRS Focus Group on Monday at its meeting, which was open to the public. Proposed changes to  
91 the ordinance were submitted to FEMA (Federal Emergency Management Agency) for its review and  
92 approval. Once FEMA approval is received, the ordinance will be presented to Town Council. Highlights  
93 of the recommended changes to the flood damage prevention ordinance that apply to new construction,  
94 additions or improvements totaling over 50-percent of the value of the building are:

95  
96           **Higher regulatory standards**

- 97           • **Prohibition of Fill** (construction on pilings, or columns, or apply for variance)
- 98           • **Freeboard of 3 feet** (currently 1-foot)
- 99           • **Prohibit Critical Facilities in Special Flood Hazard Area (SFHA)** (none located in SFHA  
100 now, but not codified)
- 101           • **Enclosure Limits** (less than 299 square feet for storage only)
- 102           • **Local Drainage Protection** (already done, but not codified; add R-1 district to require  
103 plan showing where drainage runs)
- 104           • **Coastal A & V Zones higher foundation standards** (already done, but not codified)
- 105           • **Prohibit manufactured home parks in SFHA** (already prohibited)
- 106           • **Require all insurable structures within SFHA to be engineered** (already required, but  
107 not codified)
- 108           • **Non-Conversion Agreement** (already required for storage units and must be recorded  
109 at Register of Mesne Conveyances prior to certificate of occupancy being issued)

- **Prohibit flood proofing for any new building** (only commercial buildings may flood proof; no waiver on flood insurance premium for flood proofing; FEMA recommends elevation of building)
- **Prohibit septic system in flood plain** (does not apply, town has sewer service, but not codified)
- **Require an evacuation plan for new residential subdivisions that exceed 50 units**

**State Mandated Regulations** – coastal communities receive credit for state requirement for a coastal setback line

**Regulations Administration**

- **Having certified floodplain managers** (the town has 3)
- **EMI Classes** – credit for training based on the number of courses taken
- **Detailed Inspections** – credit for conducting three detailed inspections for each new building in the regulatory flood plain. (already done, but not codified)
- **Off-site record storage** (not required to be codified, but must be enforced and must be done at least annually)

Ms. Morris explained that if FEMA approves the recommendations and the town adopts and implements them, there is a possibility of getting a 15-percent discount on flood insurance premiums.

Mr. Stevens asked if maps were available showing where the regulations applied. Ms. Morris said in all flood zone areas within the town, except the fill prohibition applies town wide. If it was acceptable to Town Council, she would bring a map when the ordinance was presented. **COUNCIL CONCURRED.** Mr. Stevens asked for a definition of freeboard. Ms. Morris said the space between the required base flood elevation and the bottom of the finished floor.

**iii. Police.** Chief Keziah presented the written report, a copy of which is on file. The June 2014 statistics basically show no change in calls for service, 1611 in May; 1614 in June. However, arrest and citation data compared to last year increased 154-percent: 153 in June 2013 compared to 390 this June. This year there was a full staff and everybody was out working during the month. The US Marshalls Task Force cleared four outstanding warrants and collected \$1,123 in bond and fine money. The second Coffee with a Cop was held July 1<sup>st</sup>. There was a very good turnout by business owners, citizens, and visitors. There were many positive comments, and some issues were resolved. Chief Cimini and his staff, and K-9 Biko were there.

Mayor Samples and Chief Keziah recognized Sergeant Lee Black who received an award from the South Strand Optimist Club's Recognition of Law Enforcement Officers program. Sergeant Black is involved in several community programs such as the Special Olympics and the Horry County Drive and Live Event. He also coaches youth baseball for the Surfside Beach Youth Sports Association in his free time. He has been with the Surfside Beach Police Department since March 2007 and is a platoon sergeant supervising uniformed officers. There was a standing ovation for Sergeant Black.

Mayor Samples and Chief Keziah recognized Officer Ian Anderson who received a live saving award from the South Carolina Police Chief's Association that was presented to him by Myrtle Beach Police Chief Warren Gall. Officer Anderson was instrumental in saving the life of a shooting victim in Myrtle Beach during the recent Memorial Day Weekend bike rally. He has been with the Surfside Beach Police Department since May 2012 and is assigned to uniformed operations. Over the Memorial Day Weekend, Officer Anderson assisted the City of Myrtle Beach Police Department under the mutual aid agreement. There was a standing ovation for Officer Anderson.

Mr. Johnson expressed concern over the number of people smoking on the beach, and the number of golf carts being driven after dark. Chief Keziah explained that officers generally try to educate the public or issue warning tickets; efforts were also made to educate the rental companies and place the ordinances in rental units. He would check on the statistics, because a civil summons might not be

165 tracked like a Uniform Traffic Ticket. At the end of the season, Chief Keziah planned to bring a report to  
166 council of the various beach infractions. Everyday there are between 8 and 15 citations on the beach.  
167 Most beach goers were cooperative; however, after a warning, a summons was issued. Mr. Johnson  
168 asked if there was one beach officer on each end of the beach. Chief Keziah said that was correct. On  
169 busy weekends there was some over-lap coverage. Chief Keziah would present a draft ordinance in  
170 August to correct Section 8-38 in which there is a reference to public safety director where it should state  
171 chief of police.

172  
173 **American Red Cross, Director Nancy Conley** (Added by approved motion, see #4 herein.)  
174

175 Director Conley of the Coastal South Carolina American Red Cross thanked the town for its  
176 support over the years and explained that the annual Christmas dinner that serves 6,600 individual  
177 actually was started by a Surfside Beach resident. Fifty dinners were served that first Christmas. She  
178 introduced Mike Arakas, of Crabby Mike's Restaurant, and Dennis James, a disaster action team member  
179 for over 35 years and a Surfside Beach resident. The town has some amazing people! She explained  
180 the purpose and function of the Red Cross, noting that this office was the only certified to withstand a  
181 Class 3 hurricane, which would put volunteers in a better position to help the community after storm  
182 events. She requested a donation of \$2,500 from the town to help support its services that were free to all  
183 recipients. Mayor Samples encouraged everyone to consider the request, and said any citizens that  
184 wished to donate or volunteer should contact Director Conley. Mr. Magliette suggested that the town  
185 support a fund raising effort to support the Red Cross. **There were no objections to Mr. Magliette**  
186 **organizing the initiative.** Mr. Stevens suggested that the town provide a free space at the Family  
187 Festival for the Red Cross to seek volunteers and donations. Mayor Samples asked Ms. Ellis to arrange  
188 the booth. Mayor Samples recognized Mr. Arakas and Mr. James for their efforts.  
189

190 **C. Administrator's Report – Update on Current Events.** Ms. Fellner reported that the parking  
191 committee recommendations would be presented in August, and a decision paper on the proposed  
192 Caropines sanitation service would be presented at the next meeting. Ms. Morris will bring the  
193 recommendations discussed during her report in ordinance form once FEMA approves them. A meeting  
194 with Burroughs and Chapin was held regarding the annexation effort. They requested some additional  
195 information, part of which staff is trying to obtain from Horry County. The information should be delivered  
196 by next week. The South Carolina Department of Transportation (DOT) has determined that the brown  
197 attraction signs for the Surfside Pier must be located only on poles on the sides of the road. They may  
198 not be hung over the street unless the town installs its own poles and span wires. More information will  
199 be forthcoming, and DOT was asked to provide copies of the code, and clarification on the size and  
200 placement of the sign.

201  
202 Ms. Fellner said the public works director and the fleet foreman did exhaustive research before  
203 choosing the Mack LaBrie sanitation truck, which can handle all of the town's various cart sizes. The  
204 truck was received and has performed flawlessly. The current budget provides for the purchase of  
205 another side loader. Ms. Fellner would utilize the sole source provision of the code, Section 2-210,  
206 Bidding Exceptions to purchase another Mack LaBrie truck without a bid process. The rationale for the  
207 sole source is that the Mack LaBrie is the only truck combination that can handle the varied cart sizes.  
208 Council was notified by email message on July 7<sup>th</sup>. Mayor Samples asked if council concurred to using  
209 the sole source provision, since this was a large expenditure. **COUNCIL CONCURRED.** Mayor Samples  
210 said this was a matter of standardization also maintaining the fleet.

211  
212 Ms. Fellner said all paperwork was sent to FEMA from the ice storm, including the exit briefing  
213 form, which means that the FEMA project specialist signed off on all of the town's submissions. There is  
214 no time table for reimbursement. After FEMA reviews the paperwork, it will be sent to South Carolina  
215 Emergency Management Division (EMD) for payment. The town will receive additional paperwork from  
216 EMD to be completed before a check is remitted. She commended Mr. Adair "for the excellent job he did  
217 on this prodigious project." The final totals submitted to FEMA were:  
218  
219

Regular Town Council Meeting  
July 8, 2014

---

| Type                              | Amount       | % Reimbursed | Payable to Town |
|-----------------------------------|--------------|--------------|-----------------|
| Emergency Protective Measures     | \$3,722.24   | 75-percent   | \$2,791.68      |
| Debris Removal Day 1-30           | \$132,745.79 | 85-percent   | \$112,833.92    |
| Debris Removal Day 31-90          | \$39,291.71  | 80-percent   | \$31,433.37     |
| Net to the Town of Surfside Beach |              |              | \$147,058.97    |

220  
221  
222  
223  
224  
225  
226  
227  
228 Mayor Samples asked councilmembers to remember the source of the payment when the check  
229 was delivered two or three years from now.

230  
231 Ms. Fellner said the sanitation department continues to have some issues; this morning one of  
232 the knuckle boom trucks broke down and it will be out of operation for a number of days. Staff is seeking  
233 ways to mitigate the problem and create strategies to improve service.

234  
235 Mayor Samples said he hears more complaints about sanitation than any other town service. It  
236 was a matter of safety to ask contractors to secure their job sites when a storm was approaching.

237  
238 Mr. Adair detailed some impacts of Hurricane Arthur on the town. The town has a very large  
239 number of trees that are inevitably damaged during high wind and heavy rains. The department was  
240 caught up from the ice storm, but residents and guests cleaned up the Hurricane Arthur storm debris over  
241 the weekend resulting in piles of debris to be picked up again. It takes one full week to pass through the  
242 entire town picking up debris when both trucks are in service. Alternate trucks were being used to collect  
243 bags of leaves. In addition to the truck breakdown, one of the operations was out for surgery, but other  
244 staff members were tasked with filling in where possible.

245  
246 Mayor Samples said the discussion was about sanitation. It was not council's job to  
247 micromanage, but he did not believe the department had been caught up for quite some time. Sanitation  
248 is a basic service about which citizens have high expectations. Citizens have been treated well. Rates  
249 were increased last year. He appreciated Mr. Adair's comments and willingness to explain. Mr. Adair  
250 said staff tries to manage everyone's expectations using the manpower and equipment available. Mayor  
251 Samples said the council only reviews the budget. It was up to staff to submit budget requests to support  
252 the town's services. He believed Town Council provided what sanitation requested. He hoped there  
253 would be marked improvement shortly.

254  
255 Ms. Fellner responded to citizen inquiries from the June 23<sup>rd</sup>, 2014 meeting public comments:

- 256  
257
- 258 • Floral Lake algae and dead fall. The lake levels have been adjusted to accommodate a  
259 contractor building a retaining wall at 3<sup>rd</sup> Avenue South. The algae was sprayed twice  
260 this year with copper sulfate to control it. Diquat dibromide will be used once construction  
261 is completed at 3<sup>rd</sup> Avenue to control the vegetation. Mr. Adair will instruct the crew to  
262 remove any dead fall that accumulated.
  - 263 • Lighting not working on the north end welcome sign. Welcome signs have never had  
264 lighting. Mr. Adair is checking into solar lighting for the north end sign.
  - 265 • The yard debris issue was just addressed by Mr. Adair.
  - 266 • Pet waste on Ocean Boulevard. There are pet waste stations at every beach cross over  
267 and they are filled year round even though dogs are not allowed on the beach beginning  
268 May 15<sup>th</sup> through September 15<sup>th</sup>. There are no dispensers on Ocean Boulevard, but  
269 some locations may be suitable. Staff will bring recommendations to Town Council.  
270 There may be some grant funding available for this purpose.

271  
272 Ms. Fellner thanked Mr. Pellegrino for noting citizens' questions and sending them to her. That  
273 was very helpful. It will help the citizens know that Town Council and staff want to answer their questions  
274 and find strategies to solve problems.

275 Mayor Samples said it was very helpful. He, too, appreciated Mr. Pellegrino's effort. He said  
276 children were playing on the finishing caps at the 3<sup>rd</sup> Avenue South project. Ms. Fellner said fencing  
277 would be installed when the project was completed.  
278

279 **7. BUSINESS.**

280  
281 **A. Second Reading Ordinance #14-0781 to amend §2-39(a) Agenda to establish authority**  
282 **to create, and §2-54(a) and (b) Appearance of Citizens to clarify agenda topic comments and**  
283 **number of speakers, Administrator Fellner.** Ms. Fellner presented the decision paper saying first  
284 reading was approved without change at the June 23<sup>rd</sup> regular meeting. Mr. Magliette moved to adopt  
285 second reading of Ordinance #14-0781. Mr. Stevens seconded. All voted in favor. **MOTION CARRIED.**  
286

287 **B. First Reading Ordinance #14-0782 to Establish Rental Fees for the Dick M. Johnson**  
288 **Civic Center and the Floral Clubhouse, Recreation Supervisor Ellis.** Ms. Ellis presented the decision  
289 paper, a copy of which is on file. Fees have never been formally established. Adoption of the ordinance  
290 will ensure that everyone is treated equally and sufficient revenue would be received to properly clean  
291 and maintain the facilities. Mr. Childs moved to adopt first reading of Ordinance #14-0782 as submitted.  
292 Ms. Mabry seconded. Mayor Samples said that the Lions Club donated the land and building and has an  
293 agreement on file that allows them to use the facility free of charge and have a storage area in perpetuity.  
294 After additional debate about the users and associated fees, Mr. Pellegrino moved to amend the amount  
295 paid per day for nonprofits to fifteen (\$15) dollars per day. Mr. Stevens seconded. Mayor Samples,  
296 Mayor Pro Tempore Pellegrino, and Councilmembers Childs, Mabry, Magliette, and Childs voted in favor.  
297 Councilmember Johnson voted against. **MOTION TO AMEND CARRIED.** All voted in favor of the  
298 primary motion as amended. **PRIMARY MOTION CARRIED AS AMENDED.** Ms. Ellis was asked to  
299 evaluate the impact of reducing the fee to \$15 per day for nonprofits for discussion at second reading. All  
300 voted in favor of primary motion as amended. **MOTION CARRIED AS AMENDED.**  
301

302 **C. Keep Surfside Beach Beautiful Re-appropriation, Hanging Baskets, Administrator**  
303 **Fellner.** Ms. Fellner presented the consideration paper, a copy of which is on file. In the last budget,  
304 Town Council approved an expenditure of \$15,000 for hanging baskets. Those funds were not used,  
305 because staff was waiting for the new purchasing ordinance to be adopted so the project would not have  
306 to be let for bids, since the hardware and supplies totaled more than \$5,000. Unfortunately, the project  
307 was not completed before the end of the fiscal year. Therefore, staff request that council re-appropriate  
308 funds to complete the project, which would require a budget amendment.  
309

310 Mr. Childs moved to approve \$3,000 to fund eight flower baskets to include baskets now and fall  
311 flowers along with necessary equipment to be placed in the Surfside Business District on Surfside Drive.  
312 Ms. Mabry seconded. Mr. Childs asked Town Council to direct the Keep Surfside Beach Beautiful  
313 Committee (KSBB) to seek business owners willing to adopt a basket or baskets to fund and maintain,  
314 which would offset cost. Additional funding could be authorized later, if council chooses.  
315

316 Mr. Pellegrino personally could not support the motion, because he believes the only budget  
317 amendments should be for emergency items, since the budget was adopted with higher expenditures  
318 than revenue.  
319

320 Mr. Magliette, liaison for KSBB, was very irritated that council would even question re-  
321 appropriating the funds for this project. It was council's in-action on the purchasing ordinance that caused  
322 the project delay. In his opinion the full amount should be funded. If council was not going to accept  
323 committee recommendations, perhaps they should be disbanded.  
324

325 Ms. Mabry said last year's budget had \$25,000 to beautify Ocean Boulevard. That project was  
326 never completed, so some of those funds were expropriated for the baskets at the pier. Making the town  
327 attractive is part of marketing, and projects will have to be done to beautify it. The budget is a living  
328 document, and changes will be made for unexpected expenditures and unexpected revenue. She  
329 supported \$3,000 now, and would like to revisit the plan before spring.

330  
331 Mr. Johnson asked what happened to the funds approved last year for this project. Ms. Fellner  
332 said those funds stayed in the budget; they were not spent. Mr. Johnson was not surprised that a budget  
333 amendment was already presented; it was “the nature of the beast.” He would support \$3,000.  
334

335 Mayor Samples asked if \$3,000 was for this season. Mr. Childs said yes, and for fall. He was  
336 told that funds may be available without amending the budget. Mayor Samples said many important  
337 points were made and it was a tough decision. Mayor Samples, and Councilmembers Childs, Johnson  
338 and Mabry voted in favor. Mayor Pro Tempore Pellegrino, and Councilmembers Magliette and Stevens  
339 voted against. **MOTION CARRIED.**  
340

341 **8. DISCUSSION – Any matters of concern or information to be discussed by Town**  
342 **Council.**  
343

344 Mayor Samples said Mr. Magliette made a very important point. The town asks people to  
345 volunteer their time to develop ideas to improve the town. It is late in the season. At the rate the town  
346 moves, the baskets might be up in the commercial district about Labor Day, but he hoped it would be  
347 sooner. He believed after the audit was completed, hopefully, it would resolve some of the concerns  
348 expressed by Mr. Pellegrino.  
349

350 Mr. Johnson concurred with Mayor Samples’ comments.  
351

352 **9. PUBLIC COMMENTS – General Comments (5 minutes.)**  
353

354 Ms. Patricia Magliette, Harbor Lights Drive, said money was promised for beautification two years  
355 ago, and now nonprofit groups would be charged to use the civic center. Yet, in this 2-square mile town,  
356 a new garbage truck was being purchased. In her opinion, there were enough garbage trucks. She  
357 repaired her Chevy and kept it running 16 years. The town could fix its trucks, instead of buying  
358 expensive trucks that are going to be used to pick up trash in the county. She asked for an explanation of  
359 why or how she was wrong in her opinion.  
360

361 Ms. Charlene Henderson, North Cherry Drive, said the area of Poplar Drive and 5<sup>th</sup> Avenue North  
362 has become a dumping site for the townhouses there. She asked if the town could check into that. She  
363 asked how often spraying was done for mosquitoes. Mayor Samples said staff would respond to her  
364 questions.  
365

366 Mr. Buck Ricks, 4<sup>th</sup> Avenue South, supported the CRS efforts, and increasing the free board  
367 requirement; however, he was concerned that increasing the free board would diminish the square  
368 footage, if the building height was not increased proportionately.  
369

370 Ms. Evelyn Cockey, 7<sup>th</sup> Avenue North, was told today by a lady in their card group that she  
371 thought her taxes paid for and gave her permission to use the civic center. The ladies in her group  
372 oppose being charged.  
373

374 **10. COUNCIL COMMENTS.**  
375

376 Mr. Stevens said sanitation fees were increased last year, and taxes were raised the maximum  
377 amount. Taxes paid electricity, taxes on the buildings, and everything else. He saw ladies playing cards  
378 in the civic center. He said everything in town was going up, and wanted to know where the “bang was  
379 for the buck” was for the taxpayers. He did not see it.  
380

381 Mr. Pellegrino said Mr. Stevens made a good point. As expenses go up, revenue must also  
382 increase to balance expenses or savings is used to pay for expenses. That is why fees and taxes  
383 increase and why he chooses to focus on revenue. He asked the public to communicate with council. He  
384 believes the town should be beautified. Highway 17, Surfside Drive, and Ocean Boulevard should be

385 made more inviting. But, a budget was just adopted with many more expenses than revenue. Council  
386 did not have the luxury of continually spending and amending the budget for wants. He thanked  
387 everyone for attending and for the comments made.  
388

389 Mr. Childs had no comments.  
390

391 Mr. Johnson said the number of golf carts being driven at night were a 'fiasco' this past weekend,  
392 and the week prior to July 4<sup>th</sup>, especially on Ocean Boulevard. Smoking is another issue, and he  
393 understands it is hard to regulate. His biggest concern was that lifeguards on the beach do not  
394 understand the town's codes nor do they speak English well enough to understand complaints. A surfer  
395 was in the swimming area this past weekend, and the lifeguard on duty did not understand the complaint  
396 Mr. Johnson made to him. It was a safety hazard that the lifeguard did not recognize nor understand.  
397 Town Council met with the owner of the company prior to renewing the contract, and the individual  
398 agreed that his staff would enforce the town's ordinances. He asked the administrator to ensure that the  
399 lifeguards know the ordinances and they enforce them. The contract calls for lifeguards to enforce the  
400 codes and that has not been done in the 30 years he has been here. Thank you and God bless you.  
401 He apologized for venting.  
402

403 Ms. Mabry thanked everyone for attending. She believed the town had "a lot of bang for the  
404 buck." She spoke with the town administrator about a series of brochures that state the advantages of  
405 living in town. One brochure was "Welcome to Surfside Beach," she's been working on it for two weeks  
406 and every time she thought it was finished she remembered something else. There are two pages of  
407 services and extras that town residents receive that many other towns do not offer. She said even though  
408 there were complaints about taxes being raised, the town's rate was the second lowest in Horry County.  
409 North Myrtle Beach's are currently lower, but they anticipate an increase and it charges its residents a  
410 monthly stormwater fee on the water bills. When North Myrtle Beach adopts its budget, the Town of  
411 Surfside Beach will have the lowest rates in Horry County. Getting to live in Surfside Beach is the "bang  
412 for the buck!" (*Speaker's emphasis.*) She was proud of having lived here almost 39 years and seeing the  
413 town grow. The town has the best citizens, the best services, and the best employees. She asked,  
414 "What is there to complain about?"  
415

416 Mr. Magliette thanked everyone for attending, for their volunteer efforts and the good things they  
417 do. He had flyers for the August Food Drive; the Meet N' Greet Breakfasts, and Meet N' Greet Dinners  
418 that begin in August. Information is also on the town website. The breakfasts will be at the Golden Egg  
419 Restaurant, and the dinners will be at the Surf Diner. A one page information sheet was being developed  
420 with the town's contact information for new residents to start up the buy local campaign and to promote all  
421 the wonderful things in town. God bless you and have a good night.  
422

423 Mayor Samples thanked everyone for attending. It was important that Town Council collectively  
424 focus on the basics. The town must have the tools, the manpower, and resources to operate. Basics  
425 have to be executed. Sanitation was discussed tonight. He understands that there is still a lot of  
426 construction to the west of the town and inside the town. It was obvious to him that unknown contractors  
427 were dumping debris so the town would pick it up. It was a major concern of his and he thought Town  
428 Council should be concerned as well. None of us would be proud of the town, if it was a dump. Town  
429 Council pays staff to figure out the solutions. It was not up to council to figure it out. Solutions must be  
430 identified to address the issues that exist today. The roads were only 20-years old 25-years ago. The  
431 town's roads need to be maintained; less than one mile a year has been repaved. There is a pothole on  
432 Surfside Drive near Harrison Park that should be fixed. The town must be staffed adequately, provide the  
433 necessary tools, and then staff held accountable. He believed that Town Council liked the fact that  
434 \$500,000 would be in beach renourishment; promised stormwater projects that had been deferred for up  
435 to three years were funded, and that staff on whom council depends to provide quality services were  
436 given a little cost of living increase were all included in the budget. In his opinion, staff was paid to make  
437 recommendations about equipment replacement. There is unrecognized revenue, for instance selling the  
438 old trash truck now that the new one ordered last year was delivered. Thank you all for attending. He

439 thought everyone should always have high expectations and standards. It was Town Council's job to  
440 ensure those standards were met. God bless you all. Be safe going home.

441  
442 **11. EXECUTIVE SESSION**

443  
444 **A. Pursuant to FOIA §30-4-70(a)(1) to discuss employment, appointment, compensation,**  
445 **promotion, demotion, discipline, or release of an employee.**

446  
447 **B. Pursuant to FOIA §30-4-70(a)(2) to discuss proposed contractual arrangements.**

448  
449 Mr. Johnson moved to enter executive session at 8:43 p.m. Ms. Mabry seconded. All voted in  
450 favor. **MOTION CARRIED.** Mr. Johnson moved to reconvene regular session at 9:26 p.m. Ms. Mabry  
451 seconded. All voted in favor. **MOTION CARRIED.** Mayor Samples said that no action was taken during  
452 executive session.

453  
454 Ms. Mabry moved to direct the town administrator to move forward with negotiations with property  
455 owners for the parking lots. Mr. Childs seconded. All voted in favor. **MOTION CARRIED.**

456  
457 Ms. Mabry moved to direct the town administrator to proceed with the personnel action as  
458 discussed in executive session. Mr. Childs seconded. All voted in favor. **MOTION CARRIED.**

459  
460 **12. ADJOURNMENT.**

461  
462 Mr. Johnson moved to adjourn the meeting at 9:28 p.m. Ms. Mabry seconded. All voted in favor.  
463 **MOTION CARRIED.**

464  
465 Prepared and submitted by,

466  
467 \_\_\_\_\_  
468 Debra E. Herrmann, CMC, Town Clerk

469  
470 Approved: July 22, 2014

471  
472 \_\_\_\_\_  
473 Douglas F. Samples, Mayor

474  
475 \_\_\_\_\_  
476 David L. Pellegrino, Mayor Pro Tempore

477  
478 \_\_\_\_\_  
479 Robert F. Childs, Town Council

480  
481 \_\_\_\_\_  
482 Mark L. Johnson, Town Council

483  
484 \_\_\_\_\_  
485 Mary M. Mabry, Town Council

486  
487 \_\_\_\_\_  
488 Ralph J. Magliette, Town Council

489  
490 \_\_\_\_\_  
491 Randle M. Stevens, Town Council

486 *Clerk's Note: This document constitutes summary minutes of the meeting that was digitally recorded.*  
487 *Audio recordings are published on the town website after the meeting (approximately two weeks) until the*  
488 *minutes are approved and published. You may download the recording to your personal computer from*  
489 *the website, or bring a flash drive to the town clerk to obtain a copy. Appointments to hear or to obtain*  
490 *copies of recordings should be scheduled with the town clerk, telephone 843.913.6333. In accordance*  
491 *with FOIA, meeting notice and the agenda were distributed to local media and interested parties. The*  
492 *agenda was posted on the town website, the entry door at Town Council Chambers, and in the Town Hall*  
493 *reception area. Meeting notice was also posted on the Town marquee.*



# Town of Surfside Beach

In recognition of

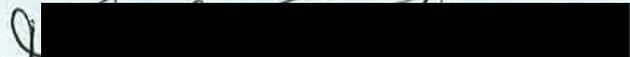
**SHARON LEAHEY**

**July 26, 2004 — July 26, 2014**

*Today we celebrate your dedication and  
commitment during your ten years of service.*

*Thank you for all of your efforts on behalf of the  
Town of Surfside Beach and its citizens.*

  
The Hon. Douglas F. Samples, Mayor

  
Micki Fellner, Town Administrator

Debra E. Herrmann, CMC, Town Clerk



# Town of Surfside Beach

In recognition of

## MIKE GREENE

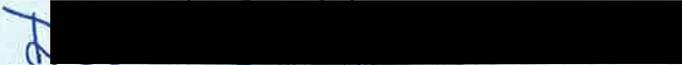
June 28, 2004 — June 28, 2014

*Today we celebrate your dedication and  
commitment during your ten years of service.  
Thank you for all of your efforts on behalf of the  
Town of Surfside Beach and its citizens.*



  
The Hon. Douglas F. Samples, Mayor

  
Micki Fellner, Town Administrator

  
Debra E. Herrmann, CMC, Town Clerk

**Town of Surfside Beach**  
**Finance Department Report: June 2014 Preliminary**

---

**General Fund**

The June 2014 reports attached are the *preliminary* results for fiscal year 2014. There are many revenues to be reported and expenditures to be booked. The accounting rules allow items to be received up to 60 days after June 30 to be included in the prior year.

General Fund statement reflects revenue exceeding expenditures year to date by \$490k. Revenues exceed prior year by \$65k and there are many major revenues to be received in the next two months.

Local business licenses and permit fees exceed prior year by \$15k. The local business license renewals are slightly behind last year but renewals collected within 60 days will be included. .

Salaries and benefits are exceeding prior year due to the inclusion of salaries previously charged to Hospitality Fund, wages paid for storm clean up, and the increased cost in benefits.

Operating expenses in General Fund exceed last year by \$27k at this time. Expenditures for 2014 can be booked up to 60 days. Expenses are within the budget at this time.

**Special Revenue Funds**

Capital Projects Fund- Expenditures this year total \$131k for various storm water projects and lake maintenance. Expenditures are below the budget amounts due to the projects being pushed into the next fiscal year.

A-Tax Fund - Expenditures this year total \$545k for beach events, police patrol and advertising with the Grand Strand Chamber of Commerce. Revenue for the quarter ending June 30 will be received in late August.

Hospitality Fund- Hospitality collections are below last year. This will increase as the June taxes are collected in July.

Local A-Tax Fund - Revenue collected in July will be reflected in June.

**Enterprise Funds**

Pier Fund- Revenue from admissions and rent to the Pier total \$255k this year which exceeds prior year by \$69k. Parking has netted the pier \$77k, but Lanier has not billed for June.

Sanitation Fund - Revenue year to date exceeds prior year by \$180k. Depreciation has to be computed.

Other - Lanier Parking: Page 7

Parking and citation revenue collected by Lanier totals \$330k. The Lanier bill for June has not been received to reflect the expenses for the year.

Finance will be preparing for the annual audit scheduled to start on August 11, 2014.

**Town of Surfside Beach  
General Fund  
Summary Financial Information  
Period Ending June 30, 2014**

| Lanier June Expenses to be booked  |                   |                     |                     |                        |                     |                     |
|--|-------------------|---------------------|---------------------|------------------------|---------------------|---------------------|
| Other revenues and expenditures to be booked                                 |                   |                     |                     |                        |                     |                     |
| Revenue  | June<br>2014      | YTD<br>FY 2013-14   | FY 13-14<br>Budget  | Over/(Under)<br>Budget | June<br>2013        | YTD<br>FY 2012-13   |
| Property Taxes   | \$ 15,453         | \$ 2,466,122        | \$ 2,367,600        | \$ 98,522              | \$ (1,728)          | \$ 2,143,555        |
| Licenses & Permits   | 678,248           | 1,477,661           | 1,513,000           | (35,339)               | 787,030             | 1,653,590           |
| Franchise Fees   | 27,206            | 460,202             | 599,060             | (138,858)              | 168,389             | 586,016             |
| Fines  | 16,943            | 163,321             | 168,000             | (4,679)                | 15,039              | 160,154             |
| Interest   | 451               | 3,947               | 5,000               | (1,053)                | 147                 | 2,660               |
| Intergovernmental  | 5,599             | 223,941             | 288,960             | (65,019)               | 196,826             | 498,310             |
| Recreation Revenue   | 5,243             | 21,661              | 18,500              | 3,161                  | 5,470               | 24,533              |
| Other Revenue  | 26,557            | 324,352             | 252,493             | 71,859                 | 9,495               | 127,761             |
| Lanier Parking   | 43,916            | 223,480             | 172,000             | 51,480                 | -                   | -                   |
| Other Financing Sources  | 83,550            | 685,118             | 693,856             | (8,738)                | 126,199             | 788,342             |
| <b>Total Revenue</b>   | <b>\$ 903,166</b> | <b>\$ 6,049,805</b> | <b>\$ 6,078,469</b> | <b>\$ (28,664)</b>     | <b>\$ 1,306,867</b> | <b>\$ 5,984,921</b> |
| <b>Expenditures</b>  |                   |                     |                     |                        |                     |                     |
| <b>Salaries &amp; Benefits</b>   |                   |                     |                     |                        |                     |                     |
| Salaries   | \$ 309,778        | \$ 2,857,532        | \$ 2,845,427        | \$ 12,105              | \$ 304,141          | \$ 2,749,745        |
| Benefits   | 83,609            | 1,092,418           | 1,156,032           | (63,614)               | 104,015             | 1,028,949           |
| <b>Total Salaries &amp; Benefits</b>   | <b>\$ 393,387</b> | <b>\$ 3,949,950</b> | <b>\$ 4,001,459</b> | <b>\$ (51,509)</b>     | <b>\$ 408,156</b>   | <b>\$ 3,778,694</b> |
| <b>Operating Expenditures</b>  |                   |                     |                     |                        |                     |                     |
| Administration   | \$ 12,627         | \$ 86,667           | \$ 160,895          | \$ (74,228)            | \$ 5,885            | \$ 98,466           |
| Finance  | 6,578             | 66,977              | 68,250              | (1,273)                | 2,302               | 58,326              |
| Court  | 4,011             | 41,221              | 46,830              | (5,609)                | 3,077               | 34,852              |
| Facilities   | 1,303             | 34,044              | 31,295              | 2,749                  | 2,226               | 31,127              |
| Police   | 46,312            | 316,635             | 316,787             | (152)                  | 34,249              | 274,837             |
| Fire   | 6,739             | 166,289             | 166,203             | 86                     | 17,375              | 143,784             |
| Building & Zoning  | 1,678             | 35,114              | 42,090              | (6,976)                | 3,939               | 56,069              |
| Grounds  | 10,226            | 86,645              | 88,830              | (2,185)                | 15,814              | 64,083              |
| Public Works   | 30,217            | 248,037             | 231,550             | 16,487                 | 222,144             | 430,450             |
| Fleet Maintenance  | (1,390)           | 30,082              | 30,710              | (628)                  | 244                 | 23,965              |
| Recreation & Special Events  | 12,660            | 138,546             | 144,820             | (6,274)                | 6,350               | 100,005             |
| Meters-Lanier  | 935               | 96,626              | 133,920             | (37,294)               | -                   | -                   |
| Non Departmental   | 4,340             | 88,855              | 91,200              | (2,345)                | 8,661               | 92,307              |
| <b>Total Operating Expenditures</b>  | <b>\$ 136,236</b> | <b>\$ 1,435,738</b> | <b>\$ 1,553,380</b> | <b>\$ (117,642)</b>    | <b>\$ 322,266</b>   | <b>\$ 1,408,271</b> |
| <b>Net Revenue/(Expenditures) Before Debt<br/>&amp; Capital Expenditures</b> | <b>\$ 373,543</b> | <b>\$ 664,117</b>   | <b>\$ 523,630</b>   | <b>\$ 140,487</b>      | <b>\$ 576,445</b>   | <b>\$ 797,956</b>   |
| <b>Debt and Capital Expenditures</b>   |                   |                     |                     |                        |                     |                     |
| Debt Service   | \$ -              | \$ 88,108           | \$ 88,098           | \$ 10                  | \$ -                | \$ 518,499          |
| Capital Replacement  | 11,904            | 85,797              | 80,725              | 5,072                  | 8,159               | 315,860             |
| Capital Improvements   | -                 | -                   | -                   | -                      | 6,500               | 48,082              |
| Transfer to Hospitality  | -                 | -                   | -                   | -                      | -                   | 19,519              |
| <b>Total Debt and Capital Expenditures</b>                                   | <b>\$ 11,904</b>  | <b>\$ 173,905</b>   | <b>\$ 168,823</b>   | <b>\$ 5,082</b>        | <b>\$ 14,659</b>    | <b>\$ 901,960</b>   |
| <b>Total Expenditures</b>  | <b>\$ 541,527</b> | <b>\$ 5,559,593</b> | <b>\$ 5,723,662</b> | <b>\$ (164,069)</b>    | <b>\$ 745,081</b>   | <b>\$ 6,088,925</b> |
| <b>Net Change in Fund Balance</b>  | <b>\$ 361,639</b> | <b>\$ 490,212</b>   | <b>\$ 354,807</b>   | <b>\$ 135,405</b>      | <b>\$ 561,786</b>   | <b>\$ (104,004)</b> |
| <b>Beginning Fund Balance 7/01/2013</b>                                      |                   | <b>\$ 3,362,128</b> | <b>\$ 3,362,128</b> |                        |                     |                     |
| <b>Ending Fund Balance</b>   |                   | <b>\$ 3,852,340</b> | <b>\$ 3,716,935</b> |                        |                     |                     |

**Town of Surfside Beach  
Finance Department Report  
June 30, 2014**

**June Revenues to be booked**

| General Fund                                       | June<br>2014      | YTD<br>FY 13-14     | FY 13-14<br>Budget  | Over (Under)<br>Budget | June<br>2013        | YTD<br>FY 12-13     |
|--|-------------------|---------------------|---------------------|------------------------|---------------------|---------------------|
| <b>Property Taxes</b>                              |                   |                     |                     |                        |                     |                     |
| Current Property Taxes                             | \$ 13,760         | \$ 2,401,393        | \$ 2,343,600        | \$ 57,793              | \$ (2,223)          | \$ 2,082,840        |
| Motor Carrier Taxes                                | 1,055             | 35,665              | 4,000               | 31,665                 | 30                  | 3,445               |
| Penalties & Prior Year Taxes                       | 638               | 29,064              | 20,000              | 9,064                  | 465                 | 57,270              |
|  | <b>\$ 15,453</b>  | <b>\$ 2,466,122</b> | <b>\$ 2,367,600</b> | <b>\$ 98,522</b>       | <b>\$ (1,728)</b>   | <b>\$ 2,143,555</b> |
| <b>Licenses and Permits</b>                        |                   |                     |                     |                        |                     |                     |
| Business Licenses - Local                          | \$ 117,798        | \$ 674,963          | \$ 685,000          | \$ (10,037)            | \$ 139,246          | \$ 690,437          |
| Business Licenses - MASC                           | 554,554           | 653,572             | 700,000             | (46,428)               | 640,500             | 844,813             |
| Animal Licenses                                    | 340               | 2,055               | 3,000               | (945)                  | 540                 | 2,130               |
| Building Permits                                   | 5,556             | 147,071             | 125,000             | 22,071                 | 6,744               | 116,210             |
|  | <b>\$ 678,248</b> | <b>\$ 1,477,661</b> | <b>\$ 1,513,000</b> | <b>\$ (35,339)</b>     | <b>\$ 787,030</b>   | <b>\$ 1,653,590</b> |
| <b>Franchise Fees</b>                              |                   |                     |                     |                        |                     |                     |
| Santee Cooper (Bi-Annual)                          | \$ -              | \$ 142,948          | \$ 265,000          | \$ (122,052)           | \$ 112,007          | \$ 250,248          |
| GSW&SA (Monthly Instalments)                       | 17,381            | 208,574             | 199,000             | 9,574                  | 16,620              | 199,441             |
| Time Warner (Quarterly)                            | -                 | 98,088              | 125,000             | (26,912)               | 32,504              | 127,496             |
| HTC  | -                 | 767                 | 460                 | 307                    | 207                 | 780                 |
| Franchise Fees(Beach Services)                     | 1,000             | 1,000               | -                   | 1,000                  | -                   | 1,000               |
| SCANA (Annual)                                     | 8,825             | 8,825               | 9,600               | (775)                  | 7,051               | 7,051               |
|  | <b>\$ 27,206</b>  | <b>\$ 460,202</b>   | <b>\$ 599,060</b>   | <b>\$ (138,858)</b>    | <b>\$ 168,389</b>   | <b>\$ 586,016</b>   |
| <b>Fines and Forfeits</b>                          |                   |                     |                     |                        |                     |                     |
| Police Fines                                       | \$ 13,926         | \$ 136,063          | \$ 140,000          | \$ (3,937)             | \$ 12,111           | \$ 120,088          |
| Victims Assistance                                 | 2,636             | 23,953              | 28,000              | (4,047)                | 2,392               | 23,885              |
| Parking Fines                                      | 381               | 3,305               | -                   | 3,305                  | 536                 | 16,181              |
|  | <b>\$ 16,943</b>  | <b>\$ 163,321</b>   | <b>\$ 168,000</b>   | <b>\$ (4,679)</b>      | <b>\$ 15,039</b>    | <b>\$ 160,154</b>   |
| <b>Interest</b>                                    |                   |                     |                     |                        |                     |                     |
|  | <b>\$ 451</b>     | <b>\$ 3,947</b>     | <b>\$ 5,000</b>     | <b>\$ (1,053)</b>      | <b>\$ 147</b>       | <b>\$ 2,660</b>     |
| <b>Intergovernmental Revenues</b>                  |                   |                     |                     |                        |                     |                     |
| Aid - Local Government Fund                        | \$ -              | \$ 65,000           | \$ 75,000           | \$ (10,000)            | \$ 17,774           | \$ 82,783           |
| Alcohol Permits                                    | -                 | 6,750               | 33,000              | (26,250)               | 30,800              | 38,801              |
| Homestead Exemption                                | -                 | 38,487              | 36,000              | 2,487                  | -                   | 37,618              |
| Merchants Inventory                                | -                 | 8,341               | 11,120              | (2,779)                | 2,780               | 11,121              |
| Government Grants                                  | 5,599             | 10,798              | 12,140              | (1,342)                | 115,968             | 201,070             |
| H.C. Recreation Dept.                              | -                 | 11,707              | 11,700              | 7                      | -                   | 11,706              |
| H.C. Road Maintenance                              | -                 | 82,858              | 110,000             | (27,142)               | 29,504              | 115,211             |
|  | <b>\$ 5,599</b>   | <b>\$ 223,941</b>   | <b>\$ 288,960</b>   | <b>\$ (65,019)</b>     | <b>\$ 196,826</b>   | <b>\$ 498,310</b>   |
| <b>Other Revenue-Spec Events/Rec</b>               |                   |                     |                     |                        |                     |                     |
| Miscellaneous Revenues                             | 5,243             | 21,661              | 18,500              | 3,161                  | 5,470               | 24,533              |
|  | <b>\$ 5,243</b>   | <b>\$ 21,661</b>    | <b>\$ 18,500</b>    | <b>\$ 3,161</b>        | <b>\$ 5,470</b>     | <b>\$ 24,533</b>    |
| <b>Other Revenue</b>                               |                   |                     |                     |                        |                     |                     |
| Miscellaneous Revenues                             | 25,872            | 96,967              | 37,255              | 59,712                 | 9,495               | 27,471              |
| Sale of Fixed Assets                               | -                 | 22,750              | 18,635              | 4,115                  | 15,494              | 19,994              |
| Insurance Proceeds                                 | 685               | 19,610              | 11,577              | 8,033                  | -                   | -                   |
| Franchisee Reimbursement                           | -                 | 185,025             | 185,026             | (1)                    | 44,385              | 80,296              |
|  | <b>\$ 26,557</b>  | <b>\$ 324,352</b>   | <b>\$ 252,493</b>   | <b>\$ 71,859</b>       | <b>\$ 69,374</b>    | <b>\$ 127,761</b>   |
| <b>Lanier Revenue</b>                              |                   |                     |                     |                        |                     |                     |
| Parking Meters-Lanier                              | \$ 39,063         | \$ 180,030          | \$ 140,000          | \$ 40,030              | \$ -                | \$ -                |
| Parking Citations-Lanier                           | 4,853             | 43,450              | 32,000              | 11,450                 | -                   | -                   |
|  | <b>\$ 43,916</b>  | <b>\$ 223,480</b>   | <b>\$ 172,000</b>   | <b>\$ 51,480</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Other Financing Sources</b>                     |                   |                     |                     |                        |                     |                     |
| Sanitation Fund                                    | \$ 25,000         | \$ 100,000          | \$ 100,000          | \$ -                   | \$ 45,375           | \$ 100,000          |
| Accommodations Tax Fund                            | -                 | 44,653              | 46,250              | (1,597)                | 14,252              | 54,495              |
| Interest Revenue Pier Enterprise                   | -                 | 16,096              | 14,710              | 1,386                  | (9,193)             | 25,564              |
| Pier Enterprise                                    | 9,350             | 37,400              | 37,400              | -                      | 16,422              | 30,477              |
| Trans from Hospitality                             | 37,500            | 298,169             | 306,696             | (8,527)                | -                   | 441,880             |
| Local Accommodations Tax Fund                      | 2,000             | 150,000             | 150,000             | -                      | -                   | 135,926             |
| Trans A-Tax Contractual Services                   | 9,700             | 38,800              | 38,800              | -                      | -                   | -                   |
| Total Other Financing Sources                      | <b>\$ 83,550</b>  | <b>\$ 685,118</b>   | <b>\$ 693,856</b>   | <b>\$ (8,738)</b>      | <b>\$ 66,856</b>    | <b>\$ 788,342</b>   |
| <b>Total Revenue &amp; Other Financing Sources</b> | <b>\$ 903,166</b> | <b>\$ 6,049,805</b> | <b>\$ 6,078,469</b> | <b>\$ (28,664)</b>     | <b>\$ 1,307,403</b> | <b>\$ 5,984,921</b> |

**Town of Surfside Beach  
Capital Projects Fund  
June 30, 2014**

| <b>Capital Projects Fund</b>            | <b>June<br/>2014</b> | <b>YTD<br/>FY 13-14</b> | <b>FY13-14<br/>Budget</b> | <b>Over (Under)<br/>Budget</b> | <b>June<br/>2013</b> | <b>YTD<br/>FY 12-13</b> |
|---|----------------------|-------------------------|---------------------------|--------------------------------|----------------------|-------------------------|
| <b>Revenue</b>                          |                      |                         |                           |                                |                      |                         |
| Property Taxes                          | \$ 379               | \$ 63,158               | \$ 60,200                 | \$ 2,958                       | \$ 1,917             | \$ 303,054              |
| Interest                                | 93                   | 1,115                   | -                         | 1,115                          | 77                   | 989                     |
| Misc/Reimbursement                      |                      | 525                     | -                         | 525                            | -                    | -                       |
| <b>Total Revenue</b>                    | <b>\$ 472</b>        | <b>\$ 64,798</b>        | <b>\$ 60,200</b>          | <b>\$ 4,598</b>                | <b>\$ 1,994</b>      | <b>\$ 304,043</b>       |
| Transfer in for Beach Renourishment     | \$ 50,000            | \$ 50,000               |                           |                                |                      |                         |
| <b>Expenditures</b>                     |                      |                         |                           |                                |                      |                         |
| Lakes - Maint. & Enhancements           | \$ 1,540             | \$ 17,747               | \$ 20,500                 | \$ (2,753)                     | \$ 3,871             | \$ 21,815               |
| Water Quality/NPDES                     | 605                  | 16,242                  | 34,875                    | (18,633)                       | 665                  | 35,474                  |
| Storm water Improvements                | 7,697                | 97,534                  | 539,000                   | (441,466)                      |                      |                         |
| <b>Total Expenditures</b>               | <b>\$ 9,842</b>      | <b>\$ 131,523</b>       | <b>\$ 594,375</b>         | <b>\$ (462,852)</b>            | <b>\$ 4,536</b>      | <b>\$ 57,289</b>        |
| <b>Net Change in Fund Balance</b>       | <b>\$ 40,630</b>     | <b>\$ (16,725)</b>      | <b>\$ (534,175)</b>       | <b>\$ 467,450</b>              | <b>\$ (2,542)</b>    | <b>\$ 246,754</b>       |
| <b>Beginning Fund Balance 7/01/2013</b> |                      | <b>\$ 596,668</b>       | <b>\$ 596,668</b>         |                                |                      |                         |
| <b>Ending Fund Balance</b>              |                      | <b>\$ 579,943</b>       | <b>\$ 62,493</b>          |                                |                      |                         |

Town of Surfside Beach  
June 30, 2014  
Special Revenue Funds

Accommodations Fund

June Revenue to be booked

|                                  | June<br>2014 | YTD<br>2013-2014 | FY 13-14<br>Budget | Over (Under)<br>Budget | June<br>2013 | YTD<br>2012-2013 |
|----------------------------------|--------------|------------------|--------------------|------------------------|--------------|------------------|
| Revenue                          |              |                  |                    |                        |              |                  |
| Accommodations Tax               | \$ -         | \$ 418,070       | \$ 450,000         | \$ (31,930)            | \$ 174,440   | \$ 614,904       |
| Special Events/Donations         | -            | 4,127            | -                  | 4,127                  | -            | 3,543            |
| Interest Income                  | 9            | 395              | 200                | 195                    | 16           | 396              |
| Total Revenues                   | \$ 9         | \$ 422,592       | \$ 450,200         | \$ (27,608)            | \$ 174,456   | \$ 618,843       |
| Expenditures                     |              |                  |                    |                        |              |                  |
| Police                           | \$ 16,354    | \$ 114,367       | \$ 120,134         | \$ (5,767)             | \$ 61,134    | \$ 142,621       |
| Fire                             | 7,120        | 38,326           | 43,500             | (5,174)                | -            | -                |
| Public Works                     | 3,374        | 52,564           | 50,000             | 2,564                  | (461)        | 61,219           |
| Utilities                        | 650          | 6,950            | 8,500              | (1,550)                | -            | -                |
| Special Events                   | 4,737        | 45,140           | 48,140             | (3,000)                | 10,430       | 61,612           |
| Grants & Materials & Supplies    | -            | 5,200            | 11,000             | (5,800)                | -            | 9,000            |
| Fireworks Display                | -            | 25,000           | 25,000             | -                      | -            | 25,000           |
| Advertising & Promotion          | -            | 6,900            | 18,435             | (11,535)               | -            | 6,670            |
| Advertising - MB Chamber (30%)   | -            | 117,921          | 121,125            | (3,204)                | 85,514       | 176,970          |
| Trans to General Contractual     | -            | 29,100           | 38,800             | (9,700)                | -            | -                |
| Trans to Beach Renourishment     | 50,000       | 50,000           | 50,000             | -                      | -            | -                |
| Transfer to Gen Fund             | 9,700        | 54,354           | 46,250             | 8,104                  | 54,495       | 54,495           |
| Total Expenditures               | \$ 91,935    | \$ 545,822       | \$ 580,884         | \$ (35,062)            | \$ 211,112   | \$ 537,587       |
| Net Change in Fund Balance       | \$ (91,926)  | \$ (123,230)     | \$ (130,684)       | \$ 7,454               | \$ (36,656)  | \$ 81,256        |
| Beginning Fund Balance 7/01/2013 |              | \$ 142,276       | \$ 142,276         |                        |              |                  |
| Ending Fund Balance              |              | \$ 19,046        | \$ 11,592          |                        |              |                  |

Hospitality Fund

|                                  | June<br>2014 | YTD<br>2013-2014 | FY 13-14<br>Budget | Over (Under)<br>Budget | June<br>2013 | YTD<br>2012-2013 |
|----------------------------------|--------------|------------------|--------------------|------------------------|--------------|------------------|
| Revenue                          |              |                  |                    |                        |              |                  |
| Hospitality Fees                 | \$ 61,665    | \$ 591,934       | \$ 625,000         | \$ (33,066)            | \$ 165,491   | \$ 667,065       |
| Meter Revenue                    | -            | -                | -                  | -                      | 30,612       | 129,763          |
| Logo/Promotion Sales/Misc        | -            | -                | -                  | -                      | 100          | 2,764            |
| Other Revenue (Grants/Donations) | -            | -                | -                  | -                      | -            | 12,066           |
| Interest Income                  | 50           | 787              | 200                | 587                    | 77           | 2,606            |
| Transfer from G.F. Parking fines | -            | -                | -                  | -                      | -            | -                |
| Total Revenues                   | \$ 61,715    | \$ 592,721       | \$ 625,200         | \$ (32,479)            | \$ 196,280   | \$ 814,264       |
| Expenditures                     |              |                  |                    |                        |              |                  |
| Police                           | \$ 1,444     | \$ 101,201       | \$ 105,310         | \$ (4,109)             | \$ 11,770    | \$ 107,093       |
| Meters                           | -            | -                | -                  | -                      | 12,715       | 287,963          |
| Fire                             | 12,573       | 102,160          | 98,800             | 3,360                  | -            | 16,219           |
| Grounds                          | 37,180       | 60,018           | 111,700            | (51,682)               | 9,566        | 31,857           |
| Recreation                       | 88           | 1,642            | 3,200              | (1,558)                | 1,019        | 27,069           |
| Professional Services            | -            | 20,490           | 25,000             | (4,510)                | -            | -                |
| Transfer to Pier                 | -            | 47,960           | 47,960             | -                      | 375,000      | 375,000          |
| Transfer to General Fund         | 37,500       | 298,169          | 306,696            | (8,527)                | -            | 422,360          |
| Total Expenditures               | \$ 88,785    | \$ 631,640       | \$ 698,666         | \$ (67,026)            | \$ 410,070   | \$ 1,267,561     |
| Net Change in Fund Balance       | \$ (27,070)  | \$ (38,919)      | \$ (73,466)        | \$ 34,547              | \$ (213,790) | \$ (453,297)     |
| Beginning Fund Balance 7/01/2013 |              | \$ 369,888       | \$ 369,888         |                        |              |                  |
| Ending Fund Balance              |              | \$ 330,969       | \$ 296,422         |                        |              |                  |

Local Accommodations Fund

|                                  | June<br>2014 | YTD<br>2013-2014 | FY 13-14<br>Budget | Over (Under)<br>Budget | June<br>2013 | YTD<br>2012-2013 |
|----------------------------------|--------------|------------------|--------------------|------------------------|--------------|------------------|
| Revenue                          |              |                  |                    |                        |              |                  |
| Local Accommodations Tax         | \$ 11,243    | \$ 123,227       | \$ 150,000         | \$ (26,773)            | \$ 39,591    | \$ 150,517       |
| Interest Income                  | 2            | 39               | -                  | 39                     | 6            | 220              |
| Total Revenues                   | \$ 11,245    | \$ 123,266       | \$ 150,000         | \$ (26,734)            | \$ 39,597    | \$ 150,737       |
| Expenditures                     |              |                  |                    |                        |              |                  |
| Transfer to General Fund         | \$ 2,000     | \$ 150,000       | \$ 150,000         | -                      | -            | \$ 135,926       |
| Net Change in Fund Balance       | \$ 9,245     | \$ (26,734)      | \$ -               | \$ (26,734)            | \$ 39,597    | \$ 14,811        |
| Beginning Fund Balance 7/01/2013 |              | \$ 46,685        |                    |                        |              |                  |
| Ending Fund Balance              |              | \$ 19,951        |                    |                        |              |                  |

Town of Surfside Beach  
June 30, 2014  
Enterprise Funds

Pier Enterprise Fund

Lanier expenses to be booked

|   | June<br>2014     | YTD<br>2013-2014    | FY 13-14<br>Budget  | Over (Under)<br>Budget | June<br>2013      | YTD<br>2012-2013  |
|---|------------------|---------------------|---------------------|------------------------|-------------------|-------------------|
| <b>Revenue</b>                                  |                  |                     |                     |                        |                   |                   |
| Income Rents/Leases                             | \$ 22,166        | \$ 79,827           | \$ 80,000           | \$ (173)               | \$ 22,506         | \$ 74,775         |
| Other Income-Admissions                         | 9,226            | 50,633              | 50,000              | 633                    | 11,909            | 48,126            |
| Other Income-Fishing                            | 30,418           | 124,926             | 112,000             | 12,926                 | 25,656            | 107,555           |
| Meter Income-Lanier                             | 19,963           | 90,797              | 75,000              | 15,797                 | 12,419            | 54,587            |
| Parking Fines-Lanier                            | 1,925            | 15,335              | 17,000              | (1,665)                | 1,100             | 3,255             |
| Interest Income                                 | -                | -                   | -                   | -                      | 15                | 758               |
| Miscellaneous Income                            | 120              | 297                 | -                   | -                      | (12,764)          | (11,653)          |
| Transfer from Hospitality                       | -                | 47,960              | 47,960              | -                      | 375,000           | 375,000           |
| <b>Total Revenues</b>                           | <b>\$ 83,818</b> | <b>\$ 409,775</b>   | <b>\$ 381,960</b>   | <b>\$ 27,518</b>       | <b>\$ 435,841</b> | <b>\$ 652,403</b> |
| <b>Expenses</b>                                 |                  |                     |                     |                        |                   |                   |
| Operating Expenses                              | \$ -             | \$ 20,112           | \$ 17,700           | \$ 2,412               | \$ 2,400          | \$ 24,911         |
| Lanier(Operating)                               | 718              | 28,507              | 25,000              | -                      | 2,796             | 11,527            |
| Bank Fees(Lanier)                               | 301              | 1,517               | -                   | -                      | 136               | 310               |
| Depreciation Expense                            | -                | 85,460              | 115,000             | (29,540)               | 83,495            | 83,495            |
| Interest Expense (Loan)                         | -                | 16,096              | 14,710              | 1,386                  | 7,229             | 25,564            |
| Transfer General Fund                           | 9,350            | 37,400              | 37,400              | -                      | -                 | 30,477            |
| <b>Total Expenses</b>                           | <b>\$ 10,369</b> | <b>\$ 189,092</b>   | <b>\$ 209,810</b>   | <b>\$ (25,742)</b>     | <b>\$ 96,056</b>  | <b>\$ 176,284</b> |
| <b>Change in Net Position</b>                   | <b>\$ 73,449</b> | <b>\$ 220,683</b>   | <b>\$ 172,150</b>   | <b>\$ 53,260</b>       | <b>\$ 339,785</b> | <b>\$ 476,119</b> |
| <b>Total Net Position - Beginning 7/01/2013</b> |                  | <b>\$ 2,084,888</b> | <b>\$ 2,084,888</b> |                        |                   |                   |
| <b>Total Net Position - Ending</b>              |                  | <b>\$ 2,305,571</b> | <b>\$ 2,257,038</b> |                        |                   |                   |

Sanitation Fund

Depreciation to be booked

|   | June<br>2014      | YTD<br>2013-2014    | Fy 2013-14<br>Budget | Over (Under)<br>Budget | June<br>2013       | YTD<br>2012-2013    |
|---|-------------------|---------------------|----------------------|------------------------|--------------------|---------------------|
| <b>Revenue</b>                                  |                   |                     |                      |                        |                    |                     |
| Sanitation Fees                                 | \$ 136,267        | \$ 1,352,200        | \$ 1,256,000         | \$ 96,200              | \$ 136,785         | \$ 1,171,778        |
| Grants, Gain/(Loss) on sale of F/A              | 200               | 2,841               | 1,700                | 1,141                  | 882                | 3,543               |
| Interest Income                                 | 129               | 1,392               | 2,800                | (1,408)                | 82                 | 2,101               |
| <b>Total Revenues</b>                           | <b>\$ 136,596</b> | <b>\$ 1,356,433</b> | <b>\$ 1,260,500</b>  | <b>\$ 95,933</b>       | <b>\$ 137,749</b>  | <b>\$ 1,177,422</b> |
| <b>Expenses</b>                                 |                   |                     |                      |                        |                    |                     |
| Salaries & Operating Expenses                   | \$ 74,535         | \$ 926,843          | \$ 945,711           | \$ (18,868)            | \$ 83,729          | \$ 912,492          |
| Depreciation Expense                            | -                 | 101,250             | 135,000              | (33,750)               | 81,946             | 81,946              |
| Transfer to General Fund                        | 25,000            | 100,000             | 100,000              | -                      | 45,375             | 100,000             |
| <b>Total Expenses</b>                           | <b>\$ 99,535</b>  | <b>\$ 1,128,093</b> | <b>\$ 1,180,711</b>  | <b>\$ (52,618)</b>     | <b>\$ 211,050</b>  | <b>\$ 1,094,438</b> |
| <b>Change in Net Position</b>                   | <b>\$ 37,061</b>  | <b>\$ 228,340</b>   | <b>\$ 79,789</b>     | <b>\$ 148,551</b>      | <b>\$ (73,301)</b> | <b>\$ 82,984</b>    |
| <b>Total Net Position - Beginning 7/01/2013</b> |                   | <b>\$ 1,345,375</b> | <b>\$ 1,345,375</b>  |                        |                    |                     |
| <b>Total Net Position - Ending</b>              |                   | <b>\$ 1,573,715</b> | <b>\$ 1,493,926</b>  |                        |                    |                     |

| Town of Surfside Beach                              |                      |                  |               |                |            |                        |                     |              |               |               |
|---|----------------------|------------------|---------------|----------------|------------|------------------------|---------------------|--------------|---------------|---------------|
| Parking   |                      |                  |               |                |            |                        |                     |              |               |               |
| 2013-2014 Fiscal Year 2013-2014 July 2013-June 2014 |                      |                  |               |                |            |                        |                     |              |               |               |
| To be booked  |                      |                  |               |                |            |                        |                     |              |               |               |
|   | Meter/Paystn Revenue | Citation Revenue | Total Revenue | Lanier Charges | Net Lanier | Other parking Expenses | Net Revenue Parking | Season YTD   | Lanier Budget | Var to Budget |
| 2014  |                      |                  |               |                |            |                        |                     |              | YR 2014       | Month         |
| January   | \$ -                 | \$ 1,075         | \$ 1,075      | \$ 4,747       | \$ (3,672) | \$ -                   | \$ (3,672)          | \$ (3,672)   | \$ (3,275)    | (397)         |
| February  | -                    | 3,125            | 3,125         | 6,373          | (3,248)    | 237                    | (3,485)             | (7,157)      | (6,230)       | 2,982         |
| March   | 7,897                | 4,175            | 12,072        | 11,519         | 553        | 20,182 *               | (19,629)            | (26,786)     | (6,300)       | 6,853         |
| April   | 24,280               | 4,725            | 29,005        | 14,259         | 14,746     | 799                    | 13,947              | (12,839)     | 6,145         | 8,601         |
| May   | 37,290               | 5,525            | 42,815        | 15,260         | 27,555     | 1,327                  | 26,228              | 13,389       | 21,205        | 6,350         |
| June  | 59,026               | 6,778            | 65,804        | -              | 65,804     | 1,336                  | 64,468              | 77,857       | 38,635        | 27,169        |
| 2013  |                      |                  |               |                |            |                        |                     |              | YR 2013       | Month         |
| July  | 63,050               | 7,775            | 70,825        | 15,448         | 55,377     | 1,042                  | 54,335              | 53,248       | 53,248        | 2,129         |
| August  | 43,328               | 7,978            | 51,306        | 13,738         | 37,568     | 2,747                  | 34,821              | 31,956       | 31,956        | 5,612         |
| September   | 22,694               | 7,879            | 30,573        | 13,239         | 17,334     | 1,176                  | 16,158              | 16,158       | 5,460         | 11,874        |
| October   | 13,264               | 5,801            | 19,065        | 12,026         | 7,039      | 622                    | 6,417               | 6,417        | 6,220         | 819           |
| November  | -                    | 2,775            | 2,775         | 4,536          | (1,761)    | 248                    | (2,009)             | (2,009)      | (3,986)       | 2,225         |
| December  | -                    | 1,175            | 1,175         | 5,312          | (4,137)    | 41                     | (4,178)             | (4,178)      | (4,518)       | 381           |
| Season 2014   | \$ 128,493           | \$ 25,403        | \$ 153,896    | \$ 52,158      | \$ 101,738 | \$ 23,881              | \$ 77,857           | \$ 77,857    | \$ 50,180     | \$ 51,558     |
| FYTD 13-14  | \$ 270,829           | \$ 58,786        | \$ 329,615    | \$ 116,457     | \$ 213,158 | \$ 29,757              | \$ 183,401          | \$ 183,401   | \$ 138,560    | \$ 74,597     |
|   |                      |                  |               |                |            |                        |                     | * Meter cost | \$ 18,742     |               |
| Pier Fund   |                      |                  |               | General Fund   |            |                        |                     | Total 2014   | Total Month   |               |
|   | Meter                | Citation         | Expenses      | Net            | Meter      | Citation               | Expenses            | Net          |               |               |
| 2014  |                      |                  |               |                |            |                        |                     |              |               |               |
| January   | \$ -                 | \$ 225           | \$ 1,424      | \$ (1,199)     | \$ -       | \$ 850                 | \$ 3,323            | \$ (2,473)   | \$ (3,672)    | \$ (3,672)    |
| February  | -                    | 1,075            | 1,959         | (884)          | -          | 2,050                  | 4,651               | (2,601)      | (7,157)       | (3,485)       |
| March   | 5,119                | 1,550            | 3,648         | 3,021          | 2,778      | 2,625 *                | 28,053              | (22,650)     | (26,786)      | (19,629)      |
| April   | 10,880               | 1,750            | 4,511         | 8,119          | 13,399     | 2,975                  | 10,546              | 5,828        | (12,839)      | 13,947        |
| May   | 12,959               | 950              | 4,978         | 8,931          | 24,331     | 4,575                  | 11,609              | 17,297       | 13,389        | 26,228        |
| June  | 19,963               | 1,925            | 401           | 21,487         | 39,063     | 4,853                  | 935                 | 42,981       | 77,857        | 64,468        |
| 2013  |                      |                  |               |                |            |                        |                     |              |               |               |
| July  | 14,220               | 1,500            | 3,298         | 12,422         | 48,830     | 6,275                  | 13,192              | 41,913       | 53,248        | 54,335        |
| August  | 12,594               | 1,675            | 3,297         | 10,972         | 30,734     | 6,303                  | 13,188              | 23,849       | 31,956        | 34,821        |
| September   | 9,278                | 1,250            | 2,883         | 7,645          | 13,416     | 6,629                  | 11,532              | 8,513        | 16,158        | 16,158        |
| October   | 5,787                | 2,275            | 2,529         | 5,533          | 7,477      | 3,525                  | 10,118              | 884          | 6,417         | 6,417         |
| November  | -                    | 925              | 957           | (32)           | -          | 1,850                  | 3,827               | (1,977)      | (3,986)       | (2,009)       |
| December  | -                    | 235              | 1,070         | (835)          | -          | 940                    | 4,283               | (3,343)      | (4,518)       | (4,178)       |
| Season 2014   | \$ 48,921            | \$ 7,475         | \$ 16,921     | \$ 39,475      | \$ 79,571  | \$ 17,928              | \$ 59,117           | \$ 38,382    | \$ 40,792     | \$ 77,857     |
| FYTD 13-14  | \$ 90,800            | \$ 15,335        | \$ 30,955     | \$ 75,180      | \$ 180,028 | \$ 43,450              | \$ 115,257          | \$ 108,221   | \$ 40,792     | \$ 183,401    |

# **PUBLIC WORKS MONTHLY REPORT**

## **JUNE 19<sup>TH</sup> – JULY 16<sup>TH</sup>, 2014**

### **SANITATION DIVISION (FTEs – 9)**

**Residential Service** – Three carts were delivered once the certificates of occupancy were issued; one cart was delivered per owner request. Two carts were repaired and ten carts were replaced. Sanitation supervisor responded to nine calls regarding ordinance enforcement; forty-seven calls regarding late put outs and/or questions about bulk/yard debris pick up, two calls involving billing questions, twenty-five calls concerning winter and summer roll-out services, eight miscellaneous calls, and seven complaints.

**Commercial Service** – Service routes continue to be updated based on business needs. Six accounts increased dumpster pick-up service. Twelve accounts required extra pick-up services due to overflow. Supervisor explained commercial collection schedules to three new businesses (Myrtle Beach TV Repair, Brewski's Sports Bar, & Malibu of Surfside). Supervisor responded to two calls involving billing questions, four calls regarding ordinance enforcement, six miscellaneous calls and two complaints.

**Recycling News** – Fifteen carts have been delivered to town residents and business owners upon request. Supervisor responded to five miscellaneous calls with questions about recycling.

**Household Hazardous/E-Waste Drop Off** – Dates for the fall Drop Off are September 26<sup>th</sup> – 28<sup>th</sup>.

**Summer Service** – Three times a week roll out service continues until Sunday, September 7<sup>th</sup>.

In June we collected 536.69 tons of solid waste, 52.85 tons of mixed debris, 123.26 tons of yard debris, and 43.34 tons of recyclables.

Crews assisted with the 4<sup>th</sup> of July Celebration and Kids' Fair.

### **STREETS & DRAINAGE DIVISION (FTEs –8)**

**The Beach** – Swash outlets being dug out to ensure proper water flow as needed. Beach is being raked three times a week, weather permitting. Beach trash and recycle cans are being checked and serviced at least three times a week and on weekends.

#### **On-going/Special Projects:**

- Work on the 3<sup>rd</sup> Avenue South Channel Bank Stabilization project is wrapping up with fencing and seeding of right of way.
- Ditch cleaning and maintenance is being performed as scheduled throughout town.
- Crew is constructing replacement trash/recycle can holders for the beach as needed.
- Repairs and maintenance are being performed on showers at beach accesses.
- Crews assisted with the 4<sup>th</sup> of July Celebration and Kids' Fair.
- Twice a week (Tuesday & Friday) spraying for mosquitoes continues town wide, weather permitting.
- Street sweeping is being done on Mondays and Fridays, weather and time permitting.
- Thirteen reports were sent to Santee Cooper identifying street lights that were not working.
- From June 19<sup>th</sup> through July 16<sup>th</sup> Public Works assistant answered 311 incoming calls. 187 of those calls dealt with sanitation questions/concerns; 52 calls dealt with street related issue – street/drainage issues, streetlights, and questions about driveway inspections and dirt delivery; 21 calls dealt with parks/grounds issues; 19 were internal calls dealing with department and/or personnel issues and/or questions; 18 calls were received for the Public Works Director; 14 calls dealt with vendors, miscellaneous questions, wrong departments and/or telemarketers.

### **GROUNDS DIVISION (FTEs-4)**

- Ball fields are being prepared as needed for games.
- Crews assisted with the 4<sup>th</sup> of July Celebration and Kids' Fair.
- Crew installed plants & grasses around the entrance to Fuller Park and Melody Lane.
- Clean up, mowing, and mulching are being done at all Town properties.
- Debris clean up and spraying of lakes continues weekly, weather permitting.

### **FLEET MAINTENANCE DIVISION (FTE-2)**

From June 19<sup>th</sup> through July 16<sup>th</sup> our mechanics completed eighty-eight (88) repairs on Town vehicles and equipment. Nine (9) vehicles had flats repaired, and six (6) vehicles had tires replaced. Bi-weekly fleet tires checks and fire extinguisher inspections were completed on all Public Works vehicles and/or equipment. "Preventive" and "Scheduled" maintenance (consisting of lube, oil & filter changes, brake inspections, tire rotations and fluid checks) were performed on thirty-three (33) Town vehicles and/or equipment.

### **FACILITIES DIVISION (FTE-2)**

- Crew installed shelving at Town Hall.
- Crew has responded to several plumbing issues at the Police Department including replacing broken pipes and repairing water leaks.
- Crews assisted with the 4<sup>th</sup> of July Celebration.
- Cleaning and maintenance are performed at all Town properties as scheduled. Repairs are performed when necessary.

### **PIER**

- Repairs have been made to the handrails along the Pier.
- Crew has repaired sinks as well as several water leaks.

### **ADDITIONAL NOTES:**

Welcome to new Street division employee Matthew Messall.

**SPECIAL EVENTS & RECREATION DEPARTMENT  
JULY 2014 MONTHLY REPORT**

**SPECIAL EVENTS**

The 4<sup>th</sup> of July celebration was a tremendous success again this year. Entertainment was provided by Steve Fairchild as "Garth & Friends". There were ten different performers and the show continues to be a hit with the crowd. Water slides and face painting were available at no charge to the children. Tickets were given to 250 children for a free cone of ice cream from Pier Outfitters. SAFER prepared and sold hamburgers and hot dogs as well as drinks and water. 4<sup>th</sup> of July shirts were purchased for \$2,479.00. Sales of the shirts were \$2,640.00. There are still a few 4<sup>th</sup> of July shirts available at Town Hall for \$5.00. Sizes are limited. The fireworks show was again fantastic and the crowd was estimated at over 30,000. A huge thank you goes to the Police Department and the Fire Department for their continued assistance with this event. Also, thank you to the crew from Public Works for their assistance.

Kids Fair was scheduled for Monday, July 14<sup>th</sup> and was postponed due to a sudden thunderstorm. It was rescheduled for Monday, July 21<sup>st</sup>. Vendors included Horry County Solid Waste Authority, Ripley's Aquarium, Children's Museum, Palace Theatre, Coastal Carolina University and Sawgrass Pediatric Dentistry. Music was provided by DJ Jeff Benton. Inflatables and face painting were available for the children. Pizza, purchased from California Pizza, drinks, and ice cream were available at no charge for the first 500 children ages 10 & under. New York Life was on site to conduct free children's ID's. Piggly Wiggly provided free slices of watermelon.

Movies After Dark continues at Martin Field. The movie for Thursday, July 10<sup>th</sup> was postponed due to strong winds. The Farmer's Market continues to be a great success averaging 20 to 24 vendors each week. Several vendors lost their tents last week from the thunderstorm.

**UPCOMING EVENTS**

1. **BEACH LUAU** – Monday, August 11<sup>th</sup> – 6 p.m. to 10 p.m. – on the beach
2. **MOVIES AFTER DARK** – Thursdays, 9 p.m. – Martin Field – June 12<sup>th</sup> thru August 14<sup>th</sup>
3. **FARMERS MARKET** – Tuesdays, 10 a.m. to 3 p.m. – T. J. "Bill" Harrison Park
4. **SUNDAY SERENADES** – Sundays, 2 p.m. to 5 p.m. – Passive Park

# Decision Paper

**Written by:** Debbie Ellis, Micki Fellner, Debra Herrmann, and Doug Samples

**1. SUBJECT: Second Reading of Ordinance #14-0782 to adopt rental fees for the Dick M. Johnson Civic Center and Floral Clubhouse**

**2. PURPOSE:** To establish rental fees for two town facilities to help cover the cleaning costs. Rental fees have never been established by ordinance for the use of the Dick M. Johnson Civic Center or Floral Clubhouse, and have never been sufficient to cover maintenance or cleaning fees.

**3. ASSUMPTIONS:**

- (a) Groups and organizations will continue to use the facilities.
- (b) By establishing fees, the fees can be used to absorb the cost of cleaning the facilities in a manner that people expect when being charged a fee.
- (c) Fees will be collected for groups as prescribed by ordinance.
- (d) Town Council desires to have the facilities used by the community at a reasonable cost

**4. FACTS:**

- (a) Town Council adopted first reading of this ordinance at the July 9, 2014 regular meeting
- (b) An amendment to the ordinance was carried to reduce the “Non-Profit Groups” rate from \$25 per day to \$15 per day; said amendment is reflected in the ordinance ([see purple lettering on draft](#))
- (c) Mr. Magliette distributed a proposed amendment to the “One-Time Rentals” via email for Town Council to consider, a copy of which is attached hereto
- (d) Town Council heard a presentation about raising fees during the April 30 and May 1 budget workshop and subsequently concurred to have an ordinance brought for consideration
- (e) Fees were not paid by a majority of users within the Civic Center
- (f) Funds were being paid (donated) for the use of the center by some organizations, but not all.
- (g) Establishing fees by ordinance will ensure that all renters pay a reasonable amount at a rate approved by Town Council

**5. IMPACT OF SUCCESS OR FAILURE:**

- (a) Failure to implement the fees will result in a significant continued shortfall in revenue to maintain and operate the facilities
- (b) Implementing the ordinance will codify the fee schedule and associated rules.
- (c) Implementing the fees will bring in additional revenue to offset cleaning costs and provide some maintenance.

**6. RECOMMENDATION:** Approve as presented.

**7. RATIONALE FOR RECOMMENDATION:** Approval of the ordinance as presented will codify fees for all users; ensure that the facilities are well maintained and sufficient revenue is generated for operation without additional expense to the town's taxpayers.



**4. Town Reserves the Right to Pre-empt Rental.** The Town of Surfside Beach reserves the right to pre-empt any regularly scheduled or one-time event for town business. In such instances, the rental fee shall be refunded, if already paid.

**5. Rental Fees and Late Penalty.**

**A. Group, Organization or Business on-going rentals.** Should any fee not be paid in accordance with the terms of this ordinance, a 20-percent late fee per month shall be applied. Failure to pay shall be deemed reasonable cause to refuse future rentals.

**B. One time rentals.** Payment for one time rentals are payable in advance.

**6. Cleaning Deposit.** A cleaning deposit of fifty (\$50) dollars per rental may be required to be paid in advance at the sole discretion of the recreation supervisor or her designee. The recreation supervisor or her designee shall have sole authority to determine whether facilities are cleaned in a manner that would warrant a refund.

**SEVERABILITY.** If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of this article, which can be given effect without the invalid provision or application, and to this end the provisions of this article are declared to be severable.

**EFFECT OF SECTION HEADINGS.** The headings or titles of the several sections hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of this ordinance.

**REPEAL AND EFFECTIVE DATE.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed. This ordinance shall take effect immediately upon approval at second reading by the Town Council of the Town of Surfside Beach, South Carolina.

**BE IT ORDERED AND ORDAINED** by the Mayor and Town Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this 22nd day of July 2014.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
David Pellegrino, Mayor Pro Tempore

\_\_\_\_\_  
Robert F. Childs, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary M. Mabry, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

\_\_\_\_\_  
Ralph Magliette, Town Council

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC, Town Clerk

## Decision Paper

Written by: Debra Herrmann

1. **SUBJECT: Approval request from Eastern Surfside Association, Inc. Surf Contest**

2. **PURPOSE: Permission request to hold Eastern Surfing Association Amateur Surf Contest for this region at the 13<sup>th</sup> Avenue South Surfside Area on Saturday and Sunday, September 6<sup>th</sup> and 7<sup>th</sup>, 2014**

3. **ASSUMPTIONS;**

- (a) The surf contest will bring tourists and spectators to the town who will stay in its accommodations and dine in its restaurants
- (b) The contest will promote the town through its advertising of the contest
- (c) The family oriented event will help promote family activities

4. **FACTS:**

- (a) Town Council approved the event for September 7<sup>th</sup> and 8<sup>th</sup> in 2013 (minutes attached)
- (b) The event was held without incident
- (c) The event usually last one day, but depending on the number of participants the second day may be necessary to complete the competition

5. **IMPACT OF SUCCESS OR FAILURE:**

- (a) Failure to approve the event will deny local accommodations and restaurant venues the opportunity to serve participants, families, and guests during the event
- (b) Success will be achieved by
  - promoting good will through participation in the Eastern Surfing Association event
  - promote another family oriented activity in the town
  - bringing event participants, their families and guests, and tourists to watch the event during the 'shoulder' tourist season

6. **RECOMMENDATION;**

- a. Approve as presented.
- b. **RATIONALE FOR RECOMMENDATION:** The ESA Surf Contest was held in September 2013 without incident and brought numerous visitors to town. It is likely the event participation and spectator base will grow annually, which in turn will support the town's businesses during the shoulder season.

**Internal Revenue Service**

**Department of the Treasury**

District  
Director

P.O. Box 1680, GPO Brooklyn, N.Y. 11202

Date: **MAY 29 1984**

Eastern Surfing Association, Inc.  
11 Adams Point Road  
Barrington, R.I. 02806

Person to Contact:  
E. Birnbaum  
Contact Telephone Number:  
(212) 330-7129

Gentlemen:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

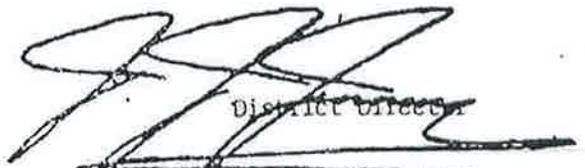
Your exempt status under section 501(c)(3) of the Code is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

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

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

cc:

Letter 1078(DO)(6-77)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/31/2014

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

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

|   |   |  |
|---|---|--|
| <b>PRODUCER</b><br><b>WESTPOINT INSURANCE GROUP</b><br><b>5920 111TH ST</b><br><b>CHICAGO RIDGE, IL 60415-2221</b><br><b>(800) 318-7709</b>   | <b>CONTACT NAME:</b><br>PHONE (A/C, No, Ext): (800) 318-7709      FAX (A/C, No): (708) 636-3915 |  |
|   | <b>E-MAIL ADDRESS:</b>  |  |
| <b>INSURED</b> SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS:<br><br><b>Eastern Surfing Association</b><br><b>P.O. Box 4736</b><br><b>Ocean City, MD 21843</b> | <b>INSURER(S) AFFORDING COVERAGE</b> NAIC #   |  |
|   | <b>INSURER A:</b> United States Fire Insurance      21113                                       |  |
|   | <b>INSURER B:</b>   |  |
|   | <b>INSURER C:</b>   |  |
|   | <b>INSURER D:</b>   |  |
|   | <b>INSURER E:</b>   |  |

**COVERAGES**      **CERTIFICATE NUMBER:** USP138778      **REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE  | ADDL INSR | SUBR WVD | POLICY NUMBER  | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                              |                |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|-------------------------------------|----------------|
| A        | <b>GENERAL LIABILITY</b>   |           |          | SRPGP-101-0413 | 02/12/2014<br>12:01 AM  | 02/12/2015<br>12:01 AM  | GENERAL AGGREGATE                   | \$2,000,000.00 |
|          | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY               |           |          |                |                         |                         | PRODUCTS - COMP/OP AGG              | \$2,000,000.00 |
|          | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR |           |          |                |                         |                         | PERSONAL & ADV INJURY               | \$1,000,000.00 |
|          |  |           |          |                |                         |                         | EACH OCCURRENCE                     | \$1,000,000.00 |
|          |  |           |          |                |                         |                         | FIRE DAMAGE (Any one fire)          | \$300,000.00   |
|          |  |           |          |                |                         |                         | MED EXP (Any one person)            | \$5,000.00     |
|          |  |           |          |                |                         |                         |                                     |                |
|          | <b>AUTOMOBILE LIABILITY</b>  |           |          |                |                         |                         | COMBINED SINGLE LIMIT (Ea accident) | \$             |
|          | <input type="checkbox"/> ANY AUTO  |           |          |                |                         |                         | BODILY INJURY (Per person)          | \$             |
|          | <input type="checkbox"/> ALL OWNED AUTOS                                       |           |          |                |                         |                         | BODILY INJURY (Per accident)        | \$             |
|          | <input type="checkbox"/> HIRED AUTO  |           |          |                |                         |                         | PROPERTY DAMAGE (Per accident)      | \$             |
|          | <input type="checkbox"/> SCHEDULED AUTOS                                       |           |          |                |                         |                         |                                     |                |
|          | <input type="checkbox"/> NON-OWNED AUTOS                                       |           |          |                |                         |                         |                                     |                |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR                            |           |          |                |                         |                         | EACH OCCURRENCE                     | \$             |
|          | <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE                        |           |          |                |                         |                         | AGGREGATE                           | \$             |
|          | DED      RETENTION \$  |           |          |                |                         |                         |                                     |                |
|          |  |           |          |                |                         |                         | EACH OCCURRENCE                     | \$             |
|          |  |           |          |                |                         |                         | GENERAL AGGREGATE                   | \$             |
|          |  |           |          |                |                         |                         | EACH OCCURRENCE                     | \$             |
|          |  |           |          |                |                         |                         | GENERAL AGGREGATE                   | \$             |
|          | <b>GL Premium</b>  |           |          |                |                         |                         |                                     | \$12,648.00    |

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

|   |   |
|---|---|
| <b>CERTIFICATE HOLDER</b><br><br>Eastern Surfing Association<br>P.O. Box 4736<br>Ocean City, MD 21843 | <b>CANCELLATION</b><br><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
|   | AUTHORIZED REPRESENTATIVE<br><br><div style="text-align: right;"><i>Francis L. Dean</i></div>   |



# ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)  
1/31/2014

|   |  |   |   |                    |
|---|--|---|---|--------------------|
| AGENCY                                    |  | CARRIER<br>United States Fire Insurance Company |   | NAIC CODE<br>21113 |
| POLICY NUMBER<br>SRPGP-101-0413/USP138778 |  | EFFECTIVE DATE<br>02/12/2014<br>12:01 AM        | NAMED INSURED(S)<br>Eastern Surfing Association |                    |

**ADDITIONAL INTEREST (Not all fields apply to all scenarios - provide only the necessary data)**

|   |  |  |                         |                |           |
|---|--|--|-------------------------|----------------|-----------|
| INTEREST<br><input checked="" type="checkbox"/> ADDITIONAL INSURED<br><input type="checkbox"/> BEACH OF WARRANTY<br><input type="checkbox"/> CO-OWNER<br><input type="checkbox"/> EMPLOYEE AS LESSOR<br><input type="checkbox"/> LEASEBACK OWNER<br><input type="checkbox"/> LIENHOLDER | <input type="checkbox"/> LOSS PAYEE<br><input type="checkbox"/> MORTGAGEE<br><input type="checkbox"/> OWNER<br><input type="checkbox"/> REGISTRANT<br><input type="checkbox"/> TRUSTEE | NAME AND ADDRESS RANK: EVIDENCE: CERTIFICATE POLICY SEND BILL                          | INTEREST IN ITEM NUMBER |                |           |
|   |  | City of Jacksonville Beach<br>2508 South Beach Parkway<br>Jacksonville Beach, FL 32250 |                         | LOCATION:      | BUILDING: |
|   |  |  |                         | VEHICLE:       | BOAT:     |
|   |  |  |                         | AIRPORT:       | AIRCRAFT: |
|   |  | REFERENCE / LOAN #:  | INTEREST END DATE:      |                |           |
|   |  | LIEN AMOUNT:   | PHONE (A/C, No, Ex):    | FAX (A/C, No): |           |

REASON FOR INTEREST: E-MAIL ADDRESS:

|   |  |   |                         |                |           |
|---|--|---|-------------------------|----------------|-----------|
| INTEREST<br><input checked="" type="checkbox"/> ADDITIONAL INSURED<br><input type="checkbox"/> BEACH OF WARRANTY<br><input type="checkbox"/> CO-OWNER<br><input type="checkbox"/> EMPLOYEE AS LESSOR<br><input type="checkbox"/> LEASEBACK OWNER<br><input type="checkbox"/> LIENHOLDER | <input type="checkbox"/> LOSS PAYEE<br><input type="checkbox"/> MORTGAGEE<br><input type="checkbox"/> OWNER<br><input type="checkbox"/> REGISTRANT<br><input type="checkbox"/> TRUSTEE | NAME AND ADDRESS RANK: EVIDENCE: CERTIFICATE POLICY SEND BILL         | INTEREST IN ITEM NUMBER |                |           |
|   |  | Town of Hempstead<br>200 North Franklin Street<br>Hempstead, NY 11550 |                         | LOCATION:      | BUILDING: |
|   |  |   |                         | VEHICLE:       | BOAT:     |
|   |  |   |                         | AIRPORT:       | AIRCRAFT: |
|   |  | REFERENCE / LOAN #:   | INTEREST END DATE:      |                |           |
|   |  | LIEN AMOUNT:  | PHONE (A/C, No, Ex):    | FAX (A/C, No): |           |

REASON FOR INTEREST: E-MAIL ADDRESS:

|   |  |  |                         |                |           |
|---|--|--|-------------------------|----------------|-----------|
| INTEREST<br><input checked="" type="checkbox"/> ADDITIONAL INSURED<br><input type="checkbox"/> BEACH OF WARRANTY<br><input type="checkbox"/> CO-OWNER<br><input type="checkbox"/> EMPLOYEE AS LESSOR<br><input type="checkbox"/> LEASEBACK OWNER<br><input type="checkbox"/> LIENHOLDER | <input type="checkbox"/> LOSS PAYEE<br><input type="checkbox"/> MORTGAGEE<br><input type="checkbox"/> OWNER<br><input type="checkbox"/> REGISTRANT<br><input type="checkbox"/> TRUSTEE | NAME AND ADDRESS RANK: EVIDENCE: CERTIFICATE POLICY SEND BILL                          | INTEREST IN ITEM NUMBER |                |           |
|   |  | Borough of Seabright Attn: Joeseph Verruni<br>1167 Ocean Avenue<br>Seabright, NJ 07760 |                         | LOCATION:      | BUILDING: |
|   |  |  |                         | VEHICLE:       | BOAT:     |
|   |  |  |                         | AIRPORT:       | AIRCRAFT: |
|   |  | REFERENCE / LOAN #:  | INTEREST END DATE:      |                |           |
|   |  | LIEN AMOUNT:   | PHONE (A/C, No, Ex):    | FAX (A/C, No): |           |

REASON FOR INTEREST: E-MAIL ADDRESS:

|   |  |   |                         |                |           |
|---|--|---|-------------------------|----------------|-----------|
| INTEREST<br><input checked="" type="checkbox"/> ADDITIONAL INSURED<br><input type="checkbox"/> BEACH OF WARRANTY<br><input type="checkbox"/> CO-OWNER<br><input type="checkbox"/> EMPLOYEE AS LESSOR<br><input type="checkbox"/> LEASEBACK OWNER<br><input type="checkbox"/> LIENHOLDER | <input type="checkbox"/> LOSS PAYEE<br><input type="checkbox"/> MORTGAGEE<br><input type="checkbox"/> OWNER<br><input type="checkbox"/> REGISTRANT<br><input type="checkbox"/> TRUSTEE | NAME AND ADDRESS RANK: EVIDENCE: CERTIFICATE POLICY SEND BILL | INTEREST IN ITEM NUMBER |                |           |
|   |  | Under Armour Inc<br>1020 Hull Street<br>Baltimore, MD 21230   |                         | LOCATION:      | BUILDING: |
|   |  |   |                         | VEHICLE:       | BOAT:     |
|   |  |   |                         | AIRPORT:       | AIRCRAFT: |
|   |  | REFERENCE / LOAN #:   | INTEREST END DATE:      |                |           |
|   |  | LIEN AMOUNT:  | PHONE (A/C, No, Ex):    | FAX (A/C, No): |           |

REASON FOR INTEREST: E-MAIL ADDRESS:

|   |  |   |                         |                |           |
|---|--|---|-------------------------|----------------|-----------|
| INTEREST<br><input checked="" type="checkbox"/> ADDITIONAL INSURED<br><input type="checkbox"/> BEACH OF WARRANTY<br><input type="checkbox"/> CO-OWNER<br><input type="checkbox"/> EMPLOYEE AS LESSOR<br><input type="checkbox"/> LEASEBACK OWNER<br><input type="checkbox"/> LIENHOLDER | <input type="checkbox"/> LOSS PAYEE<br><input type="checkbox"/> MORTGAGEE<br><input type="checkbox"/> OWNER<br><input type="checkbox"/> REGISTRANT<br><input type="checkbox"/> TRUSTEE | NAME AND ADDRESS RANK: EVIDENCE: CERTIFICATE POLICY SEND BILL                 | INTEREST IN ITEM NUMBER |                |           |
|   |  | Town of Surfside Beach<br>115 US Highway 17 North<br>Surfside Beach, SC 29575 |                         | LOCATION:      | BUILDING: |
|   |  |   |                         | VEHICLE:       | BOAT:     |
|   |  |   |                         | AIRPORT:       | AIRCRAFT: |
|   |  | REFERENCE / LOAN #:   | INTEREST END DATE:      |                |           |
|   |  | LIEN AMOUNT:  | PHONE (A/C, No, Ex):    | FAX (A/C, No): |           |

REASON FOR INTEREST: E-MAIL ADDRESS:

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.

616 meant a little bit of record keeping, so be it. That was part of the travel. Ms. Dodge said that was how  
617 she felt.  
618

619 Mayor Samples agreed with Ms. Dodge and Ms. Mabry. There were two ways of handling per  
620 diem. In the old days, councilmembers used to get reimbursed, although they could get an advance, for  
621 actual expenses. Now, there was no expense report required, and the council was awarded, it was  
622 essentially an award, of \$80 per day. He was not in favor of it when it was presented originally, and he  
623 believed the record would show he voted against it in the end, and he could guarantee them that he  
624 moved to propose a lower amount, and that was also defeated. Mayor Samples said that he did not like  
625 the language that was put in the proposed ordinance; the last sentence that states "The town shall follow  
626 Federal IRS regulations on when unspent travel days per diem is taxable income." The town has nothing  
627 to do with it; the people receiving the money were the ones that had to follow the IRS regulations. His  
628 concern was that with that language included, in this litigious society that we live in, if anybody ever got  
629 on the hook for per diem reporting that they would point to the town ordinance and the town would be the  
630 one who bore some responsibility. Mayor Samples said for the record that "I saw the administrator  
631 nodding." He believed the proposed ordinance needed some more work. While he did not like the  
632 dances and the good times that people had, there was some work that actually happened at the events,  
633 and it was a cost of doing business. They obviously had to know and network with other elected officials,  
634 and certainly in Columbia with the Legislative Delegation and that sort of thing. There was a function that  
635 was performed. Mayor Samples believed the councilmembers should only be reimbursed for expenses  
636 and he thought to award a flat rate was an abuse.  
637

638 Mr. Smith said that when the \$80 was adopted that was the number that Mayor Samples  
639 proposed, because the number presented by the then administrator was higher. The other thing about  
640 the town following the Federal IRS Regulations was that the requirement was that it be properly reported  
641 on the W-2; that was what was meant by following the regulations. This type per diem would be reported  
642 in Box 12 with a code of L on the W-2, and that was the reason for that statement.  
643

644 Mayor Samples said he stood corrected; but, he thought the principle was the same. They were  
645 proposing a higher rate. It was hard to remember everything. He still thought \$80 was too high.  
646

647 Mr. Stevens said like Ms. Kohlmann said he would have liked to have seen the information before  
648 the meeting. But, that was okay. He understood Mr. Smith's version, and he understood Ms. Mabry's  
649 version. He did not understand why the Municipal Association held its meeting in Hilton Head during  
650 peak season, but he did not make those rules. The councilmembers always needed to watch out for  
651 taxpayers' money. That was council's job. If staff could present some type of simple expense report that  
652 did not take a rocket scientist to figure out, he did not have any problem with noting expenses. He  
653 thought councilmembers should be open and transparent when they do things. He also knew if you mess  
654 around with the IRS, they would take care of you, too. Mr. Stevens thought what needed to be done was  
655 to ask Ms. Mabry if staff could present something. Council should probably go ahead with first reading,  
656 and then Ms. Mabry could make an amendment at second reading so the full council would have time to  
657 digest it.  
658

659 Mr. Smith withdrew his motion to adopt first reading saying there seemed to be a lot of confusion  
660 and discussion, and so he did not think it was appropriate to go forward. Mr. Stevens withdrew the  
661 second.  
662

663 Mayor Samples asked Ms. Mabry and Mr. Stevens if they would work together to bring a  
664 proposal. Ms. Mabry said she did not mind at all working with Mr. Stevens. Mayor Samples said that Mr.  
665 Johnson was welcome to sit on the review committee, if he wished. Mr. Johnson said he would consider  
666 it. *(Laughter.)*  
667

668 **C. Eastern Surfing Association, request to use beach on September 7 for surfing contest,**  
669 **Dr. Tom Chandler, Regional President.** Dr. Chandler presented a request from the Eastern Surfing  
670 Association (ESA,) which was the largest amateur surfing association in the United States. ESA started  
671 in 1967, and surfing contests have been held in this district for as long as he could remember. Contests

672 were held from Cherry Grove to Pawleys Island. There were six contests scheduled this year, one of  
673 which was the contest planned on September 7<sup>th</sup>, for which he was asking Town Council permission to  
674 hold in Surfside Beach. There were previous contests held in Surfside Beach, and they were always well  
675 attended. There are about 80 surfers of all ages, from 5 years old and up to middle aged individuals.  
676 ESA is a family-oriented, nonprofit association. The contests were for the kids and they were a lot of fun.  
677 His request was for the weekend of September 7<sup>th</sup>; typically the event is finished in one day, but  
678 sometimes they might run over to the next day. The contest generally starts at eight o'clock in the  
679 morning, and ends at about six o'clock in the afternoon. ESA has a beach presence of a 10 x 20 foot  
680 administrative tent, a 10 x 10 judges tent, American and South Carolina flags, and two beach flags to  
681 delineate the surfing area. While the contest is open, they try to keep other swimmers out of the area for  
682 safety reasons. They use a very small generator that provides power for the sound system and time  
683 clock. No alcohol is allowed; nothing would be done or sold for profit. Water and food would be provided  
684 for the competitors. Dr. Chandler reiterated his request for permission to hold the ESA surfing contest the  
685 weekend of September 7<sup>th</sup>.

686  
687 Mayor Samples thanked Dr. Chandler for requesting permission well in advance so that Town  
688 Council could consider it. Sometimes requests were made the weekend before an event.  
689

690 Ms. Kohlmann asked what the exact location would be on the beach; would it be 13<sup>th</sup> Avenue  
691 South to Melody Lane. She asked what the fee schedule was for the event, and if there was any cost to  
692 the town. Dr. Chandler said at 13<sup>th</sup> Avenue South and about 75 yards of the beach. The contestants  
693 have to be members of the ESA; the contest fee was \$25. There was no cost to the town. Ms. Kohlmann  
694 suggested that Dr. Chandler meet with recreation supervisor Ellis to advise her of the event. Dr.  
695 Chandler said he would do that.  
696

697 Mr. Stevens noted that insurance coverage was provided that showed coverage of \$2 million  
698 general aggregate; \$1 million products; \$1 million personal injury; \$1 million each occurrence; \$300,000  
699 fire damage, and \$5,000 medical expenses/one person. He asked if the Town would be named as a third  
700 party insured.  
701

702 Mayor Samples said an insurance endorsement was required, and asked if Dr. Chandler was  
703 waiting for Town Council to give the event approval before adding the town. Dr. Chandler said the town  
704 had actually already been added; the endorsement would be sent to Ms. Herrmann. Mayor Samples  
705 introduced administrator Fellner to Dr. Chandler and said either Ms. Fellner or Ms. Herrmann could assist.  
706

707 Ms. Kohlmann moved to permit Eastern Surfing Association to use the beach in Surfside Beach  
708 on September 7 2013 for a surfing contest. Mr. Stevens. All voted in favor. **MOTION CARRIED.**  
709

710 Dr. Chandler thanked Town Council and asked for approval to complete the event the next day,  
711 September 8<sup>th</sup>, if they were not finished on the 7th.  
712

713 Ms. Kohlmann moved to amend the motion to include September 7 and 8, if need be. Ms. Dodge  
714 seconded. All voted in favor. **MOTION CARRIED.**  
715

#### 716 **D. Dog Park Fees (pursuant to Public Hearing, Item 6 above.)**

717

718 Ms. Kohlmann moved to suspend rules to allow discussion. Ms. Mabry seconded. All voted in  
719 favor. **MOTION CARRIED.**  
720

721 Ms. Kohlmann wanted to clarify for everybody at the meeting about the dog park fees. She  
722 understood that some people believed a fee was a tax; whatever they wanted to call it. She looked at it a  
723 little differently. Ms. Kohlmann said she was a dog owner. Every year she went to town hall and bought  
724 a dog license, because that was what responsible pet owners did. She paid \$10 for the license, and her  
725 dog did not go to the dog park, but she still got a dog license. People did not seem to understand that a  
726 license for a dog had a lot of roles. It helped the police department; if her dog went across the street and  
727 bit a young child, and the police came to her house, they would be able to immediately identify that her

# Decision Paper

Written by: Debra Herrmann

1. **SUBJECT: Memorandum of Agreement between South Carolina Department of Transportation (DOT) and Town of Surfside Beach (TOSB)**

2. **PURPOSE: to facilitate the most practical, economical and expeditious performance of disaster-related debris clean-up activities**

3. **ASSUMPTIONS;**

(a) TOSB will continue to experience disasters events that requires extraordinary clean-up efforts on state owned roadways located within the town's corporate limits

(b) When a declared State of Emergency or State of Disaster is implemented through the South Carolina Emergency Operations Plan, DOT may be called upon to perform certain functions pursuant to the operations plan

(c) TOSB desires to cooperate with DOT during said events to conduct disaster-related "First Push" and/or "Debris Removal" activities on designated state roads.

4. **FACTS:**

(a) TOSB has numerous South Carolina State roads within its corporate limits

(b) TOSB desires to eliminate any threats to lives, public health and safety after disaster events as quickly as possible

5. **IMPACT OF SUCCESS OR FAILURE:**

(a) Failure to adopt the memorandum of agreement will result in continued delays cleaning road debris after disaster events

(b) Authorizing the town administrator to execute the memorandum of agreement will ensure that the town and DOT work together effectively and efficiently after disaster events to expeditiously remove road debris from state roads located within the town

6. **RECOMMENDATION;**

a. Approve as presented.

b. **RATIONALE FOR RECOMMENDATION: It is in the best interest of both parties to facilitate the most practical, economical and expeditious performance of disaster-related debris clean-up activities**

**MEMORANDUM OF AGREEMENT**  
**between**  
**SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
**and**  
**TOWN OF SURFSIDE BEACH**

This Memorandum of Agreement (“Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_, 2014, by and between **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION** (“SCDOT”) and **TOWN OF SURFSIDE BEACH**, (“the **LOCAL GOVERNMENT**”).

WHEREAS, during a declared State of Emergency or State of Disaster that implements the South Carolina Emergency Operations Plan (“SCEOP”), the SCDOT may be called upon to perform certain functions pursuant to the SCEOP, including disaster-related, debris clearing and clean-up activities on the maintained rights-of-way of state maintained roads and bridges; and

WHEREAS, it is the policy of SCDOT and the LOCAL GOVERNMENT to cooperate with each other to maximize the use and allocation of the monetary resources with which each are entrusted; and

WHEREAS, the LOCAL GOVERNMENT has requested that it be allowed the opportunity and responsibility to perform certain disaster-related, debris clearing and clean-up activities on state maintained rights-of-way as set forth in the SCEOP in order to assure that its citizens are served and protected; and

WHEREAS, the implementation of this Agreement will be based on the occurrence of severe natural disasters that could affect state maintained roads and bridges within the LOCAL GOVERNMENT geographical boundaries; and

WHEREAS, this Agreement is in the best interest of both parties to facilitate the most practical, economical and expeditious performance of disaster-related, debris clean-up activities, where needed.

NOW THEREFORE, the parties agree as follows:

I. PROJECT DESCRIPTION:

- A. In the event of any declared State of Emergency or State of Disaster that implements the SCEOP, this Agreement may be implemented to obtain the LOCAL GOVERNMENT’s assistance to conduct disaster-related “First Push” and/or “Debris Removal” activities on designated state maintained roadway(s).

“First Push” is defined as the initial operation to clear the roadway, which includes cut and toss operations to push debris out of the traveled way. “Cut and Toss” means cutting and/or pushing the debris off of the roadway sufficiently to allow safe vehicular traffic on all traveled ways.

“Debris Removal” is the clearance, removal, and/or disposal of items such as trees, woody debris, sand, mud, silt, gravel, building components, wreckage, vehicles, and personal property. The work must be necessary to:

- Eliminate an immediate threat to lives, public health and safety
- Eliminate immediate threats of significant damage to improved public or private property
- Ensure the economic recovery of the affected community to the benefit of the community-at-large
- Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices

Examples of “Debris Removal” activities include:

- “Debris Removal” from a street or highway to allow the safe passage of emergency vehicles
- “Debris Removal” from public property to eliminate health and safety hazards, this includes maintained rights-of-way

- B. SCDOT may assign to the LOCAL GOVERNMENT, upon their request to the SCDOT District Engineering Administrator (DEA) or his or her designee, and within the confines of the LOCAL GOVERNMENT’S boundaries, the responsibility for “First Push” and/or “Debris Removal” activities along state maintained routes, with the exception of Interstate routes.
- C. The “First Push” and/or “Debris Removal” activities will be performed in accordance with Federal Emergency Management Agency (“FEMA”) rules, regulations, and procedures. (See FEMA Public Assistance Guide, FEMA 322, etc.).

## II. SCDOT Responsibilities:

- A. SCDOT will authorize orally and follow up in writing and direct the LOCAL GOVERNMENT to perform services under the terms of this Agreement on an as needed basis.
- B. SCDOT does not guarantee that any work or services will be authorized pursuant to this Agreement.

- C. SCDOT reserves the right to inspect all work undertaken pursuant to this Agreement.

III. LOCAL GOVERNMENT Responsibilities:

- A. LOCAL GOVERNMENT will request permission from SCDOT orally and follow-up in writing to proceed with "First Push" and/or "Debris Removal" activities on state maintained roadways and bridges.
- B. LOCAL GOVERNMENT will ensure that all "First Push" and/or "Debris Removal" activities performed are in accordance with the terms and conditions of FEMA policies and procedures.
- C. LOCAL GOVERNMENT will apply directly to FEMA, through SCEMD, for reimbursement of work on state maintained roadways and bridges and will ensure that all "First Push" and/or "Debris Removal" activities performed are in accordance with FEMA policies and procedure. SCDOT cannot and does not guarantee reimbursement by FEMA.
- D. LOCAL GOVERNMENT will certify that any of its pre-disaster contracts with third parties for "First Push" and/or "Debris Removal" activities for which it intends to seek reimbursement shall:
  - 1. Be competitively and openly bid by the LOCAL GOVERNMENT;
  - 2. Mandate compliance with the requirements of the National Environmental Policy Act (NEPA) of 1969 and all FEMA policies and procedures.

- IV. Either party may unilaterally cancel this Agreement with a 30-day notice in writing.

IN WITNESS WHEREOF, the Parties have caused this Agreement to signed and sealed below.

WITNESS:

TOWN OF SURFSIDE BEACH

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Federal ID# \_\_\_\_\_

SOUTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

WITNESS:

\_\_\_\_\_

By: \_\_\_\_\_  
Deputy Secretary for Engineering

RECOMMENDED:

\_\_\_\_\_

Title: \_\_\_\_\_

**CERTIFICATION OF SCDOT**

I hereby certify that I am the Deputy Secretary for Engineering of the Department of Transportation of the State of South Carolina. The LOCAL GOVERNMENT or its legal representatives have not been required directly or indirectly as an expressed or implied condition in connection with obtaining or carrying out this Agreement to:

- (a) employ or retain, or agree to employ or retain, any firm or person or
- (b) pay, or agree to pay, to any form, person, or organization, any fee, contribution, donation, or consideration of any kind, except as herein expressly stated (if any).

In accordance with Section 635.105 of Title 23 CFR, I further certify that the work stipulated in this Agreement to be performed by LOCAL GOVERNMENT can be more advantageously performed by said LOCAL GOVERNMENT than by the SCDOT and that said LOCAL GOVERNMENT is adequately staffed and suitably equipped to undertake and satisfactorily complete such work, including the performance of proper maintenance on the highway facilities constructed under the terms of this Agreement.

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U. S. Department of Transportation, in connection with this Agreement, and is subject to applicable State and Federal Laws, both criminal and civil.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(SCDOT Signature)

**CERTIFICATION FOR CONTRACTS, LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, of modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Authorized LOCAL GOVERNMENT Representative

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Authorized SCDOT Representative

**VISIONARY MEETING  
LOCATIONS**

| FACILITY                               | RENTAL RATE                       | MEALS                    | COMMENTS  | EST. TOTAL COST w/o Mileage |
|--|-----------------------------------|--------------------------|---|-----------------------------|
| Inlet Affairs                          | \$600 per day                     | Catered in house         | No small rooms - just one large room            | Not appropriate             |
| James R. Frazier Comm. Ctr.            | \$20/hr.                          | Provide our own          | Does have a kitchen adjacent to mtg. Rm         | \$620                       |
|  | \$150.00 per day                  | Catered in house         | Meals - \$15 to \$20 per person                 | \$650                       |
| Inlet Sports Lodge                     | \$200.00 per day                  | Catered by Inlet Affairs | Meals - \$15 to \$20 per person                 | \$750                       |
| Cooper House                           | \$300.00 per day                  | Provide our own          |   | \$850                       |
| Brookgreen Gardens                     | \$250.00/day                      | Catered by Brookgreen    |   | \$1,000                     |
| Freewood Farms                         | \$200/3 hrs., \$50/each add'l hr. | Provide our own          | Only one large room                             | \$1,000                     |
| C. B. Berry Rec. Ctr. (Vereen Gardens) | \$50/hr., \$100 cleaning fee      | Provide our own          | Only available on Thursdays                     | \$1,050                     |
| Myrtle Beach Train Depot               | \$55.00/hr., \$60.00 cleaning fee | Provide our own          | No kitchen facilities - just running water      | \$1,150                     |
| Wampee Conference Ctr                  | included in total                 | included in total        | One night, dinner, next day breakfast and lunch | \$2,480                     |

## DECISION PAPER FOR COUNCIL CONSIDERATION

Meeting Date: July 22, 2014

Prepared by: John Adair, DPW

Subject: 7.E. Caropines Sanitation Service

**1. Background-** In September, 2012, Sanitation services to roughly 189 residences in the Caropines area were discontinued as a result of Council action. The town was performing refuse, recycling, and yard waste collections once a week. Recently, I was asked to study the feasibility of resuming service to the area, and make a recommendation.

**2. Assumptions-** The residents of the Caropines area enjoyed our service, and its value for the money charged (a higher fee than Town residents). Also, that the Town has some excess capacity in our existing system to meet the demand.

**3. Facts-** I interviewed five homeowners at random on three different streets. I found out that void that existed when we left was filled for the most part by Watts Sanitation from Conway. The customers that switched to their service are getting 2x per week refuse service, and alternating Wednesdays yard waste and recycling. The fee being charged is \$17.00 per month, or \$204.00 per year. Some residents told me they have been bringing their own trash to the convenience center. When I asked if they would switch to Surfside Beach service were it offered, the answers were about half yes and half no. The ones who said yes told me that yard debris pickup was the main reason that they would want to switch back.

I analyzed the Sanitation Department's tonnages for the last four fiscal years. I noted the point in time where service to the Caropines was discontinued. I compared the full year before (FY11/12) to the full year after (FY13/14). In terms of a percentage, you would expect a 4.5-5.0% drop in tonnage after dropping almost 200 homes ( $200/4200=4.8\%$ ). I concluded that we only have experienced a drop of 2-3% on refuse and recycling, and in fact, an increase in yard debris tonnage of at least 14%. (See attached spreadsheet).

**4. Recommendation-** I have ascertained that the in-Town tonnage has grown enough in the time since September of 2012 to fill or exceed the previous excess capacity that we had. I cannot say with any certainty that we can absorb service to the Caropines with no increase to equipment or manpower. It may be possible to gain some customers, but as construction continues to grow in town, we would again be at capacity at some point. Also, I have no doubt that yard pickup, stretched as it is, would not be an option at all to Caropines customers; even though they have identified this as the service they valued most.

Given the current set of facts, I do not recommend pursuing an offering of Sanitation services to the Caropines area at this time. If future growth of the Town necessitates investing in new manpower and equipment, the rationale might change. Our first priority is the delivery of quality services to town residents.

## Post Caropines Analysis

### Residential Refuse Tons

| FY        | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    | Apr    | May    | June   | Total   |
|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|
| 2010-2011 | 276.55 | 275.32 | 165.38 | 129.14 | 131.93 | 122.44 | 126.57 | 108.68 | 137.77 | 151.81 | 181.73 | 223.26 | 2030.58 |
| 2011-2012 | 260.24 | 271.77 | 153.73 | 135.67 | 144.92 | 104.03 | 142.25 | 110.12 | 125.96 | 166.17 | 183.99 | 216.75 | 2015.6  |
| 2012-2013 | 294.3  | 237.91 | 155.12 | 139.45 | 113.83 | 109.58 | 125.63 | 98.56  | 108.84 | 168.86 | 154.6  | 208.15 | 1914.83 |
| 2013-2014 | 314.33 | 224.56 | 150.6  | 135.97 | 103.52 | 134.53 | 112.55 | 101.6  | 124.78 | 169.27 | 153.33 | 220.82 | 1945.86 |

### Recycling Tons

| FY        | July  | Aug   | Sept  | Oct   | Nov   | Dec   | Jan   | Feb   | Mar   | Apr   | May   | June  | Total  |
|-----------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| 2010-2011 | 64.34 | 50.86 | 51.16 | 36.14 | 32.31 | 43.19 | 33.5  | 33.97 | 48.34 | 42.28 | 40.74 | 57.39 | 534.22 |
| 2011-2012 | 51.57 | 50.45 | 49.11 | 35.53 | 30.13 | 46.98 | 35.35 | 30.94 | 52.69 | 44.91 | 52.77 | 52.98 | 533.41 |
| 2012-2013 | 55.29 | 65.68 | 41.39 | 34.09 | 41.28 | 30.45 | 40.13 | 31.97 | 33.32 | 41.97 | 49.61 | 44.87 | 510.05 |
| 2013-2014 | 60.92 | 63.1  | 41.97 | 41.4  | 30.5  | 32.7  | 40.41 | 33.8  | 37.39 | 42.92 | 52.58 | 43.34 | 521.03 |

### Yard Debris Tons

| FY        | July   | Aug   | Sept   | Oct    | Nov   | Dec    | Jan    | Feb    | Mar    | Apr    | May    | June   | Total   |
|-----------|--------|-------|--------|--------|-------|--------|--------|--------|--------|--------|--------|--------|---------|
| 2010-2011 | 98.11  | 86.63 | 77.92  | 144.71 | 91.37 | 99.73  | 91.7   | 108.39 | 173.54 | 213.3  | 141.1  | 123.82 | 1450.32 |
| 2011-2012 | 92.31  | 107   | 186.02 | 94.58  | 93.81 | 148.21 | 100.37 | 92.62  | 169.4  | 167.16 | 134.36 | 121.53 | 1507.37 |
| 2012-2013 | 116.56 | 99.89 | 104.87 | 102.68 | 94.46 | 146.03 | 197.74 | 156.31 | 197.76 | 209.51 | 190.18 | 123.08 | 1739.07 |
| 2013-2014 | 131.5  | 98.75 | 81.94  | 160.09 | 90.25 | 169.02 | 102.66 | 249.07 | 477.54 | 242.1  | 203.78 | 123.26 | 2129.96 |

\*includes Ice Storm Tonnage

| Full Year Comparison |         |         |         |
|----------------------|---------|---------|---------|
|                      | FY11/12 | FY13/14 |         |
| Refuse               | 2015.6  | 1945.86 | 96.54%  |
| Recycling            | 533.41  | 521.03  | 97.68%  |
| Yard                 | 1507.37 | 2129.96 | 141.30% |
| Adj. Yard            | 1507.37 | 1729.96 | 114.77% |

|                              |       |
|------------------------------|-------|
| Surfside Beach Housing Units | 4000  |
| Max Caropines Customers      | 200   |
| Expected Decrease            | 4.80% |



State of South Carolina )  
County of Horry )  
Town of Surferside Beach )

**Resolution #12-119**

**To Establish ad hoc Parking Committee  
Parking Committee Proposed Amendment July 22, 2014**

**WHEREAS**, the Town of Surferside Beach Town Council in chambers duly assembled in a regularly scheduled meeting held on the 10<sup>th</sup> day of July 2012; and

**WHEREAS**, Town Council has a vested interest and desire to provide adequate, safe parking within the town for its residents, businesses, and tourists; and

**WHEREAS**, Town Council established an *ad hoc* parking committee at its January 24, 2012 meeting for a 90-day time period with the specific purpose of reviewing and making recommendations regarding parking along Ocean Boulevard; and

**WHEREAS**, Said parking committee presented its report to town council demonstrating value and insight into the town's parking needs that included quantity, safety, and aesthetic issues; and

**WHEREAS**, Town Council has determined that establishing an *ad hoc* parking committee to continue work addressing the town's parking requirements on an on-going basis is worthwhile,

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Surferside Beach Town Council does hereby establish the *ad hoc* parking committee consisting of ~~seven (7)~~ **five (5)** members for the purposes herein stated, and that appointments shall be made by Town Council and the committee shall operate pursuant to Town Code.

**BE IT FURTHER RESOLVED** that the *ad hoc* parking shall make recommendations directly to the town administrator for formal recommendations to Town Council.

**BE IS SO RESOLVED**, this 22<sup>nd</sup> day of July 2014.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
David L. Pellegrino, Mayor Pro Tempore

\_\_\_\_\_  
Robert F. Childs, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary M. Mabry, Town Council

\_\_\_\_\_  
Ralph J. Magliette, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC, Town Clerk

7.G. Infrastructure Committee Recommendation

Town of Surfside Beach - Underground Facilities Franchise Fund

Approved by Town 06/14/2005



Fund Balance Brought Forward as of December 31, 2013: \$100,968.52

\$373,670.29

|           | Franchise Fees Billed |         | City Contribution | Current Month<br>*Interest | Less:<br>50% Expenses | City Balance | City Balance<br>Interest | Jan - Jun 2014 Fund<br>Contribution |
|-----------|-----------------------|---------|-------------------|----------------------------|-----------------------|--------------|--------------------------|-------------------------------------|
| Jan-14    | \$36,927.03           | @ 40% = | \$14,770.72       | \$6.27                     |                       |              |                          |                                     |
| Sub-total | \$36,927.03           |         | \$14,770.72       | \$6.27                     | \$0.00                | \$115,739.24 | \$42.88                  | \$14,819.87                         |
| Feb-14    | \$38,558.11           | @ 40% = | \$15,423.44       | \$5.92                     |                       |              |                          |                                     |
| Sub-total | \$38,558.11           |         | \$15,423.44       | \$5.92                     | \$0.00                | \$131,162.68 | \$44.39                  | \$15,473.75                         |
| Mar-14    | \$34,109.65           | @ 40% = | \$13,644.08       | \$5.79                     |                       |              |                          |                                     |
| Sub-total | \$34,109.65           |         | \$13,644.08       | \$5.79                     | \$0.00                | \$144,806.76 | \$55.70                  | \$13,705.57                         |
| Apr-14    | \$30,915.73           | @ 40% = | \$12,366.62       | \$5.08                     |                       |              |                          |                                     |
| Sub-total | \$30,915.73           |         | \$12,366.62       | \$5.08                     | \$0.00                | \$157,173.38 | \$59.51                  | \$12,431.21                         |
| May-14    | \$30,597.22           | @ 40% = | \$12,239.02       | \$5.20                     |                       |              |                          |                                     |
| Sub-total | \$30,597.22           |         | \$12,239.02       | \$5.20                     | \$0.00                | \$169,412.40 | \$66.74                  | \$12,310.96                         |
| Jun-14    | \$45,789.59           | @ 40% = | \$18,316.02       | \$7.53                     |                       |              |                          |                                     |
| Sub-total | \$45,789.59           |         | \$18,316.02       | \$7.53                     | \$0.00                | \$187,728.42 | \$69.62                  | \$18,393.17                         |
| Total     | \$216,897.33          |         | \$86,759.90       | \$35.79                    | \$0.00                |              | \$338.84                 | \$87,134.53                         |

Santee Cooper Matching Fund Deposit for the period of Jan - Jun 2014: **\$86,759.90**

Reconciliation Adjustment **\$0.00**

**Total Fund Contribution as of Jun 30, 2014: \$547,564.72**

**\*\*Expenditures**

| Project Number | Project Description   |        |
|----------------|-----------------------|--------|
| 110878         | 14th Ave South        | \$0.00 |
| 110879         | Seaside Drive         | \$0.00 |
| 111006         | Conv 1st Ave N-Hwy 17 | \$0.00 |
| 113216         | 3rd AveN to 3rd AveS  | \$0.00 |

\*\*Note: Expenditures are for Jan 1 through June 30, 2014

**Fund Expenditures as of Jun 30, 2014: \$0.00**

**Total Fund Balance as of Jun 30, 2014: \$547,564.72**

\*The Interest rate applied as defined for Retail Customer Deposits as of Jun 30, 2014 = 0.5%



**Town of Surfside Beach - Underground Facilities Franchise Fund**  
**INCEPTION TO DATE SUMMARY**

Approved by Town 06/14/2005

|   | <u>TOTAL FUNDING</u>  |
|---|-----------------------|
| Jul - Dec 2004 Santee Cooper's Initial Fund Deposit | \$40,438.50           |
| Jan-06 City Contribution & Santee Cooper Match      | \$160,131.97          |
| Jun-06 City Contribution & Santee Cooper Match      | \$128,600.28          |
| Jan-07 City Contribution & Santee Cooper Match      | \$165,500.90          |
| Jul-07 City Contribution & Santee Cooper Match      | \$132,976.93          |
| Jan-08 City Contribution & Santee Cooper Match      | \$167,275.69          |
| Jun-08 City Contribution & Santee Cooper Match      | \$133,317.78          |
| Jan-09 City Contribution & Santee Cooper Match      | \$167,556.11          |
| Jul-09 City Contribution & Santee Cooper Match      | \$140,723.05          |
| Jan-10 City Contribution & Santee Cooper Match      | \$170,193.61          |
| Jul-10 City Contribution & Santee Cooper Match      | \$157,751.64          |
| Jan-11 City Contribution & Santee Cooper Match      | \$190,262.51          |
| Jun-11 City Contribution & Santee Cooper Match      | \$157,344.43          |
| Jan-12 City Contribution & Santee Cooper Match      | \$186,606.86          |
| Jun-12 City Contribution & Santee Cooper Match      | \$136,662.67          |
| Dec-12 City Contribution & Santee Cooper Match      | \$185,428.40          |
| Dec-12 Reconciliation Adjustment                    | \$7,189.12            |
| Jun-13 City Contribution & Santee Cooper Match      | \$149,773.13          |
| Dec-13 City Contribution & Santee Cooper Match      | \$190,853.54          |
| Jun-14 City Contribution & Santee Cooper Match      | \$173,894.43          |
| <b>Total Fund Contribution as of Jun 30, 2014:</b>  | <b>\$2,942,481.55</b> |

| <b>Expenditures</b>                           |                            | Jan - Jun 2014  | Inception to date     |
|---|----------------------------|-----------------|-----------------------|
| <u>Proj Num</u>                               | <u>Project Description</u> | <u>Expenses</u> | <u>Expenses</u>       |
| 110878  | 14th Ave South             | \$0.00          | \$344,752.94          |
| 110879  | Seaside Drive              | \$0.00          | \$403,481.64          |
| 111006  | Conv 1st Ave N-Hwy 17      | \$0.00          | \$268,724.09          |
| 113216  | 3rd AveN to 3rd AveS       | \$0.00          | \$1,377,958.16        |
|   |                            |                 | <hr/>                 |
| <b>Fund Expenditures as of Jun 30, 2014:</b>  |                            |                 | <b>\$2,394,916.83</b> |
|   |                            |                 | <hr/>                 |
| <b>Total Fund Balance as of Jun 30, 2014:</b> |                            |                 | <b>\$547,564.72</b>   |
|   |                            |                 | <hr/>                 |

Prepared by Joseph Ortiz  
7/17/2014  
Fran Fund-Surfside-Garden City E34.xls

# Decision Paper

Written By: Micki Fellner

1. **SUBJECT:** Agreement for Santee cooper to fund the Electric Vehicle Charging Station has expired.
2. **FOR:** To begin funding the electricity for the charging station.
3. **PURPOSE:** To determine if the council desires for the town to fund the cost of the electricity.
4. **ASSUMPTIONS:**
  - a. Town Council desires to have an electric vehicle charging station in town.
  - b. The annual cost for the electricity to the station would remain relatively low.
5. **FACTS:**
  - a. We received equipment through a grant.
  - b. Santee Cooper agreed to provide the electricity free of charge.
  - c. The agreement term between the town and Santee Cooper has expired.
  - d. Santee Cooper will no longer absorb the electricity charges for the station.
  - e. The cost of the electricity from April 2012 through February 2014 was \$436.09.
6. **OPTIONS:**
  - a. Council could decide not to have an electric car charging station.
  - b. Council could decide to pay for the electricity used by the electric car charging station.
7. **RECOMMENDATION:**
  - a. To keep the electric car charging station in town.
  - b. To pay for the electricity used by the station.
8. **RATIONALE FOR RECOMMENDATION:** It is the only electric vehicle charging station in town and as such is a convenience for residents and visitors who possess electric vehicles. The cost to the town would be minimal for this amenity and should costs increase due to increased patronage the town could always install a coin receptacle and begin charging users.

## Town of Surfside

### Electric Vehicle Charging Stations on Santee Cooper's service territory

#### Contract Details

Back in 2010-2011 Santee Cooper agreed to provide power to select plugin electric vehicle chargers referred to as Electric Vehicle Supply Equipment (EVSE). This agreement was made with Plug In Carolina, the company that through grants provided the EVSE at various location throughout Santee Cooper's service territory. The agreement stated that Santee Cooper would provide power free of charge through December 1, 2013.

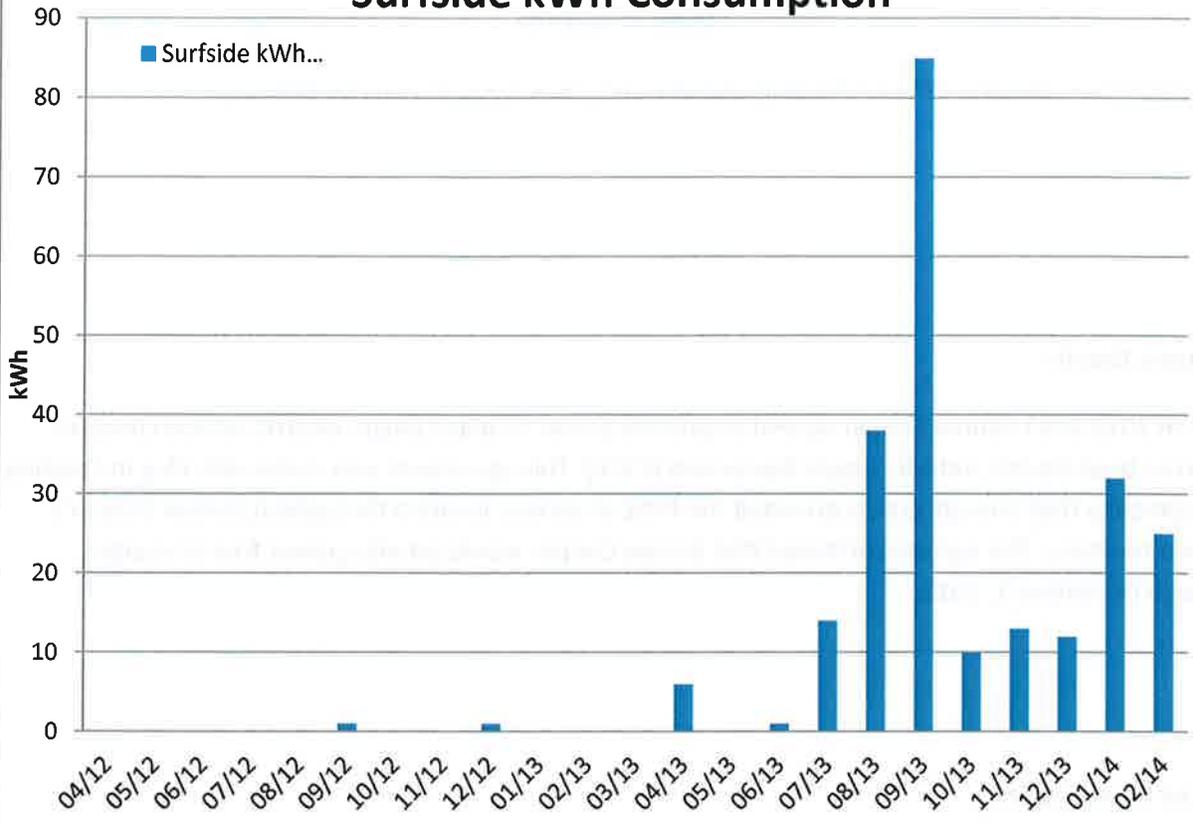
#### Energy Consumption

Surfside has 1 charging stations located at N. Poplar and Surfside Drive. The Table below shows the total kilowatt-hours (kWh) used by the charging stations, in other words how much energy has been consumed since they were installed. The cost associated with the energy consumption is also shown. The cost was calculated based upon the rate structure for a small commercial customer namely the GA-GN Rate.

| Site:    | April 2012-Feb 2014 | kWh | Cost     |
|----------|---------------------|-----|----------|
| Surfside |                     | 238 | \$436.09 |

Surfside has had a very low kWh consumption from month to month, averaging 10 kWh a month or \$0.96 for energy charges. There was virtually no use until July of 2013. The customer charge is currently \$18.00 a month which would be the majority of the bill.

# Surfside kWh Consumption



# DDC



Consulting Engineers  
Surveyors  
Land Planners  
Landscape Architects  
Environmentalists

1298 Professional Drive  
Myrtle Beach  
South Carolina 29577

P 843.692.3200  
F 843.692.3210

www.ddcinc.com

July 14, 2014  
Revised July 17, 2014

Transmitted via E-mail and US Mail  
jadair@surfsidebeach.org

Mr. John Adair  
Public Works Director  
Town of Surfside Beach  
740 Sandy Lane  
Surfside Beach, South Carolina 29575

**Re: Proposal for Professional Services  
Town of Surfside Beach Lake Weir Study  
Surfside Beach, SC**

Dear Mr. Adair:

Thank you for providing DDC Engineers, Inc. (DDC) with the opportunity to present this proposal for the Lake Weir Study. It is our understanding that you would like for DDC to check the elevations of some of the Town's existing Lake Weirs on Dogwood Lake, Palmetto Lake, and Myrtle Lake to determine their elevations to each other plus the flow paths of the water from each of the lakes and their water surface elevations versus some existing of the surrounding properties bank elevations. Also as part of this exercise, DDC will take some survey shots of the existing residential lots (Bryan Property) along Dogwood Lake on 13<sup>th</sup> Avenue North to determine the existing property elevations along the edge of the lake versus the top of the weir elevations on the Lakes. Then DDC will develop a set of construction drawings to construct the proposed modifications to the existing weirs. These modifications will be designed so that the Town will have full control on adjusting the water levels in the lakes as they deemed necessary to improve water quality or water level.

#### **SCOPE AND FEE**

DDC will survey the existing control structure weirs to determine the elevations of the existing weirs on the Dogwood Lake, Palmetto Lake, and Myrtle Lakes. As part of this survey exercise, DDC will include the invert elevations of the existing roadway culvert crossing at 5<sup>th</sup> Avenue North, 6<sup>th</sup> Avenue North, 7<sup>th</sup> Avenue North and 10<sup>th</sup> Avenue North. DDC will also do a lake bank profile survey at the Bryan residence on 13<sup>th</sup> Avenue North to determine the property elevation versus the Dogwood Lake weir elevation and the overall water surface elevations.

**Lump Sum Fee \$1,200.00**

After reviewing all the surveying information of the existing weir control structures, DDC will design modifications to the existing weirs in which the Town will be able to adjust the elevations of the existing weirs to have the ability to raise and lower the normal pool waters levels to an acceptable level to the surrounding property owners in each of the lakes in order to maximum the storage volume in the lakes and to improve the water quality in each of the lakes.

**Lump Sum Fee \$6,500.00**

#### **Bidding**

DDC will assist the Town in bidding the project by advertising the project, preparing Addenda as necessary to clarify the project bid documents, attending the bid opening, reviewing the bids, preparing a bid summary, and making a recommendation concerning the award of the contract.

**Lump Sum Fee \$3,500.00**

----- Owner's Initials



----- Authorized DDC Representative

## INSPECTION AND RECORD DRAWINGS

### Construction Observation and Administration

Total cost for this service will be based upon the construction contract time and the regulatory closeout process. **For this proposal, Construction Services are based upon a 2-month construction contract and regulatory closeout time period.** Should this time be less or more than our estimate, the fee will be adjusted accordingly. Any additional site visits beyond those normally required by regulatory agencies due to Contractor performance or requests by the Client will be billed hourly, as an Additional Service. If the Client desires more extensive project observation or full-time project representation, the Client shall request that such services be provided by DDC.

DDC will visit the project site at intervals appropriate to the stage of construction in order to observe the progress and quality of the work completed by the Contractor. While such visits and observations are not intended to be an exhaustive check or a detailed inspection of the Contractor's work, the nature of this project will require intensive review of work in progress.

Based on this observation, DDC will keep the Client informed about the progress of the work and shall endeavor to guard the Client and the regulatory agencies against deficiencies in the work. Bi-monthly construction meetings will be attended by DDC personnel. DDC will assist the Client with administration of the contract documents in the form of review of the Contractor's pay request and by providing contract document interpretation. DDC will coordinate with State and local agencies as required during the closeout process. DDC will attend final inspections, prepare certification documents, address comments, pick up and deliver record drawings and documents as required to expedite the final closeout of the project. No provision of this paragraph is to be interpreted as construction management of the project.

***Lump Sum Fee \$4,500.00***

### Record Drawings

DDC will prepare record drawings and certifications as required by the Town when construction is satisfactorily completed. Under this proposal, Record Drawings will be prepared for the Town of Surfside Beach. DDC will provide the Owner with CD and PDF versions of the final record drawings.

***Lump Sum Fee \$500.00***

DDC proposes to provide the services as described above for the lump sum fee of **Sixteen Thousand Two Hundred Dollars (\$16,200.00)**, invoiced monthly on a percent complete basis. A rate schedule for authorized additional services is attached.

If the services under this Proposal are delayed or continue for a period of more than one (1) year from the date of this Proposal, those fees which are based on hourly rates shall be increased based on DDC's hourly rates that are in effect at that time; any change in such fees shall apply only to the unfinished services as of the effective date of such change. Additionally, DDC shall have the right to increase contract fees if the project is delayed due to circumstances beyond DDC's control. Said increases shall be commensurate with the hourly rate increase.

----- Owner's Initials



----- Authorized DDC Representative

## EXCLUSIONS

The following are additional services which are not included as part of this proposal, (this is not necessarily an all-inclusive list):

- Hydraulic basin analysis on the lakes or weirs
- Public meetings; meetings beyond those specifically listed in the scope of services
- Production of marketing drawings/Color rendering
- Regulatory application/review fees
- Architecture/MEP engineering, structural engineering
- Geotechnical investigation and report; design of pavement sections, soil testing
- Wetland delineation or permitting

## REIMBURSABLES EXPENSES

Reimbursable expenses include mileage, payment of regulatory application fees, courier service, and the cost of reproduction of plans and other paper media including contract documents, specifications, etc. DDC will invoice for these services at cost plus 15%.

## ADDITIONAL SERVICES

Services, beyond those listed in the Scope of Services will be provided when requested by the Client, on an hourly basis in keeping with the attached Rate Schedule. For those Services, which can be quantified, DDC will provide a formal proposal when requested.

## FORM OF AGREEMENT

We trust that our proposal will meet with your approval. If so, please initial each page, sign below and return a copy to our office. This will serve as our Notice to Proceed, unless otherwise noted. A **Professional Services Agreement, in a blue folder**, will be forwarded to you for execution, as required by our Liability Insurance Carrier.

Again, thank you for the opportunity to be of service. If you have any questions or need additional information, please let me know.

Respectfully submitted,  
**DDC ENGINEERS, INC.**

Eric K. Sanford, PE  
Principal /Director Municipal Services

Attachment - Published DDC Rates

ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
*Mr. John Adair - The Town of Surfside Beach*

**DDC ENGINEERS, INCORPORATED  
RATE SCHEDULE I  
2014**

| HOURLY RATES FOR PERSONNEL     |          |                                   |          |
|--------------------------------|----------|-----------------------------------|----------|
| Principal Engineer             | \$250.00 | Professional Land Surveyor        | \$100.00 |
| Director                       | \$150.00 | Survey Crew                       | \$135.00 |
| Senior Project Manager         | \$125.00 | Survey Manager                    | \$75.00  |
| Project Engineer               | \$100.00 | One Man Survey Crew               | \$110.00 |
| Engineering Designer           | \$75.00  | Construction Coordinator          | \$85.00  |
| Engineering Technician         | \$60.00  | Construction Administration       | \$85.00  |
| Stormwater Specialist          | \$100.00 | Sr. Construction Observer         | \$75.00  |
| Senior Planner                 | \$150.00 | Field Engineer                    | \$65.00  |
| Urban Planner                  | \$125.00 | SCDHEC – CPESC Inspector          | \$65.00  |
| Sr. Landscape Architect        | \$150.00 | Graphic Designer                  | \$75.00  |
| Landscape Architect            | \$125.00 | Administrative                    | \$45.00  |
| Landscape Technician (GIS/CAD) | \$100.00 | Project Administrator             | \$75.00  |
| Landscape Designer             | \$75.00  | Regulatory / Governmental Liaison | \$250.00 |
| GIS Analyst                    | \$100.00 | Expert Witness                    | \$350.00 |
| GIS Technician                 | \$100.00 | Certified Arborist                | \$125.00 |
| Senior Environmentalist        | \$100.00 |                                   |          |
|                                |          |                                   |          |
| REIMBURSABLE EXPENSES          |          |                                   |          |

| Blackline Prints    | \$3.00/per sheet | Color Printing |                 |                 |
|---------------------|------------------|----------------|-----------------|-----------------|
| Travel Expense      | \$0.41/mile      | Size           | Color Bond      | Photo Bond      |
| Photocopy – Color   | \$0.25/sheet     |                |                 |                 |
| Photocopy – B/W     | \$0.10/sheet     | 24 x 36        | \$5.00 / sheet  | \$9.00 / sheet  |
| Outsourced Expenses | \$ Cost plus 15% | 30 x 42        | \$8.00 / sheet  | \$12.00 / sheet |
| Courier – Local     | \$20/trip        | 36 x 48        | \$11.00 / sheet | \$16.00 / sheet |
| Courier - +20 miles | \$35/trip        | 54 x 60        | \$22.00 / sheet | \$31.00 / sheet |
|                     |                  | 54 x 76        | \$28.00 / sheet | \$38.00 / sheet |
|                     |                  | 54 x 96        | \$37.00 / sheet | \$50.00 / sheet |

**THE ABOVE HOURLY RATES MAY BE INCREASED AFTER ONE (1) YEAR FROM DATE OF CONTRACT, OR APPROVED PROPOSAL.**

----- Owner's Initials

 ----- Authorized DDC Representative

# Decision Paper

**Written by:** Diana King and Debra Herrmann

**1. SUBJECT: Discussion of Proposed Ordinance to establish a financial policy identifying funds for beach renourishment, capital replacement, and other allocated monies.**

**2. PURPOSE:** To codify fund types and polices for sources of funds for beach renourishment, capital replacement, and other allocated funds along with numeric values to be budgeted and debated by Town Council.

**3. ASSUMPTIONS;**

(a) Town Councils desires to codify a financial policy to establish funds for specific purposes

(b) Town Council desires to set numeric values for each fund for budgeting purposes

(c) Town Council desires to protect the Town of Surfside Beach by establishing fund balances for use during emergency events

(d) Town Council desires to establish minimum guidelines to maintain town operations

(e) The proposed ordinance was drafted for Town Council to establish its recommendations for various fund levels and budgeting guidelines (see yellow highlighted portions)

**4. FACTS:**

(a) At the June 14, 2014 Special Town Council meeting, Town Council concurred numerous recommendations, one of which was "Concurred to adopt an ordinance that clearly defines financial policy identifying funds for beach renourishment, capital replacement, and other allocated monies."

(b) At the June 14, 2014 Special Town Council meeting, Town Council directed staff to "Directed administrator to prepare an ordinance for council consideration as soon as practical that identifies sources of funds for beach renourishment, capital replacement, and other allocated funds along with numeric values to be debated by Town Council."

**5. IMPACT OF SUCCESS OR FAILURE:**

(a) Failure to adopt the ordinance will result in the current policy of funding being established by Town Council at will

(b) Success will be achieved by codifying a policy as a minimum guideline for future councils to adhere to that will maintain sufficient fund balances for town operations, emergency events, and long term projects

**6. RECOMMENDATION;** Approve as presented.

**7. RATIONALE FOR RECOMMENDATION:** Codifying the policy clearly sets forth the purposes and intent of each fund, while stipulating minimum fund balances that will provide for ongoing town operations, emergency events, and long range projects.

|                           |   |
|---------------------------|---|
| STATE OF SOUTH CAROLINA ) | AN ORDINANCE OF THE TOWN OF SURFSIDE BEACH      |
| ) )                       |   |
| COUNTY OF HORRY )         | TO AMEND CHAPTER 2, ADMINISTRATION, ARTICLE VI, |
| ) )                       |   |
| TOWN OF SURFSIDE BEACH )  | FINANCE, DIVISION 1                             |

**WHEREAS**, the Mayor and Town Council of the Town of Surfside Beach, in council duly assembled desire to amend Chapter 2, Administration, to amend Article VI, Finance to the Town Code of Ordinances; and

**WHEREAS**, At the June 14, 2014 Special Town Council meeting, Town Council concurred numerous recommendations, one of which was to adopt an ordinance that clearly defines financial policy identifying funds for beach renourishment, capital replacement, and other allocated monies; and

**WHEREAS**, At the June 14, 2014 Special Town Council meeting, Town Council directed the administrator to prepare an ordinance for council consideration as soon as practical that identifies sources of funds for beach renourishment, capital replacement, and other allocated funds along with numeric values to be debated by Town Council.

**NOW, THEREFORE**, Chapter 2, Administration, Article VI, Finance, Division 1 of the Code of Ordinances of the Town of Surfside Beach, South Carolina, is hereby amended to state:

**DIVISION 1. GENERALLY**

**Sec. 2-185. Definitions.**

**1. FUND BALANCE DEFINITIONS.**

*Assigned Fund Balance* includes spendable fund balance amounts established by management of the Town that are intended to be used for specific purposes that are neither considered restricted nor committed.

*Committed Fund Balance* can be used only for the specific purposes determined by a formal action of the Town Council, the Town's highest level of decision making authority. Commitments may be changed or lifted only by the Town Council taking the same formal action that originally imposed the constraint. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

*Fund Balance* as defined by the Governmental Accounting, Auditing and Financial Reporting of the Government Finance Officers Association, and for the purposes of this code is defined as "The difference between assets and liabilities reported in a governmental fund."

*Non-Spendable Fund Balance.* Amounts that are

(1) Not in spendable form. "Not in spendable form" includes items that are not expected to be converted to cash, such as inventories and prepaid amounts, and items such as long-term amount of loans and notes receivable, as well as property acquired for resale; and

(2) Legally or contractually required to be maintained intact. The corpus (or principal) of a permanent fund is an example of an amount that is legally or contractually required to be maintained intact.

*Restricted Fund Balance.* Amounts that can be spent only for specific purposes stipulated by

(1) External resource providers such as creditors (by debt covenants), grantors, contributors, or laws or regulations of other governments; or

(2) Imposed by law through constitutional provisions or enabling legislation.

*Unassigned Fund Balance* is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. Unassigned fund balance may also include negative balances for any governmental fund, if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

*Unrestricted Fund Balance* is the total of committed fund balance, assigned fund balance, and unassigned fund balance.

## 2. OPERATIONS DEFINITIONS.

*Budgeted expenditure* means a sum of money in the current fiscal year's town budget that is within the object of expenditure level of each of the town's funds and is allocated for a particular purpose and in which the purpose and cost thereof has been reviewed and properly approved by a majority vote of council members.

*Nonbudgeted expenditure* means an intended or unintended cost for a particular purpose and in which the purpose and cost thereof is not included in the current fiscal year's town budget and is allowed under the preapproved authority of the administrator or his **delagee designee** or in which appropriate approval has been granted by town council.

*Open-ended contract* means any written contracts, purchase orders or agreements or modifications thereto allowing for future changes or additions to the amount contained in the contracts, purchase orders or agreements or modifications thereto.

**Sec. 2-186. Deposits and withdrawals.** All monies of the town shall be deposited in a bank or depository selected by the town council and monies shall be drawn therefrom upon the signature of the finance officer or his designee, the mayor, the mayor *pro tempore*, or the town administrator. All pay vouchers shall be signed by the finance officer or his designee and either the mayor, the mayor *pro tempore*, or the town administrator.

**Sec. 2-187. Capital project Fund Established. *Funds Established and Purposes.***

**1. Capital Projects Fund.**

(a) The finance director shall ~~set up~~ **reorganize** and maintain a separate fund to be known as the capital projects fund.

(b) The capital projects fund will receive all tax millage and/or other revenue for special projects as designated in the approved budget.

(c) Payments for budgeted expenditures from the capital projects fund shall be authorized by two (2) signatories as prescribed in the town code.

(d) Reporting for the capital projects fund shall be included as a part of the regular monthly accounting report when a project is on-going.

(e) The capital projects fund shall receive all dedicated tax millage and other designated revenue for the stormwater project and any subsequent capital project duly approved by town council.

(f) Any excess funds remaining after all disbursements have been made on any given capital project shall be transferred to the general fund for future maintenance of said improvement.

**2. General Fund.**

**A. *Committed Funds.*** The Town Council establishes the following committed fund balance for the General Fund:

**B. *Disaster/Emergency Reserve.*** This reservation of fund balance is committed by the Town Council due to the Town's coastal location, hurricanes, and other natural disasters, as well as well as economic changes that may severely impact the Town's ability to continue services. The Town Council hereby establishes the reservation of this fund balance to be **two (2%) percent** of annual budget expenditures or not less than **\$100,000 per fiscal year**. The initial commitment shall be **four hundred thousand (\$400,001) dollars**, and funds shall continue to be deposited until

such time as a fund balance of one million five hundred thousand (\$1,500,000) dollars is achieved and thereafter shall be maintained at that level.

C. *Assigned Funds.* The Town Council establishes the following assigned Fund Balances within the General Fund to be named the

(1) *Assigned to Capital Replacements Reserve*, which shall be for the replacement of vehicles, computer equipment and other assets with a life exceeding 5 years. This fund is assigned three (3) mils each year and expenditures are approved in the budget process. The expected balance of this fund is reviewed by Town Council during the budget review.

(2) *Land, Meters, and Parking Purposes Reserve*, which shall receive net revenue from parking operations, however, not to include pier parking revenue, and shall be used to beautify parking areas, purchase and maintain parking equipment, pay for parking operations, and/or purchase additional land for parking.

D. *Unassigned Fund Balance.* The Town Council desires to have sufficient working capital and a margin of safety to address cyclical fluctuations of revenues and expenses. The Town shall maintain a fund balance in General Fund at fiscal year-end in which the total fund balance is 30-percent of total General Fund expenditures and un-assigned fund balance is 25-percent of total General Fund expenditures.

E. *Fund balances are estimated in the budgeting process.* If the percentages cannot be estimated within the policy guidelines, adjustment to the budget may be necessary. After the audit is published at the end of the fiscal year, all balances in reserves are to be reported to Town Council. Any shortfalls shall be required to be rebuilt to minimum levels within two fiscal years. In the event the fund balance is above the required minimum, then the difference may be used to fund the following activities, subject to Town Council approval:

- a. Capital expenditures;
- b. One time expenditures; and/or
- c. Ongoing or new town services or programs

F. *Enterprise Funds.* Enterprise funds are required to have an unrestricted fund balance and a reserve for investment in capital assets. At no time may an unrestricted enterprise fund balance go below 33-percent of anticipated expenditures and transfers out.

1. Sanitation Fund. The sanitation fund was created April 1, 1997. Unrestricted net assets will be maintained at 33-percent of operating expenses and transfers out. Should the balance fall below 33-percent, the Town Administrator will notify Town Council and determine a plan to bring the balance into compliance.

2. Pier Fund. The pier enterprise fund was established by Resolution #08-073. The pier fund is established to reflect all funds received from public admissions, rental lease revenue paid by its tenants, parking revenue from the pier parking lot, and any other applicable revenue received. This fund shall be used for maintenance and operation of the pier. Once the pier fund has paid off its debt to the general fund, and is self-sufficient the fund shall maintain a minimum of 33-percent of operating expenses and transfers out in the unrestricted fund balance. Should the balance fall below 33-percent, the Town Administrator will notify Town Council and determine a plan to bring the balance into compliance.

G. Special Revenue Funds. As defined, these funds are created to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. In the Town of Surfside Beach there are three special revenue sources: state accommodations taxes; local accommodations taxes (Town Code Section 4-119), and hospitality taxes (Town Code Section 4-91). Pursuant to SC Code, funds were established to receive accommodations and hospitality revenue.

H. Assigned to Beach Renourishment Fund. The Hospitality and Accommodations Funds are directed to transfer funds to reserve for beach renourishment. Each fund will transfer a minimum of \$50,000 annually to the beach renourishment fund balance. Reserves for beach renourishment shall be held in the capital projects fund.

**Section 2-188. Publication of town financial information.**

(a) The town administrator, acting through the town finance department, shall publish by means of the internet the town's accounts payable check register in a manner that complies with federal and state laws concerning the privacy of information. Further, the town's finance department shall redact from any information such individual identifying data as may otherwise appear on records including, but not limited to the municipal court and business license department.

(b) Nothing in this section shall be interpreted as amending or waiving any provisions of Chapter 4, Business Licenses, Permits and Regulations or other provision of the Code except as specifically referenced herein; all requests for access to and

copies of public records involving the town government, its agencies and departments shall be processed and governed by the letter and spirit of the South Carolina Freedom of Information Act, S.C. Code 1976, § 30-4-10 et seq.

All other portions of Chapter 2 remain unchanged, and in full force and effect.

**SEVERABILITY.** If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of this article, which can be given effect without the invalid provision or application, and to this end the provisions of this article are declared to be severable.

**EFFECT OF SECTION HEADINGS.** The headings or titles of the several sections hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of this ordinance.

**REPEAL AND EFFECTIVE DATE.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed. This ordinance shall take effect immediately upon approval at second reading by the Town Council of the Town of Surfside Beach, South Carolina.

**BE IT ORDERED AND ORDAINED** by the Mayor and Town Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this \_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
David L. Pellegrino, Mayor Pro Tempore

\_\_\_\_\_  
Robert F. Childs, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary Beth Mabry, Town Council

\_\_\_\_\_  
Ralph J. Magliette, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC, Town Clerk

# Decision Paper

Written by: Fire Chief Daniel Cimini, and Administrator Fellner

1. **SUBJECT:** Discussion of an ordinance to amend Chapter 6, Fire Protection and Prevention to “Chapter 6, Fire Protection, Prevention, and Inspections” and to add Chapter 6, “Article III, Fire Inspections and Fire Inspection Fees”

2. **PURPOSE:** To comply with NFPA (National Fire Protection Association) and ISO (Insurance Service Organization) requirements, which state that all commercial buildings be inspected annually; to adopt an inspection fee schedule to be charged for the initial inspection on a new business and a yearly charge on all future annual inspections.

3. **ASSUMPTIONS;**

- The State of South Carolina Fire Prevention Code and the ordinances for the Town of Surfside Beach make the Fire Chief or his designee responsible for conducting and documenting fire safety inspections within the Town.
- Commercial establishments would be charged for fire inspections.
- Churches and other nonprofit facilities would not be charged fees, but are required to have annual fire inspections
- Fire inspection would occur annually.
- Charges would be determined by a fee schedule approved by Town Council.
- The fees assessed under ordinance on commercial buildings to be inspected would include the initial occupancy permit inspection; a yearly primary inspection and any re-inspections that would be needed.
- A fee schedule determined by the Town Council and reviewed annually would be as follows:

|                                      |                  |
|--------------------------------------|------------------|
| ▶ New Business License Inspection    | \$ 50.00         |
| ▶ Buildings under 1,000 sq ft:       | \$ 50.00 yearly  |
| ▶ Buildings up to 2,499 sq. ft:      | \$ 75.00 yearly  |
| ▶ Buildings up to 4,500 sq. ft       | \$ 125.00 yearly |
| ▶ Buildings over 5,000 sq. ft        | \$ 200.00 yearly |
| ▶ High-Rise buildings over 3 Stories | \$ 300.00 yearly |
| ▶ First Re-Inspection Fee            | -no charge-      |
| ▶ Second re-inspection:              | \$ 50.00         |
| ▶ Third re-inspection:               | \$ 65.00         |
| ▶ Fourth re-inspection:              | \$ 75.00         |

4. **FACTS:**

- Currently there are approximately 455 businesses based on business licenses issued that need inspection each year.
- Since the Fire Marshal/Fire Inspector works a shift as the Shift Commander, it is impossible for that person to complete the required inspections each year.

- The creation of the fee program to complete inspections would provide funds to hire a part-time inspector allowing the NFPA and ISO requirement of inspecting each commercial building once a year to be fulfilled.

**5. IMPACT OF SUCCESS OR FAILURE:**

(a) Failure to adopt would leave the inspections as they are getting to each building on an approximate 16 to 18 month cycle.

(b) Adopting the fees as recommended would generate revenue for the town and create a funding mechanism for the part-time certified inspector.

**6. RECOMMENDATION;**

(a) Approve as presented.

(b) **RATIONALE FOR RECOMMENDATION:** Approval of this will bring revenue to the Town as well as provide the needed part-time inspector. It will also assist our business owners by issuance of a certificate that could be presented to the insurance company for consideration to lower premiums. More importantly it provides the business owner with peace of mind that their business is safe from items that could cause a fire or personal injury from fire.



B. The fees assessed under this ordinance on buildings to be inspected include the initial occupancy permit inspection, and a yearly primary inspection. If a violation is cited, a follow up visit will occur within thirty (30) days of the inspection.

C. Any business issued a fire code violation that does not take corrective action within the first thirty (30) days shall be assessed for additional necessary re-inspections until the corrections have been made, pursuant to Section 3 herein.

**SECTION 5: PENALTIES.** The following penalties shall be assessed to the owners of any occupancy for failure to comply with the orders of the Surfside Beach Fire Department relating to the correction of fire code violations. A municipal citation will be issued by the Surfside Beach Fire Department after the fourth attempt to ensure violations are corrected. The municipal citation may be appealed through the Surfside Beach Municipal Court.

All other portions of Chapter 6 are unchanged and shall remain in full force and effect.

**SEVERABILITY.** If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of this article, which can be given effect without the invalid provision or application, and to this end the provisions of this article are declared to be severable.

**EFFECT OF SECTION HEADINGS.** The headings or titles of the several sections hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of this ordinance.

**REPEAL AND EFFECTIVE DATE.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed. This ordinance shall take effect immediately upon approval at second reading by the Town Council of the Town of Surfside Beach, South Carolina.

**BE IT ORDERED AND ORDAINED** by the Mayor and Town Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this \_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
David L. Pellegrino, Mayor Pro Tempore

\_\_\_\_\_  
Robert F. Childs, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary Beth Mabry, Town Council

\_\_\_\_\_  
Ralph J. Magliette, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC, Town Clerk



**SURFSIDE BEACH TOWN COUNCIL REGULAR MEETING**  
**Council Chambers, 115 US Highway 17 North, Surfside Beach, SC 29575**  
**Tuesday, July 22, 2014 ♦ 6:30 p.m.**  
[www.surfsidebeach.org](http://www.surfsidebeach.org) - ☎ (843) 913-6111 📠 (843) 238-5432

**TOWN COUNCIL MEETING **AMENDED** AGENDA (Motion to Reconsider & 7.I. Stormwater)**

1. **CALL TO ORDER** – Mayor Douglas F. Samples
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**
  - A. Invocation: Mayor Pro Tempore Pellegrino
  - B. Pledge of Allegiance: Mayor Samples
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** - Regular Meeting July 8, 2014
5. **PUBLIC COMMENTS – Agenda Items Only.** (3-minutes per speaker)
6. **COMMUNICATIONS**
  - A. Employee Anniversary Awards:
    - i. Sharon Leahey, Finance, 10 Years
    - ii. Mike Greene, Public Works, 10 Years
  - B. Department Reports
    - i. Finance
    - ii. Public Works
    - iii. Special Events and Recreation
  - C. Administrator’s Report - Update on Current Events
7. **BUSINESS**

**MOTION TO RECONSIDER: Motion made 07/08/2014 regarding C. Keep Surfside Beach Beautiful Re-appropriation, Hanging Baskets, approved \$3,000, Councilmember Mabry**

  - A. Second Reading Ordinance #14-0782 to Establish Rental Fees for the Dick M. Johnson Civic Center and the Floral Clubhouse, Recreation Supervisor Ellis
  - B. Eastern Surfing Association, Request for September Event, Dr. Tom Chandler, Regional President
  - C. Memorandum of Agreement between SCDOT and TOSB re disaster debris cleanup, Administrator Fellner
  - D. Town Council Motion on Venue for Visioning Meeting, Administrator Fellner
  - E. Caropines Trash Service Pursuant to 06/14/2014 Budget Workshop, Administrator Adair
  - F. Recommendation from Parking Committee re: Resolution #12-119 Amend Number of Members, Administrator Fellner
  - G. Recommendation from Infrastructure Committee: Location for Next Underground Wiring Project, Administrator Fellner
  - H. Continuation of Electric Car Charging Station, Administrator Fellner
  - I. Stormwater: Lake Weir Study, Administrator Fellner**
8. **TOWN COUNCIL DISCUSSION**
  - A. Proposed Ordinance to Establish Financial Policy Identifying Funds for Beach Renourishment, Capital Replacement, and Other Allocated Monies, Director King
  - B. Proposed Ordinance to Establish Fire Inspection Fee Charges, Chief Cimini
  - C. Any matters of concern or information to be discussed by Town Council.
9. **PUBLIC COMMENTS – General Comments.** (5-minutes per speaker)
10. **COUNCIL COMMENTS**
11. **EXECUTIVE SESSION**
  - A. Pursuant to FOIA §30-4-70(a)(1) to discuss employment, appointment, compensation, promotion, demotion, discipline, or release of an employee
  - B. Pursuant to FOIA §30-4-70(a)(2) to discuss multiple proposed contractual arrangements
12. **ADJOURNMENT**

**MEMORANDUM OF AGREEMENT**  
**between**  
**SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
**and**  
**TOWN OF SURFSIDE BEACH**

This Memorandum of Agreement (“Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_, 2014, by and between **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION** (“SCDOT”) and **TOWN OF SURFSIDE BEACH**, (“the **LOCAL GOVERNMENT**”).

WHEREAS, during a declared State of Emergency or State of Disaster that implements the South Carolina Emergency Operations Plan (“SCEOP”), the SCDOT may be called upon to perform certain functions pursuant to the SCEOP, including disaster-related, debris clearing and clean-up activities on the maintained rights-of-way of state maintained roads and bridges; and

WHEREAS, it is the policy of SCDOT and the LOCAL GOVERNMENT to cooperate with each other to maximize the use and allocation of the monetary resources with which each are entrusted; and

WHEREAS, the LOCAL GOVERNMENT has requested that it be allowed the opportunity and responsibility to perform certain disaster-related, debris clearing and clean-up activities on state maintained rights-of-way as set forth in the SCEOP in order to assure that its citizens are served and protected; and

WHEREAS, the implementation of this Agreement will be based on the occurrence of severe natural disasters that could affect state maintained roads and bridges within the LOCAL GOVERNMENT geographical boundaries; and

WHEREAS, this Agreement is in the best interest of both parties to facilitate the most practical, economical and expeditious performance of disaster-related, debris clean-up activities, where needed.

NOW THEREFORE, the parties agree as follows:

I. **PROJECT DESCRIPTION:**

- A. In the event of any declared State of Emergency or State of Disaster that implements the SCEOP, this Agreement may be implemented to obtain the LOCAL GOVERNMENT’s assistance to conduct disaster-related “First Push” and/or “Debris Removal” activities on designated state maintained roadway(s).

“First Push” is defined as the initial operation to clear the roadway, which includes cut and toss operations to push debris out of the traveled way. “Cut and Toss” means cutting and/or pushing the debris off of the roadway sufficiently to allow safe vehicular traffic on all traveled ways.

“Debris Removal” is the clearance, removal, and/or disposal of items such as trees, woody debris, sand, mud, silt, gravel, building components, wreckage, vehicles, and personal property. The work must be necessary to:

- Eliminate an immediate threat to lives, public health and safety
- Eliminate immediate threats of significant damage to improved public or private property
- Ensure the economic recovery of the affected community to the benefit of the community-at-large
- Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices

Examples of “Debris Removal” activities include:

- “Debris Removal” from a street or highway to allow the safe passage of emergency vehicles
- “Debris Removal” from public property to eliminate health and safety hazards, this includes maintained rights-of-way

- B. SCDOT may assign to the LOCAL GOVERNMENT, upon their request to the SCDOT District Engineering Administrator (DEA) or his or her designee, and within the confines of the LOCAL GOVERNMENT’S boundaries, the responsibility for “First Push” and/or “Debris Removal” activities along state maintained routes, with the exception of Interstate routes.
- C. The “First Push” and/or “Debris Removal” activities will be performed in accordance with Federal Emergency Management Agency (“FEMA”) rules, regulations, and procedures. (See FEMA Public Assistance Guide, FEMA 322, etc.).

## II. SCDOT Responsibilities:

- A. SCDOT will authorize orally and follow up in writing and direct the LOCAL GOVERNMENT to perform services under the terms of this Agreement on an as needed basis.
- B. SCDOT does not guarantee that any work or services will be authorized pursuant to this Agreement.

- C. SCDOT reserves the right to inspect all work undertaken pursuant to this Agreement.

III. LOCAL GOVERNMENT Responsibilities:

- A. LOCAL GOVERNMENT will request permission from SCDOT orally and follow-up in writing to proceed with "First Push" and/or "Debris Removal" activities on state maintained roadways and bridges.
- B. LOCAL GOVERNMENT will ensure that all "First Push" and/or "Debris Removal" activities performed are in accordance with the terms and conditions of FEMA policies and procedures.
- C. LOCAL GOVERNMENT will apply directly to FEMA, through SCEMD, for reimbursement of work on state maintained roadways and bridges and will ensure that all "First Push" and/or "Debris Removal" activities performed are in accordance with FEMA policies and procedure. SCDOT cannot and does not guarantee reimbursement by FEMA.
- D. LOCAL GOVERNMENT will certify that any of its pre-disaster contracts with third parties for "First Push" and/or "Debris Removal" activities for which it intends to seek reimbursement shall:
  - 1. Be competitively and openly bid by the LOCAL GOVERNMENT;
  - 2. Mandate compliance with the requirements of the National Environmental Policy Act (NEPA) of 1969 and all FEMA policies and procedures.

- IV. Either party may unilaterally cancel this Agreement with a 30-day notice in writing.

IN WITNESS WHEREOF, the Parties have caused this Agreement to signed and sealed below.

WITNESS:

TOWN OF SURFSIDE BEACH

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Federal ID# \_\_\_\_\_

SOUTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

WITNESS:

\_\_\_\_\_

By: \_\_\_\_\_  
Deputy Secretary for Engineering

RECOMMENDED:

\_\_\_\_\_

Title: \_\_\_\_\_

**CERTIFICATION OF SCDOT**

I hereby certify that I am the Deputy Secretary for Engineering of the Department of Transportation of the State of South Carolina. The LOCAL GOVERNMENT or its legal representatives have not been required directly or indirectly as an expressed or implied condition in connection with obtaining or carrying out this Agreement to:

- (a) employ or retain, or agree to employ or retain, any firm or person or
- (b) pay, or agree to pay, to any form, person, or organization, any fee, contribution, donation, or consideration of any kind, except as herein expressly stated (if any).

In accordance with Section 635.105 of Title 23 CFR, I further certify that the work stipulated in this Agreement to be performed by LOCAL GOVERNMENT can be more advantageously performed by said LOCAL GOVERNMENT than by the SCDOT and that said LOCAL GOVERNMENT is adequately staffed and suitably equipped to undertake and satisfactorily complete such work, including the performance of proper maintenance on the highway facilities constructed under the terms of this Agreement.

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U. S. Department of Transportation, in connection with this Agreement, and is subject to applicable State and Federal Laws, both criminal and civil.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(SCDOT Signature)

**CERTIFICATION OF THE LOCAL GOVERNMENT**

I hereby certify that I am the \_\_\_\_\_ and duly authorized representative of the LOCAL GOVERNMENT, whose address is \_\_\_\_\_, and that neither I, nor the above LOCAL GOVERNMENT I represent, has:

- (a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above LOCAL GOVERNMENT ) to solicit or secure this Agreement,
- (b) agreed, as an expressed or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
- (c) paid or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above LOCAL GOVERNMENT ) any fee, contribution, or consideration of any kind for, or in connection with, procuring or carrying out the contract except as herein expressly stated (if any).

I acknowledge that this certificate is to be furnished to the SCDOT and the Federal Highway Administration, U.S. Department of Transportation, in connection with this Agreement, and is subject to applicable State and Federal laws, both criminal and civil.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(LOCAL GOVERNMENT Signature)

**CERTIFICATION FOR CONTRACTS, LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, of modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Authorized LOCAL GOVERNMENT Representative

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Authorized SCDOT Representative

**DRUG-FREE WORKPLACE CERTIFICATION**

In accordance with Section 44-107-30, South Carolina Code of Laws (1976), as amended, and as a condition precedent to the execution of this Agreement, the undersigned, \_\_\_\_\_ who is a representative of the LOCAL GOVERNMENT, certifies on behalf of the LOCAL GOVERNMENT that the LOCAL GOVERNMENT will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and,
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
  - (1) Abide by the terms of the statement; and,
  - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph(d)(2), with respect to any employee who is so convicted:
  - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraph (a), (b), (c), (d), (e) and (f).
- (h) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, and contracts and subcontracts under grants, sub-grants, loans, and cooperative agreements), and that such sub-recipients shall certify and disclose accordingly.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Authorized LOCAL GOVERNMENT Representative

**Debra Herrmann**

---

**From:** Surfside Beach Info [mailinglist@surfsidebeach.org]  
**Sent:** Monday, July 21, 2014 9:45 AM  
**To:** dherrmann@surfsidebeach.org  
**Subject:** Public Notice-Kids Fair TODAY, & Town Council Meeting 07/22/2014  
**Attachments:** KIDS FAIR.pdf; 07222014\_tc\_amended\_agenda.pdf; 07222014\_tc\_agenda\_4\_reg\_mtg\_minutes\_07082014\_draft.pdf; 07222014\_tc\_agenda\_6ai\_emp\_rec\_leahey\_10\_yrs.pdf; 07222014\_tc\_agenda\_6aii\_emp\_rec\_greene\_10\_yrs.pdf; 07222014\_tc\_agenda\_6bi\_finance.pdf; 07222014\_tc\_agenda\_6bii\_public\_works.pdf; 07222014\_tc\_agenda\_6biii\_spec\_events.pdf; 07222014\_tc\_agenda\_7a\_2nd\_rdg\_civic\_center\_fees.pdf; 07222014\_tc\_agenda\_7b\_esa\_surfing\_competition\_req.pdf; 07222014\_tc\_agenda\_7c\_scdot\_debris\_removal\_agreement.pdf; 07222014\_tc\_agenda\_7d\_venues\_re\_vision\_workshop.pdf; 07222014\_tc\_agenda\_7e\_caropines\_sanitation\_service.pdf; 07222014\_tc\_agenda\_7f\_parking\_comm\_rec\_5\_members.pdf; 07222014\_tc\_agenda\_7g\_underground\_wiring\_project.pdf; 07222014\_tc\_agenda\_7h\_electric\_car\_charging\_station.pdf; 07222014\_tc\_agenda\_7i\_stormwater.pdf; 07222014\_tc\_agenda\_8a\_discussion\_establish\_funds\_and\_set\_limits.pdf; 07222014\_tc\_agenda\_8b\_discussion\_fire\_inspection\_fees.pdf

KIDS FAIR TODAY - Monday, July 21, 2014

Fuller Park on Surfside Drive – 4 PM to 7 PM

Ages 10 & Under Free pizza, ice cream, and drinks for kids

Free inflatable rides - Giveaways Games

Sponsored by the Town of Surfside Beach, the Family Beach...it's all RIGHT here!

**TOWN COUNCIL MEETING - Tuesday, July 22, 2014, 6:30 p.m. in Council Chambers.**

The agenda and supporting documents are attached to this message. You may also view them at <http://www.surfsidebeach.org/agenda-2014.html> (click on the blue links to open documents.)

A printed copy is available in the town clerk's office for public inspection prior to the meeting.

The public is invited to attend all meetings. Time is allotted at regular meetings for public comments on agenda items and general comments.

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

--

If you do not want to receive any more newsletters, click "UNSUBSCRIBE" [this link](#)

To update your preferences or to unsubscribe, please click "PREFERENCES" [this link](#)

To forward a message to someone, please click "FORWARD" [this link](#)



**PROPOSED RATE INCREASES  
CIVIC CENTER/FLORAL CLUBHOUSE**

| GROUP                       | OLD RATES                    | NEW RATES                       | SUGGESTED CHANGES               |
|-----------------------------|------------------------------|---------------------------------|---------------------------------|
| <b>Monthly</b>              |                              |                                 |                                 |
| Coastal Bass Fishing Club   | no charge                    | \$25.00                         | \$15.00                         |
| Georgetown DayLily Club     | no charge                    | \$25.00                         | \$15.00                         |
| Sons of Italy               | no charge                    | \$25.00                         | \$15.00                         |
| Federation of the Blind     | no charge                    | \$25.00                         | \$15.00                         |
| Stranded Smockers           | no charge                    | \$25.00                         | \$15.00                         |
| Round Dance                 | no charge                    | \$25.00                         | \$15.00                         |
|                             |                              | <b>\$150.00 X 12=\$1,800.00</b> | <b>\$90.00 X 12=\$1,080.00</b>  |
| <b>Weekly</b>               |                              |                                 |                                 |
| Mah Jong                    | no charge                    | \$25.00                         | \$15.00                         |
| Canasta                     | no charge                    | \$25.00                         | \$15.00                         |
| Pinochle                    | no charge                    | \$25.00                         | \$15.00                         |
| TOPS                        | no charge                    | \$25.00                         | \$15.00                         |
| Al-Anon                     | \$20.00                      | \$25.00                         | \$15.00                         |
|                             | <b>\$20.00 X 12=\$240.00</b> | <b>\$500.00 X 12=\$6,000.00</b> | <b>\$300.00 X 12=\$3,600.00</b> |
| <b>Bi-Weekly</b>            |                              |                                 |                                 |
| Bridge                      | no charge                    | \$25.00                         | \$15.00                         |
|                             |                              | <b>\$200.00 X 12=\$2,400.00</b> | <b>\$120.00 X 12=\$1,440.00</b> |
| <b>TOTAL ANNUAL REVENUE</b> |                              | <b>\$10,200.00</b>              | <b>\$6,120.00</b>               |

Use of the small room for weekly groups at \$10.00 would be a decrease of \$1,440.00 annually

**PROPOSED RATE INCREASES  
CIVIC CENTER/FLORAL CLUBHOUSE**

| GROUP                     | OLD RATES                       | NEW RATES                       | SUGGESTED CHANGES |
|---------------------------|---------------------------------|---------------------------------|-------------------|
| <b>Weekly</b>             |                                 |                                 |                   |
| Square Dance              | \$25.00                         | \$50.00                         |                   |
| Mary Kay                  | \$25.00                         | \$50.00                         |                   |
| Oasis of Hope (church)    | \$25.00                         | \$50.00                         |                   |
|                           | <b>\$300.00 x 12=\$3,600.00</b> | <b>\$600.00 x 12=\$7,200.00</b> |                   |
| <b>One time rentals</b>   |                                 |                                 |                   |
| Civic Center - large room | \$45.00                         | \$75.00                         |                   |
| Civic Center - small room | \$35.00                         | \$50.00                         |                   |
| Floral Clubhouse          | \$35.00                         | \$50.00                         |                   |

**Use of the small room for weekly groups at \$10.00 would be a decrease of \$1,440.00 annually**

**PROPOSED RATE INCREASES  
CIVIC CENTER/FLORAL CLUBHOUSE**

| <b>GROUP</b>                | <b>OLD RATES</b>             | <b>1st Reading Amendment</b>    |
|-----------------------------|------------------------------|---------------------------------|
| <b>Monthly</b>              |                              |                                 |
| Coastal Bass Fishing Club   | no charge                    | \$15.00                         |
| Georgetown DayLily Club     | no charge                    | \$15.00                         |
| Sons of Italy               | no charge                    | \$15.00                         |
| Federation of the Blind     | no charge                    | \$15.00                         |
| Stranded Smockers           | no charge                    | \$15.00                         |
| Round Dance                 | no charge                    | \$15.00                         |
|                             |                              | <b>\$90.00 X 12=\$1,080.00</b>  |
| <b>Weekly</b>               |                              |                                 |
| Mah Jong                    | no charge                    | \$15.00                         |
| Canasta                     | no charge                    | \$15.00                         |
| Pinochle                    | no charge                    | \$15.00                         |
| TOPS                        | no charge                    | \$15.00                         |
| Al-Anon                     | \$20.00                      | \$15.00                         |
|                             | <b>\$20.00 X 12=\$240.00</b> | <b>\$300.00 X 12=\$3,600.00</b> |
| <b>Bi-Weekly</b>            |                              |                                 |
| Bridge                      | no charge                    | \$15.00                         |
|                             |                              | <b>\$120.00 X 12=\$1,440.00</b> |
| <b>TOTAL ANNUAL REVENUE</b> |                              | <b>\$6,120.00</b>               |

Use of the small room for weekly groups at \$10.00 would be a decrease of \$1,440.00 annually - Mr. Magliette's proposal

**Debra Herrmann**

---

**From:** Surfside Beach Info [mailinglist@surfsidebeach.org]  
**Sent:** Monday, July 21, 2014 9:45 AM  
**To:** dherrmann@surfsidebeach.org  
**Subject:** Public Notice-Kids Fair TODAY, & Town Council Meeting 07/22/2014  
**Attachments:** KIDS FAIR.pdf; 07222014\_tc\_amended\_agenda.pdf; 07222014\_tc\_agenda\_4\_reg\_mtg\_minutes\_07082014\_draft.pdf; 07222014\_tc\_agenda\_6ai\_emp\_rec\_leahey\_10\_yrs.pdf; 07222014\_tc\_agenda\_6aii\_emp\_rec\_greene\_10\_yrs.pdf; 07222014\_tc\_agenda\_6bi\_finance.pdf; 07222014\_tc\_agenda\_6bii\_public\_works.pdf; 07222014\_tc\_agenda\_6biii\_spec\_events.pdf; 07222014\_tc\_agenda\_7a\_2nd\_rdg\_civic\_center\_fees.pdf; 07222014\_tc\_agenda\_7b\_esa\_surfing\_competition\_req.pdf; 07222014\_tc\_agenda\_7c\_scdot\_debris\_removal\_agreement.pdf; 07222014\_tc\_agenda\_7d\_venues\_re\_vision\_workshop.pdf; 07222014\_tc\_agenda\_7e\_caropines\_sanitation\_service.pdf; 07222014\_tc\_agenda\_7f\_parking\_comm\_rec\_5\_members.pdf; 07222014\_tc\_agenda\_7g\_underground\_wiring\_project.pdf; 07222014\_tc\_agenda\_7h\_electric\_car\_charging\_station.pdf; 07222014\_tc\_agenda\_7i\_stormwater.pdf; 07222014\_tc\_agenda\_8a\_discussion\_establish\_funds\_and\_set\_limits.pdf; 07222014\_tc\_agenda\_8b\_discussion\_fire\_inspection\_fees.pdf

KIDS FAIR TODAY - Monday, July 21, 2014

Fuller Park on Surfside Drive – 4 PM to 7 PM

Ages 10 & Under Free pizza, ice cream, and drinks for kids

Free inflatable rides - Giveaways Games

Sponsored by the Town of Surfside Beach, the Family Beach...it's all RIGHT here!

**TOWN COUNCIL MEETING - Tuesday, July 22, 2014, 6:30 p.m. in Council Chambers.**

The agenda and supporting documents are attached to this message. You may also view them at <http://www.surfsidebeach.org/agenda-2014.html> (click on the blue links to open documents.)

A printed copy is available in the town clerk's office for public inspection prior to the meeting.

The public is invited to attend all meetings. Time is allotted at regular meetings for public comments on agenda items and general comments.

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

--

If you do not want to receive any more newsletters, click "UNSUBSCRIBE" [this link](#)

To update your preferences or to unsubscribe, please click "PREFERENCES" [this link](#)

To forward a message to someone, please click "FORWARD" [this link](#)

