

SURFSIDE BEACH TOWN COUNCIL REGULAR MEETING

Civic Center, 89 Pine Drive, Surfside Beach, SC 29575

www.surfsidebeach.org - ? (843) 913-6111 ? (843) 238-5432

TOWN COUNCIL MEETING AGENDA

Wednesday, June 29, 2022, ? 6:30 PM.

Please join the meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/303687805>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

United States: +1 (571) 317-3129

Access Code: 303-687-805

1. Agenda

Documents:

[1-26-2021-AGENDA.PDF](#)

2. Meeting Materials

Documents:

[1-12-2021-MINUTES.PDF](#)

[1-19-2021TC-AGENDA-WORKSHOP-RE-CHAPTER-2-2.PDF](#)

[1-26-2021-FIRE---PROJECTS.PDF](#)

[2-9-2021-MINUTES-1.PDF](#)

[COUNCIL-DEC-2020-FIN.PDF](#)

[COUNCIL-NOV-2020-FIN.PDF](#)

[DECISION-PAPER-POLICE-VEHICLES-FY-20-21-REVISED-1-VEHICLE-00000002.PDF](#)

[FUNDING-RECOMMENDED-TO-TOWN-COUNCIL-2021---RESOLUTION.DOCX](#)

[FUNDING-RECOMMENDED-TO-TOWN-COUNCIL-2021---RESOLUTION.PDF](#)

[FY20-21-EQUIPMENT-AMENDED-BUDGET-REQUEST-PW.PDF](#)

[MONTHLY-REPORT-DEC-2020.DOCXPW.PDF](#)

This agenda is published pursuant to the Freedom of Information Act Section 30-4-80(A) and (E).

The public is invited to attend all meetings and events.



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**TOWN COUNCIL MEETING AGENDA**  
**TUESDAY, January 26, 2020, • 6:30 pm.**

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/906394749>

You can also dial in using your phone.

**United States (Toll Free): [1 866 899 4679](tel:18668994679)**

**United States: [+1 \(571\) 317-3116](tel:+15713173116)**

Access Code: **906-394-749**

- 1. CALL TO ORDER** Mayor
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE**
  - A. Invocation: Jeff Wood, Oasis of Hope Church
  - B. Pledge of Allegiance: Mayor
- 3. PUBLIC HEARING** - None
- 4. MOTIONS RELATING TO AGENDA**
- 5. MINUTES APPROVAL** [January 12, 2021](#)  
[January 19, 2021, \(workshop meeting\)](#)
- 6. PUBLIC COMMENTS – Agenda Items Only** (5-minutes per speaker)
- 7. COMMUNICATIONS**
  - A. Myrtle Beach Chamber of Commerce – Karen Riordan
  - B. SCDOT – Palmetto Pride – Director Adair
  - C. **Finance Report – Nov/Dec** Director King
  - D. **Public Works Monthly Report** – Director Adair
  - E. Trees for Tomorrow – Councilmember Pellegrino
- 8. BUSINESS**
  - A. **A - Tax Resolution** fy 2020-2021 Purchases – Director King
  - B. Emergency Ordinance
  - C. **Decision Paper** – Director Adair – Public Works equipment
  - D. **Decision Paper** – Chief Hofmann – Police vehicles.
  - E. **Decision Paper** – Chief Williams – Firetruck light
  - F. Chapter 2 items
  - G. Board of Zoning Appeals Appointments
- 9. PUBLIC COMMENTS – Town Services or Business Conducted (5 minutes per speaker)**
- 10. TOWN COUNCIL DISCUSSION AND/OR COMMENTS**
- 11. ADJOURNMENT**

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**TOWN COUNCIL MEETING AGENDA**  
**TUESDAY, January 12, 2021, • 6:30 pm.**

- 1. CALL TO ORDER** Mayor Hellyer called the meeting to order at 6:30 pm am. Mayor Hellyer, Councilmembers Drake, Holder, Pellegrino, and Keating were in attendance. Others present Town Administrator Shanahan, Town Attorney Crosby, and Town Clerk Sheri Medina. Mayor Pro Tempore Scoles attended by phone. Absent, Councilmember Dietrich.
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE**
  - A. Invocation: Jeff Wood from the Oasis of Hope Church gave the invocation.
  - B. Pledge of Allegiance: Mayor Hellyer led in the Pledge of Allegiance.
- 3. PUBLIC HEARING** - None
- 4. MOTIONS RELATING TO AGENDA** - None
- 5. MINUTES APPROVAL** - Councilmember Keating made a motion to accept the meeting minutes for November 24, 2020, Councilmember Drake seconded. All voted in favor. **Motion Carried.**
- 6. PUBLIC COMMENTS – Agenda Items Only** (5-minutes per speaker)
- 7. COMMUNICATIONS**

**A. Atlantic Restaurant Group Update** – Mr. Shanahan stated that at the last Council Meeting he was directed to investigate whether the Atlantic Restaurant Group removed property from the restaurant facility. If so, what was it taken legally, and what has happened to it.

Investigation revealed that the Interim Town Administrator gave the Atlantic Restaurant Group verbal permission to remove/salvage the doors and other unspecified materials, with a verbal agreement that they would use what they could in the new facility. Other items removed were: Wormy cypress on the ceiling, ice machines, cooking equipment, exhaust fans, and air conditioners.

The Town Administrator visited where the equipment was stored. The property identified as taken by the Atlantic Restaurant Group was visible, and Bill Howard stated that it would be used in the new facility where possible. A meeting has been set up with Consensus Construction to discuss how this will be done. The wormy cypress was taken down piece by piece, secured, and wrapped to preserve it.

Based on the investigation, the Town Administrator believes that the Atlantic Restaurant Group had been given permission to remove the items identified above. They have stored it and intend to use as much as possible in the next facility. If this would not have happened, it is a good possibility that the items would have been lost during demolition as the Town had made no arrangements to save it.

As far as the wood from the Pier being made available to the public - It is continuing to be cleaned up. The thought is to cut into three to six foot planks and sell for approximately \$10.00 a foot. Residents being the first to purchase, then after, if anyone wants to buy in bulk, they can.

**B. Police reports - November 2020/ December 2020**, Chief Hofmann summarized the departments monthly reports from November and December. After Chief Hofmann read his reports, he gave some information on K9 SIF and PFC Pinto. They were deployed several times, resulting in positive alerts, which resulted in the seizure of marijuana, methamphetamine, heroin, and ecstasy off the streets of Surfside. Also, K9 Sif was deployed for a personal track. This was a suicidal person, and K9 SIF was able to track this endangered person across town for about 20 minutes to a location and located the person so that we could get medical aid and assistance to that person. So we're really proud of canine Sif for being able to accomplish that because tracks are very, very difficult.

To maintain our community-related work, Officers are having a lot of non-criminal contact with residents to build those community bonds. We want to get as much information to the residents as possible. Also, there will be Coffee with a Cop events, so our residents get to meet our officers.

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**C. Discussion to extend the COVID 19 Emergency Order** - Mayor Hellyer stated that we originally had an Emergency Proclamation dated March of 2020, declaring an emergency. Every time we declare an emergency, it's good for 60 days. Council extended it until June. If it were not extended, the town would not be eligible for any financial compensation or grants or anything else due to COVID if we weren't in an emergency. In September, we let it expire.

Councilmember Keating stated, I think the only operational change, or violation of an ordinance if you will, that would be remedied with an executive order, is to allow people to email in their comments to be read by the town clerk into the public record. Specifically, our meeting ordinance does not allow comments to be read by someone else. While we are under minimal or minimized participation with limited access into Chamber's, I think that is a practice that we should maintain.

Councilmember Pellegrino stated I think voting at home, we need to look at our ordinance that talks about that because there could be other situations when we get past COVID, you can break your leg and not be able to come in or another medical situation where you can't come in, but we may still want to have the option to vote. I do agree with voting at home, but I do not agree with updating the emergency order because this can be stretched out to who knows when. Councilmember Scoles agreed.

Mayor Hellyer stated there seems to be a consensus, or most counsel does not want to extend the emergency order. But it's the emergency order that gives you the ability to vote by telephone instead of being present. Also, I'm trying to allow everyone to be heard. We have a workshop for Chapter 2, which is the administration. We'll be talking about these things in the workshop and making quite a few changes to Chapter 2.

**8. BUSINESS** - None

**9. PUBLIC COMMENTS – Town Services or Business Conducted** - None

**10. TOWN COUNCIL DISCUSSION AND/OR COMMENTS**

**a. Councilmember Holder** -Thank you, everybody, for coming out and tuning in. It's been a crazy couple of weeks here. I think once we get the vaccine for COVID, we will be in a better place. Also, at the pier, you're going to start seeing some work done pretty soon. I think tomorrow they're saying the crane will be there, and you're going to start seeing work there. All of those things are important, and thank you for coming.

**b. Councilmember Keating** - I want to thank everybody for coming tonight and listening in. Special thanks to our New Town administrator that is accomplishing some things we've asked for, such as live streaming without having to ask Chad and Elizabeth. That's a great accomplishment. Thank you, sir, for that, I appreciate you and I'm sure most of our residents do likewise. I'm very impressed with you, sir. I must say thank you very much. You have a full plate, and you are on top of everything. I'm very thankful you're with us and that you're here to lead our town. I appreciate it, and I just want to make sure you know that. Otherwise, it has been relatively quiet. It's not that we're not facing challenges on many fronts, but things are happening. Things are being addressed. We've got communication's going. We've seen a lot more out of our police department on their social media, which I think is fabulous. We're getting much better at addressing different mechanisms to communicate. I think that's helping the situation, that's helping our reputation, and it's helping our residents understand where we're headed. We're not entirely there yet, but we're getting better. We're getting a lot better! I have great hopes for 2021, and I think it's going to improve our town. I also want to thank all the residents and all the people I run into while out. I walked into a place the other day, and I got a round of applause! I appreciate the support, appreciate the kind words, appreciate the constructive criticism, and don't necessarily appreciate some of the threats I get, but can't please everyone. So, with that, I want to thank everybody for tuning in, and I hope everyone can participate in some manner in the workshop on January 19th to address our Town's administration.

**c. Councilmember Pellegrino** - Thanks for coming tonight, for watching. Thanks for the live stream Sheri, that's working out well. That's a good improvement. I'd like to thank Mr. Shanahan also; we know we're working on the pier and getting that going and pending items, and he's pushing through them and getting stuff straightened out and getting this information out so we can move forward; thank you for that. We just need to keep enjoying our little town here, a little paradise, because it seems like the world is falling apart around us. But anyway, and we can still enjoy ourselves here. Have a good night.

**d. Councilmember Drake** - I'd like to thank everybody for coming out tonight and live streaming. I'm very happy to see that. That's very good. And as Paul said, they're going to have some more equipment down there this week. Just want everyone to take care through the COVID-19 situation. As David mentioned, we do live in a beautiful little town. Wonderful place. Just remember that.

**e. Councilmember Scoles** - I'd like to thank everyone for coming out this evening and extend a thank you to Sheri and Mr. Shanahan for the information they provided us on the pier. Also, once again, I'd like to thank Chief Hoffman. We have a great police force, and I appreciate everything they do in this town and thank you for your excellent Report tonight. Everyone, please stay safe and see you at the Chapter 2 workshop. Thank you.

**f. Mayor Hellyer** - I want to thank everybody for coming out. I can't believe in the last two months the amount of work we've gotten done here. We had the groundbreaking, and you haven't seen much since. There is a lot of stuff being done behind the scenes. We're trying to do our Value Engineering, getting the price reduced that we're going to pay. That's important that we get that done. Tomorrow, they're going to be putting up the crane to pull the remaining pylons out. And they're going to start to build the Trestles too. Mr. Shanahan has been giving me daily updates, and he just gave us a pier schedule on what Consensus Construction says they're going to do. A timeline on how everything is going to be working. The next thing is that the Police department's been doing a great job. They're doing a great job on social media and keeping the public informed. Mr. Shanahan has also had workshop meetings with residents to talk and express their concerns. We're trying to make things as transparent as possible, and I think we're doing a great job communicating. If there's anything that we're not doing or anything that the residents want, just let us know, and we will work on it. That's a promise that Mr. Shanahan has given to us, and he's going to work with us to improve this town and let us move forward. So we're looking forward to that, and I want to thank everybody for coming tonight.

**11. EXECUTIVE SESSION**

Councilmember Keating stated I don't believe we need an executive session to discuss appointments to town committees. I'm not sure that satisfies the exclusions from the FOIA for an executive session. No motion to enter executive session was made.

Councilmember Keating stated we have six applications for committees, and five of those are already on the committee that just wishes to be re-instated into that position. For those re-appointments, I would like to hear from the chairman of those committees to provide their opinions, and are these members in good standing on the committee? Do they show up to meetings? Have they missed any or how many meetings, etcetera? We should do this as a matter of practice, to make sure we're making the right decisions for the town, these committees' leadership needs to come and present these renewals.

Mayor Hellyer asked that the Board of Zoning Appeals be placed on the next agenda.

Councilmember Keating made a motion to appoint:

- a. Gary Livesay, Accommodations Tax Advisory Committee,
- b. Sammy Truett, Business Committee,
- c. John Gilchrist, Business Committee.

Councilmember Pellegrino second. All voted in favor. **Motion Carried.**

**12. ADJOURNMENT** Councilmember Keating made a motion to adjourn at 7:34 pm. Councilmember Drake second. All voted in favor. **Motion Carried.**

**Surfside Beach Town Council**

\_\_\_\_\_  
Robert Hellyer, Mayor

\_\_\_\_\_  
David L. Pellegrino

\_\_\_\_\_  
Bruce H. Dietrich, Town Council

\_\_\_\_\_  
Cindy Keating, Town Council

\_\_\_\_\_  
Michael Drake, Town Council

\_\_\_\_\_  
Debbie Scoles, Mayor Pro Tempore

\_\_\_\_\_  
Paul Holder, Town Council

Attest: \_\_\_\_\_  
Sheri L Medina  
Town Clerk

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Clerk's Note: This document constitutes summary minutes of the meeting that was digitally recorded, and is not intended to be a complete transcript. Appointments to hear recordings may be made with the town clerk; a free copy of the audio will be given to you, provided you bring a new, unopened flash drive. In accordance with FOIA §30-4-80(A) and (E), meeting notice and the agenda were distributed to local media and interested parties via the Town's email subscription list. The agenda was posted on the entry door at Town Council Chambers. Meeting notice was also posted on the town website at [www.surfsidebeach.org](http://www.surfsidebeach.org) and the Town's LED marquee.



TOWN OF SURFSIDE BEACH  
115 US Highway 17 North  
Surfside Beach, SC 29575  
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## TOWN COUNCIL WORKSHOP MINUTES January 19, 10:00 am.

1. **CALL TO ORDER** Mayor Hellyer called the meeting to order at 10:00 am. Mayor Hellyer, Councilmembers Drake, Holder, Pellegrino, and Keating were in attendance. Others present Town Administrator Shanahan, Town Attorney Crosby, and Town Clerk Sheri Medina. Mayor Pro Tempore Scoles attended by phone. Absent, Councilmember Dietrich.
2. **BUSINESS Chapter 2 Administration of the Town Code of Ordinances.**

There were many sections discussed to conclude that they only needed language to be updated for clarity.

Listed below are the sections that have changed:

  1. **Section 2-20 – Compensation and Benefits of Town Council** - modify paragraph (b) to clarify reimbursement for "out of town" retreats and official business. The travel per diem should be in accordance with the government standards (gsa.gov) applicable to the host city. Since this is considered "taxable income," the reimbursement should include the amount of the additional tax liability the recipient will incur.
  2. **Section 2.22- Time entering and leaving office** - Since we have reinstated two meetings a month - the newly elected council should take office at the first regular council meeting after the election results are confirmed.
  3. **Section 2.37 - Minutes** - include working sessions.
  4. **Section 2.51(b) – Quorum and rules of order** - This stipulates that the Town Administrator acts as the parliamentarian for the meetings. After a short discussion, the language will state a parliamentarian will be appointed.
  5. **Section 2.54- Public comments** -1. Include special meetings to have the public in attendance. 2. If attendance is limited, the Town Clerk may read public comments. Maintain restriction from a resident reading another resident's comment.
  6. **Section 2.61 – Appointment of Committees** (d) we need to take some special measures before extending a term of a committee member - such as ensure they are a member in good standing and maybe limit the times of extension. (f) only statutory committee members cannot hold other offices or positions. (j) clarify that the Town department heads are the point of contact for the committees; in the absence of a department head, they respond to the Town administrator. (m) minimum number for a quorum (some committees rarely meet or have full participation by sitting members) (n) update the provision addressing family members of councilmembers serving on different committees.
  7. **Section 2.91 – Enforcement of Ordinances** - modification of some language
  8. **Section 2.111 – Appointment of Town Administrator** - consider town residency or minimum response time as a requirement of the Town Administrator
  9. **Section 2.112 –Term and Bond** - a term of employment defined in the employment contract. The bond is no longer required – delete.
  10. **Section 2.114-Removal of the Town Administrator from office** – modify this provision to reference the employment contract for the terms of removal, including or payment of severance
  11. **Section 2.131- Appointment** - consider a maximum distance of residence or minimum response time for the Town Clerk (or at least have remote access)
  12. **Section 2.166 – Style; enacting clause; procedure** - Clarification that the department head, or responsible Town employee will verbally present any Ordinance Amendment.
  13. **Section 2.202 –Public Access to procurement information** - reinforce public information for procurement

65 **14. Section 2.208 –Bidding, quotations, purchase order, and purchase requisition requirements** Consider  
66 revising the values to allow the department head to approve procurements up to \$5000. It was thought this had  
67 already been approved.

68  
69 **15. Section 2.209Bidding Procedures - (a)(2)** - Allow concurrence with the responsible department head in the  
70 award of bids.

71  
72 **3. PUBLIC COMMENT**

73  
74 1. Mr. Kreklau, 211 S Hollywood, stated Councilmembers should be allowed to vote from home not only because of  
75 COVID, but there could be other health issues in the future that would require them to stay home.

76  
77 **4. Sections to be discussed at the January 26, 2021 meeting:**

78  
79 **1. Section 2.42 – Voting requirements** - Do we have an ordinance that allows a majority vote to suspend a rule  
80 of order? Let's maintain that the vote is by members present. (b) you would "recuse" yourself from voting, not refrain  
81 from voting. (c) Allow a roll call or show of hands (now that we will be live streaming) (f) Allow telephone voting only  
82 during the State of emergency when an in-person session is not possible.

83  
84 **2. Section 2.61 –Appointments of Committees** - (iv) Highlight MAY discuss appointments in an executive  
85 session. (d) We need to take some special measures before extending a term of a committee member - such as  
86 ensure they are a member in good standing and maybe limit the times of extension. (f) specify "majority" vote, and  
87 only statutory committee members cannot hold other office or position. (j) clarify that the Town department heads are  
88 the point of contact for the committees; in the absence of a department head, they respond to the Town  
89 administrator. (m) minimum number for a quorum (some committees rarely meet or have full participation by sitting  
90 members) (n) address family members of councilmembers serving on different committees.

91  
92 **3. Section 2.208** - consider revising the values to allow the department head to approve procurements up to  
93 \$5000. \$2000 is a bit low, especially for work done by Public Works.

94  
95 **4. Section 2.209** - (1)(2) Requirement for local newspaper should stay so that we give local contractors an  
96 opportunity to bid.

97  
98 **5. Section 2.5.23** - If we are stipulating state and federal laws as governing sale and consumption of alcohol - why  
99 stipulate a specific penalty? Shouldn't the state or federal penalty apply?

100  
101 **5. PUBLIC COMMENT**

102  
103 1. Mr. Kreklau, 211 S Hollywood, Section 2-166, Roberts rules states two reading, but I think if an Ordinance is  
104 substantially changed after the first reading, it should have to come back for a first reading.

105  
106 2. Lynn Manchester, N Ocean Blvd, stated, I appreciate all your hard work, and Thank you for taking care of our  
107 Town.

108  
109 **6. ADJOURNMENT**

110  
111 Councilmember Keating made a motion to adjourn at 12:30, Councilmember Drake second. All voted in favor. **Motion**  
112 **Carried.**

113  
114 **Surfside Beach Town Council**

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117 Robert Hellyer, Mayor

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120 David L. Pellegrino

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120 Bruce H. Dietrich, Town Council

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123 Cindy Keating, Town Council

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123 Michael Drake, Town Council

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126 Debbie Scoles, Mayor Pro Tempore

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126 Paul Holder, Town Council

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128  
129 Attest: \_\_\_\_\_

130 Sheri L Medina  
131 Town Clerk

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137 and the Town's LED marquee.  
138



# Decision Paper

January 26, 2021

**Written by:** Prentice Williams, Fire Chief

- 1. SUBJECT:** Funding Request for \$25,000, Command light for the new Rescue Pumper.
- 2. PURPOSE:** To install a command light on the new Rescue Pumper to make the incident scenes safer.
- 3. ASSUMPTIONS:** It is assumed that the Fire Departments Effectiveness is impacted by safe and efficient emergency vehicles.
- 4. FACTS:**
  1. Purchases were deferred from the 2020-2021 due to funding concerns.
  1. Working emergency scenes at night have some safety issues when you have poor visibility due to lighting.
  2. This fire truck was built with the intention of installing this Command light when funds were available.
  3. This light will help ensure the safety of our Fire Department employees
- 5. RECOMMENDATION:** Town Council motion to approve the funding for \$25,000 for a command light installed on the New Rescue Pumper.
- 6. RATIONALE FOR DECISION:** Installing this command light will ensure the safety and efficiency of the Fire Department.



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**TOWN COUNCIL MEETING MINUTES**  
**TUESDAY, February 9, 2021 • 6:30 pm.**

1. **CALL TO ORDER** Mayor Hellyer called the meeting to order at 6:30 pm. Mayor Hellyer, Councilmembers Dietrich Drake, Holder, Keating, and Mayor Pro Tempore Scoles were in attendance. Others present Town Administrator Shanahan, Town Attorney Crosby, and Town Clerk Sheri Medina. Absent, Councilmember Pellegrino.
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**
  - A. Invocation: Given by Thomas Cox, Surfside Christian Church
  - B. Pledge of Allegiance: Mayor Hellyer led in the Pledge of Allegiance

The Mayor stated that the town of Surfside Beach had somebody come in and take a look at both Council Chambers and town hall. In doing an inspection, they found some mold. We don't know the extent of this as of yet. So, I ask everybody that's here tonight to make sure that you keep your masks on. They are going to do more extensive testing come tomorrow, and we'll figure it out. If they have to do remediation, or it's unsafe here, we may move over to the Civic Center until everything gets done. I just wanted to bring that to your attention.

3. **PUBLIC HEARING** - None
4. **MOTIONS RELATING TO AGENDA** - None
5. **MINUTES APPROVAL** Councilmember Drake made a motion to accept the meeting minutes, with changes for January 26, 2021, Councilmember Holder seconded. Councilmembers Scoles, Keating, Holder, Drake, and Mayor Hellyer voted in favor. Councilmember Dietrich abstained. **Motion Carried.**
6. **PUBLIC COMMENTS** – None
7. **COMMUNICATIONS**
  - A. **Fire Department Report** – Given by Chief Williams. Chief Williams gave a summary of the Fire Department December and January monthly reports. Chief Williams also stated on March 2, 2021, at 7:45 am; the Fire Department will be presenting "The day in the life of a Firefighter" to the councilmembers. If any community members want to come and see what the fire department does daily, please come. We just can't wait to show you what we do. Many times, you just see the fire trucks sitting, and not a lot of activity is going on. We do a lot of training, we continuously train. So, we always are ready when a call comes in.

Councilmember Keating asked if we did any data evaluation on what may be contributing to the increase in call volume? Chief Williams stated we do more and more medical calls. Also, with COVID restrictions, a lot more people are staying home.

Councilmember Drake raised the question if the Fire department billed for calls. Chief Williams said they do not bill. Councilmember Drake stated that might be something we need to look into if you can collect per the insurance aspect.

Chief Williams stated most departments around here do not collect any revenue from responding to those types of incidents.

Administrator Shanahan stated he would work with Chief Williams to gather information and bring it back to the Council.

Councilmember Holder asked if the training you had, January 14<sup>th</sup>, were the volunteers included?

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Chief Williams stated yes, every firefighter that is interior. You have to meet that criteria for South Carolina to be State certified. We have some support personnel, they go, and they do more or less equipment, or fire trucks, put it in places where the interior guys can grab it and go inside. We are also adding more volunteers.

Councilmember Keating asked if the RING doorbells are linked on the Search Side Beach Fire Department web page. Chief Williams stated you could go onto "neighbors" on the ring app and see updates from the Surfside Beach Fire Department.

**B. Pier Update** - Mr. Shanahan stated that all of the existing piles have been removed from the beach area. While doing that, we found some substantial pieces of concrete, so we're removing them because that'll just help with the construction. Intercostal is waiting to finalize a study for the typical loads on the access trestle and the access ramp. As soon as they get that information in, and they expect them any day, they will start construction within the next couple of weeks after that. Consensus provided anticipated numbers of special inspections required for the various construction stages, and Collins Engineering will submit this information and get the special inspections RFP out.

Consensus stated that they'd have a list of Value Engineering within the next week or so, and we'll put that together and bring that before the Council. They are working on a three-dimensional model of the pier of what it will look like based on the contract. We're working with Consensus to ensure that the risks insurance will be where it's supposed to be so that there will be nothing dangerous.

## 8. BUSINESS

**A. Community Garden** – Councilmember Drake stated we've met with John Adair and identified 10<sup>th</sup> Ave South, All Children's Park, as a location for the community garden. The property section was donated to the Town. Mr. Adair is checking to make sure there are no restrictions on the property. The portion to be used is approximately 40 feet by 110 feet. It is appropriate for what we want to do.

Administrator Shanahan stated with the direction of the Council, I will, for the next meeting, come up with a process on how we're going to make it happen. What we're going to make it look like and how it will be managed. Right now, my goal is maybe to address one of our committees and see if they'd like to take ownership and manage it.

Councilmember Keating stated there would need to be a cost summary and just what that cost commitment is for the town. Then from there, it should mostly be in the volunteer's hands.

Mayor Hellyer stated in that section of the lot, there is a bench with two trees that is a memorial bench that was put there by past residents and family, we have all intention to leave that where it is. There is currently a water line there from an old restroom.

**B. Resolution 2021-204 Sale of Pier wood** – Councilmember Scoles stated the resolution needs to be clarified as to the wood limit per Wednesday.

Mayor Hellyer stated the whole concept of limiting it to 10 feet per person was to give everybody a chance to get some. Each person is allowed 10 feet per Wednesday.

Councilmember Keating stated that she knew of a business in town that would want enough wood to build a restaurant table. Also, there should be a clause added to this resolution to readdress after 90 days so that if there is a large amount of wood left, we can open it up for people to purchase larger amounts of the wood.

Councilmember Keating made a motion to approve Resolution 2021-204 to modify adding an expiration date. Councilmember Dietrich second. All voted in favor. **Motion carried.**

## 9. PUBLIC COMMENTS – None

## 10. TOWN COUNCIL DISCUSSION AND/OR COMMENTS

**A. Councilmember Scoles** –I'd like to thank everyone that participated in tonight's meeting, and Chief Williams, thank you very much for your report and information. Appreciate the job that you guys do. I hope everyone stays safe during this pandemic, and we'll see you in a couple of weeks.

**B. Councilmember Holder** - I like to thank everyone that came tonight. I'd also like to thank Mr. Williams for a great presentation tonight and a great job in our fire department. Appreciate it. I just wanted to say I'm getting my COVID vaccine tomorrow. And I hope each of you gets your vaccine as soon as you can. Please stay safe, and we will see you next time.

**C. Councilmember Keating** - As usual, thank everybody for coming and for dialing in, and those who are watching live streams. Our agenda tonight was a little bit light. But, we do have several things in the works. I believe we are still drafting an emergency ordinance, discussing reading public comments, and allowing council members' remote participation. We have the long-awaited Chapter 17, hopefully coming back. I had an email exchange with Carol Coleman to update some provisions based on some comments I provided to the final version of Chapter 17. This is the same version or the same ordinance change presented to the Council for the first reading on January 28th of 2020. So, it will be going to a public hearing since it constitutes zoning changes the end of February. Hopefully, we can get that through the process so we can move on with the additional changes and reviews out there.

We also have finalized the Chapter 2 changes discussed at a public hearing and at the last meeting. So, we are not just focused on the pier, but we're also focusing on getting our code of ordinances cleaned up. There's a lot of things in there; you heard Chief Hoffman a couple of meetings ago talking about how they're updated. So, we are stepping through the Code. We're getting ready to address Chapter 5 for the elections and moving through the town's administration and the town's operation. So, keep your eyes out for that information, that will be coming shortly. So, with that, I hope everybody has a good night. Stay safe, stay healthy, and see you back here in two weeks.

**D. Councilmember Dietrich** - Good evening. First and foremost, thanks for coming out tonight. Second of all, it is nice to be back. I think Cindy covered it well. We've got a lot to do; we'll get it done. It's not going to creep over us. We'll just take care of it as it comes along. Thanks for all your help. So thank you all, God bless. Be safe, and go home, and enjoy your life. Thank you very much.

**E. Councilmember Drake** - I'd like to thank everybody for tuning in, coming out tonight; I appreciate it. Let's support the business community for some of the stuff they've been getting done. A lot outside dining at the Wooden Spoon. It's got nice outside dining. I encourage you to visit them; it's very nice. They did a bunch of painting, looks good. With Valentine's Day, you can visit Beach Buds. If you can spread some money around and help your community, I appreciate you doing it. Make sure you visit our restaurants and our local businesses need your help. They want to see us. Thank you very much, and have a good week, and we'll see you in two weeks.

**F. Mayor Hellyer** - A whole lot is going on. I was looking at an email today sent to the Town Administrator who forwarded it to me, saying that their neighbors didn't have any Internet. They didn't know where to go to get the COVID vaccine. If there are some senior citizens that don't have internet or do Social media, I think that we're going to be working on trying to get our residents involved and seeing who needs help, and trying to address that issue. It's all about taking care of our residents. I thank Bill Shanahan for what he's done for us in the work that he's done. He's met with the committee members. He's met with all the chairmen of the committees. He's, he's met with the citizens. He's met with everybody. I think you're doing a wonderful job, and we support you 100%. We're working on the pier. We're going to get it done. Let's just take some time for us to get to work on ourselves a little bit better. So, thank you very much and thanks for coming out. Have a good evening.

#### **11. EXECUTIVE SESSION**

Councilmember Keating made a motion to close the Regular Meeting and enter Executive Session pursuant to South Carolina Code section 30-4-70 (a)(2) to receive legal advice and discuss a proposed class action settlement agreement 2019-CP-26-01732. Councilmember Drake second.

Councilmember Drake made a motion to re-enter regular session. Councilmember Keating second.

#### **12. MOTIONS RESULTING FROM EXECUTIVE SESSION.**

Councilmember Keating made a motion to authorize our Town Administrator to enter into and execute the Proposed Class Action settlement agreement with the City of Myrtle Beach for itself and as a class of similarly situated Plaintiffs' versus Horry County on behalf of the Town of Surfside Beach. Councilmember Drake second. All voted in favor. **Motion Carried.**

**13. ADJOURNMENT** Councilmember Holder made a motion to adjourn at 7:45 pm. Councilmember Keating second. All voted in favor. **Motion Carried.**

### **Surfside Beach Town Council**

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Robert Hellyer, Mayor

\_\_\_\_\_  
David L. Pellegrino

\_\_\_\_\_  
Bruce H. Dietrich, Town Council

\_\_\_\_\_  
Cindy Keating, Town Council

\_\_\_\_\_  
Michael Drake, Town Council

\_\_\_\_\_  
Debbie Scoles, Mayor Pro Tempore

\_\_\_\_\_  
Paul Holder, Town Council

Attest: \_\_\_\_\_  
Sheri L Medina  
Town Clerk

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Clerk's Note: This document constitutes summary minutes of the meeting that was digitally recorded, and is not intended to be a complete transcript. Appointments to hear recordings may be made with the town clerk; a free copy of the audio will be given to you, provided you bring a new, unopened flash drive. In accordance with FOIA §30-4-80(A) and (E), meeting notice and the agenda were distributed to local media and interested parties via the Town's email subscription list. The agenda was posted on the entry door at Town Council Chambers. Meeting notice was also posted on the town website at [www.surfsidebeach.org](http://www.surfsidebeach.org) and the Town's LED marquee.



## Town of Surfside Beach Finance Report December 31, 2020

### **General Fund**

Revenue in General Fund YTD totals 3.4 million slightly less than the prior year. However; tax collections total \$2.3 million slightly higher than the prior year. Internal transfers contributed to the revenue YTD.

General Fund operating expenditures continue to be less than last year due to the decision to postpone many purchases due to COVID -19.

There were 23 new business license accounts opened in December, 5 new businesses, 2 new rentals, 10 new contractors, and 6 out of town businesses.

### **Special Revenue Funds**

A-Tax Fund: Expenses YTD total \$301k for beach maintenance, beach police patrol, and advertising funds sent to the Myrtle Beach Chamber of Commerce.

Hospitality Fund: Collections YTD total \$420k which is lower than the prior year.

Local A-Tax Fund: Collections YTD total \$684k which is higher than the prior year.

A portion of these funds is un-spendable until legal action is finalized with County and Myrtle Beach.

### **Capital Projects Fund**

Bids were received for the street paving project. The work should begin in January 2021.

### **Stormwater Utility Fund**

Horry County has forwarded \$287k of Stormwater fees collected YTD. The bids for the construction of the Dogwood Swash bridge are due in January 2021.

### **Enterprise Funds**

Pier Fund: The Pier Fund has accounted for the removal of the pier structure. Internal fund transfers were made as budgeted. Construction payment #1: \$ 306,650 was disbursed in December.

The low bidder for the Pier Loan was Chase with a rate of 2.18%, expected closing of January 7, 2021.

Sanitation Fund: Revenue YTD totals \$805k which is in slightly higher than the prior year. Expenses total \$633k which includes depreciation and internal transfer.

### **Lanier Parking**

Parking has ended for the season. FY revenue totals \$251k and expenditures total \$89k. Parking resumes again March 1, 2021

### **Finance Department**

The Finance Department is beginning to working on budget amendments for 2020-2021 budget as well as the budget for 2021-2022.

### **Transparency**

The Town's check register has been posted online. Visit the following websites for information:

Town of Surfside Beach <https://www.surfsidebeach.org> and SC Comptroller General

<https://www.cg.sc.gov/fiscaltransparency> If you have any questions regarding this report, please contact the Finance Department at (843)-913-6336.

**Town of Surfside Beach**  
**General Fund**  
**Summary Financial Information**  
**December 31, 2020**

	<b>Dec 2020</b>	<b>YTD 2020-2021</b>	<b>FY 20-21 Budget</b>	<b>Over (Under) Budget</b>	<b>Dec 2019</b>	<b>YTD 2019-2020</b>
<b>Revenue</b>						
Property Taxes	\$ 1,433,260	\$ 2,294,796	\$ 3,232,000	\$ (937,204)	\$ 1,491,877	\$ 2,282,068
Licenses & Permits	32,969	153,080	1,571,500	(1,418,420)	22,400	173,421
Franchise Fees	19,008	152,312	682,300	(529,988)	19,008	153,341
Fines	12,200	67,421	111,500	(44,079)	6,538	70,735
Interest	1,057	7,099	25,000	(17,901)	2,276	17,056
Intergovernmental	11,707	125,934	222,420	(96,486)	-	104,361
Special Event	1,135	4,905	12,000	(7,095)	1,663	14,551
Other Revenue	7,904	66,353	62,000	4,353	16,807	61,860
Parking	405	159,642	260,000	(100,358)	822	163,828
<b>Total Revenue</b>	<b>\$ 1,519,645</b>	<b>\$ 3,031,542</b>	<b>\$ 6,178,720</b>	<b>\$ (3,147,178)</b>	<b>\$ 1,561,391</b>	<b>\$ 3,041,221</b>
<b>Expenditures</b>						
Administration	\$ 33,620	\$ 211,309	\$ 540,665	\$ (329,356)	\$ 40,952	\$ 215,253
Finance	24,292	170,860	386,900	(216,040)	31,916	230,800
Court	11,253	70,164	159,870	(89,706)	11,074	74,282
Facilities	6,110	38,755	96,850	(58,095)	8,959	62,750
Police	166,425	1,028,301	2,378,155	(1,349,854)	165,643	1,144,515
Parking Expenses	6,019	58,613	130,600	(71,987)	5,192	64,856
Fire	76,312	369,820	862,545	(492,725)	64,579	377,366
Building & Zoning	31,745	113,566	249,505	(135,939)	25,319	142,820
Grounds	28,113	182,675	402,690	(220,015)	28,833	188,135
Public Works	75,684	461,085	1,014,970	(553,885)	72,560	479,093
Fleet Maintenance	11,446	71,233	171,215	(99,982)	12,809	86,859
Events	16,212	79,817	195,700	(115,883)	25,710	116,797
Non Departmental	11,103	48,308	186,935	(138,627)	13,863	53,819
<b>Total Expenditures</b>	<b>\$ 498,334</b>	<b>\$ 2,904,506</b>	<b>\$ 6,776,600</b>	<b>\$ (3,872,094)</b>	<b>\$ 507,409</b>	<b>\$ 3,237,345</b>
<b>Net Revenue/(Expenditures) Before Debt &amp; Capital Expenditures</b>	<b>\$ 1,021,311</b>	<b>\$ 127,036</b>	<b>\$ (597,880)</b>	<b>\$ 724,916</b>	<b>\$ 1,053,982</b>	<b>\$ (196,124)</b>
<b>Debt and Capital Expenditures</b>						
Capital Other Equipment Admin	\$ -	\$ -	\$ -	-	\$ -	\$ -
Capital Replacement Parking	-	-	-	-	-	-
Capital Fire Truck	-	-	-	-	-	1,623
Capital Land	-	-	-	-	10,465	574,891
Debt Service	-	75,000	75,020	(20)	-	76,895
Capital Replacement Grounds	-	-	-	-	-	19,930
Capital Replacement Streets	-	-	-	-	-	39,860
Capital Other Equipment	-	-	-	-	-	-
Transfer to Capital Projects	-	-	-	-	-	-
<b>Total Debt and Capital Expenditures</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,020</b>	<b>\$ (20)</b>	<b>\$ 10,465</b>	<b>\$ 713,199</b>
<b>Total Expenditures</b>	<b>\$ 498,334</b>	<b>\$ 2,979,506</b>	<b>\$ 6,851,620</b>	<b>\$ (3,872,114)</b>	<b>\$ 517,874</b>	<b>\$ 3,950,544</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$ 1,021,311</b>	<b>\$ 52,036</b>	<b>\$ (672,900)</b>	<b>\$ 724,936</b>	<b>\$ 1,043,517</b>	<b>\$ (909,323)</b>
<b>Other Financing Sources</b>	<b>\$ 135,925</b>	<b>\$ 415,318</b>	<b>\$ 672,900</b>	<b>(257,582)</b>	<b>\$ 231,635</b>	<b>\$ 463,138</b>
<b>Net Change in Fund Balance</b>	<b>\$ 1,157,236</b>	<b>\$ 467,354</b>	<b>\$ -</b>	<b>\$ 467,354</b>	<b>\$ 1,275,152</b>	<b>\$ (446,185)</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 5,138,323				
Ending Fund Balance		\$ 5,605,677				

Town of Surfside Beach						
General Fund Revenue						
December 31, 2020						
	Dec	YTD	FY 20-21	Over (Under)	Dec	YTD
General Fund	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Property Taxes</b>						
Current Property Taxes	\$ 1,428,149	\$ 2,233,938	\$ 3,195,000	\$ (961,062)	\$ 1,491,619	\$ 2,273,981
Penalties & Prior Year Taxes	3,850	53,963	25,000	28,963	(302)	5,836
Motor Carrier Taxes	1,261	6,895	12,000	(5,105)	560	2,251
Total Property Taxes	\$ 1,433,260	\$ 2,294,796	\$ 3,232,000	\$ (937,204)	\$ 1,491,877	\$ 2,282,068
<b>Licenses and Permits</b>						
Business Licenses - Local	\$ 14,386	\$ 66,290	\$ 625,000	\$ (558,710)	\$ 8,040	\$ 62,134
Business Licenses - MASC	1,347	2,961	750,000	(747,039)	16	6,695
Animal Licenses	-	210	1,500	(1,290)	-	300
Building Permits and Fines	17,236	83,619	195,000	(111,381)	14,344	104,292
Total Licenses & Permits	\$ 32,969	\$ 153,080	\$ 1,571,500	\$ (1,418,420)	\$ 22,400	\$ 173,421
<b>Franchise Fees</b>						
Santee Cooper (Bi-Annual)	\$ -	\$ -	\$ 290,000	\$ (290,000)	\$ -	\$ -
GSW&SA (Monthly Installments)	19,008	114,049	228,000	(113,951)	19,008	114,049
Charter Communications (Quarterly)	-	35,792	150,000	(114,208)	-	38,028
SCANA (Annual)	-	-	10,100	(10,100)	-	-
HTC	-	2,471	3,000	(529)	-	1,264
Beach Services	-	-	1,200	(1,200)	-	-
Total Franchise Fees	\$ 19,008	\$ 152,312	\$ 682,300	\$ (529,988)	\$ 19,008	\$ 153,341
<b>Fines and Forfeits</b>						
Police Fines	\$ 9,809	\$ 49,268	\$ 90,000	\$ (40,732)	\$ 5,082	\$ 56,897
Victims Assistance	2,091	13,178	18,000	(4,822)	1,231	11,713
Parking Fines	300	4,975	3,500	1,475	225	2,125
Total Fines Forfeits	\$ 12,200	\$ 67,421	\$ 111,500	\$ (44,079)	\$ 6,538	\$ 70,735
<b>Interest</b>						
	\$ 1,057	\$ 7,099	\$ 25,000	\$ (17,901)	\$ 2,276	\$ 17,056
<b>Intergovernmental Revenues</b>						
Aid - Local Government Fund	\$ -	\$ 22,743	\$ 90,000	\$ (67,257)	\$ -	\$ 22,743
Alcohol Permits	-	23,800	47,600	(23,800)	-	4,200
Homestead Exemption	-	-	52,000	(52,000)	-	-
Merchants Inventory	-	5,560	11,120	(5,560)	-	5,560
Other Grants	-	15,074	10,000	5,074	-	-
FEMA	-	1,481	-	1,481	-	31,217
PEBA Reimbursement	-	31,337	-	31,337	-	31,337
Law Enforcement	-	14,231	-	14,231	-	9,304
H.C. Recreation Grants	11,707	11,707	11,700	7	-	-
Total Intergovernmental	\$ 11,707	\$ 125,934	\$ 222,420	\$ (96,486)	\$ -	\$ 104,361
<b>Rental and Special Events Revenue</b>						
Civic Center Rental	\$ 60	\$ 105	\$ 2,500	\$ (2,395)	\$ 363	\$ 3,421
Special Events and Donations	1,075	4,800	9,500	(4,700)	1,300	11,130
Total Rental and Special Events	\$ 1,135	\$ 4,905	\$ 12,000	\$ (7,095)	\$ 1,663	\$ 14,551
<b>Other Revenue</b>						
Miscellaneous Revenues	\$ 1,321	\$ 8,841	\$ 21,000	\$ (12,159)	\$ 1,675	\$ 8,962
Rebates & Reimbursements	1,836	23,537	15,000	8,537	2,588	9,351
Vehicle Maintenance Reimbursements	1,449	7,804	13,000	(5,196)	962	7,772
Records/Reports/Prisoner Housing	35	325	2,500	(2,175)	60	536
Town Merchandise	731	2,918	5,000	(2,082)	304	3,778
Sale of Fixed Assets	-	19,550	-	19,550	4,625	14,785
Insurance Proceeds	2,532	3,378	5,500	(2,122)	6,593	16,676
Total Other Revenue	\$ 7,904	\$ 66,353	\$ 62,000	\$ 4,353	\$ 16,807	\$ 61,860
<b>Lanier Revenue</b>						
Parking Fees-Lanier	\$ -	\$ 147,609	\$ 240,000	\$ (92,391)	\$ -	\$ 144,434
Parking Citations-Lanier	405	12,033	20,000	(7,967)	822	19,394
Total Parking	\$ 405	\$ 159,642	\$ 260,000	\$ (100,358)	\$ 822	\$ 163,828
<b>Total Revenue before Transfers</b>						
	\$ 1,519,645	\$ 3,031,542	\$ 6,178,720	\$ (3,147,178)	\$ 1,561,391	\$ 3,041,221
<b>Other Financing Sources</b>						
Transfer from Sanitation Fund	\$ 24,500	\$ 49,000	\$ 98,000	\$ (49,000)	\$ 23,500	\$ 47,000
Transfer from Accommodations Tax Fund	-	43,223	53,750	(10,527)	-	43,711
Transfer from A-Tax Contractual Services	30,175	85,575	196,150	(110,575)	27,575	82,825
Transfer from Hospitality	43,750	87,500	100,000	(12,500)	55,000	110,000
Transfer from Local Accommodations Tax	37,500	75,000	150,000	(75,000)	48,075	96,150
Transfer from Pier Enterprise	-	-	-	-	600	6,567
Transfer from Lease Payments	-	75,020	75,000	20	76,885	76,885
Total Other Financing Sources	\$ 135,925	\$ 415,318	\$ 672,900	\$ (257,582)	\$ 231,635	\$ 463,138
<b>Total Revenues &amp; Other Financing Sources</b>						
	\$ 1,655,570	\$ 3,446,860	\$ 6,851,620	\$ (3,404,760)	\$ 1,793,026	\$ 3,504,359



**Town of Surfside Beach  
Special Revenue Funds  
December 31, 2020**

**Accommodations Fund**

	<b>Dec 2020</b>	<b>YTD 2020-2021</b>	<b>FY 20-21 Budget</b>	<b>Over (Under) Budget</b>	<b>Dec 2019</b>	<b>YTD 2019-2020</b>
<b>Revenue</b>						
Accommodations Tax	\$ -	\$ 389,466	\$ 600,000	\$ (210,534)	\$ -	\$ 399,225
Special Events/Donations	-	-	-	-	-	2,359
Sale of Fixed Assets	-	8,283	11,000	(2,717)	-	10,950
Interest Income	63	237	500	(263)	120	370
Total Revenues	\$ 63	\$ 397,986	\$ 611,500	\$ (213,514)	\$ 120	\$ 412,904
<b>Expenditures</b>						
Police	\$ 193	\$ 2,223	\$ 50,000	\$ (47,777)	\$ 191	\$ 4,591
Fire	-	-	-	-	-	-
Utilities	-	-	-	-	481	4,449
Special Events	-	193	24,500	(24,307)	105	25,643
Advertising - MB Chamber (30%)	-	109,340	157,500	(48,160)	-	112,268
Grants/Materials & Supplies	-	7,500	12,500	(5,000)	-	12,500
Professional Services	-	-	-	-	731	4,943
Advertising & Promotion	450	2,970	12,000	(9,030)	-	-
Capital Projects - Restrooms	-	-	-	-	-	-
Transfer to General Fund	-	43,223	53,750	(10,527)	-	43,711
Transfer to General Contractual	30,175	85,575	196,150	(110,575)	27,575	82,825
Transfer to Pier	50,000	50,000	75,000	(25,000)	-	-
Transfer to Beach Renourishment	-	-	-	-	-	-
Total Expenditures	\$ 80,816	\$ 301,023	\$ 581,400	\$ (280,377)	\$ 29,081	\$ 290,929
Net Change in Fund Balance	\$ (80,753)	\$ 96,963	\$ 30,100	\$ 66,863	\$ (28,961)	\$ 121,975
Beginning Fund Balance 7/01/2020 Actual		\$ 69,575				
Ending Fund Balance		\$ 166,538				

**Town of Surfside Beach  
Special Revenue Funds  
December 31, 2020**

**Hospitality Fund**

	<b>Dec 2020</b>	<b>YTD 2020-2021</b>	<b>FY 20-21 Budget</b>	<b>Over (Under) Budget</b>	<b>Dec 2019</b>	<b>YTD 2019-2020</b>
<b>Revenue</b>						
Hospitality Fees	\$ 51,911	\$ 418,043	\$ 360,000	\$ 58,043	\$ 57,616	\$ 486,765
Interest Income	288	1,594	4,000	(2,406)	637	3,033
Grant/Misc/Veteran's Wall	100	500	20,000	(19,500)	150	700
<b>Total Revenues</b>	<b>\$ 52,299</b>	<b>\$ 420,137</b>	<b>\$ 384,000</b>	<b>\$ 36,137</b>	<b>\$ 58,403</b>	<b>\$ 490,498</b>
<b>Expenditures</b>						
Police	\$ -	\$ 1,836	\$ -	\$ 1,836	\$ 20,410	\$ 174,100
Fire	-	-	-	-	-	-
Grounds	6,134	6,312	90,000	(83,688)	-	4,433
Streets	-	-	-	-	-	8,842
Repairs & Maintenance	-	-	-	-	-	-
Veteran's Memorial	206	2,281	5,000	(2,719)	47	3,432
Transfer to General Fund	43,750	87,500	100,000	(12,500)	55,000	110,000
Transfer to Pier	92,500	92,500	185,000	(92,500)	-	-
Transfer to Capital Assets	-	-	-	-	-	-
Transfer to Capital Projects	-	-	-	-	-	-
Transfer to Capital Beach Renourish	-	-	-	-	-	-
Transfer to Lease Pmt	-	75,020	75,000	20	76,885	76,885
Transfer to Capital Projects Underground	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 142,590</b>	<b>\$ 265,449</b>	<b>\$ 455,000</b>	<b>\$ (189,551)</b>	<b>\$ 152,342</b>	<b>\$ 377,692</b>
<b>Net Change in Fund Balance</b>	<b>\$ (90,291)</b>	<b>\$ 154,688</b>	<b>\$ (71,000)</b>	<b>\$ 225,688</b>	<b>\$ (93,939)</b>	<b>\$ 112,806</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 752,302				
Ending Fund Balance		\$ 906,990				

**Local Accommodations Fund**

	<b>Dec 2020</b>	<b>YTD 2020-2021</b>	<b>FY 20-21 Budget</b>	<b>Over (Under) Budget</b>	<b>Dec 2019</b>	<b>YTD 2019-2020</b>
<b>Revenue</b>						
Local Accommodations Tax	\$ 25,255	\$ 682,597	\$ 435,000	\$ 247,597	\$ 24,248	\$ 609,821
Interest Income	422	2,131	2,000	131	327	1,245
<b>Total Revenues</b>	<b>\$ 25,677</b>	<b>\$ 684,728</b>	<b>\$ 437,000</b>	<b>\$ 247,728</b>	<b>\$ 24,575</b>	<b>\$ 611,066</b>
<b>Expenditures</b>						
Transfer to Pier	\$ 100,000	\$ 100,000	\$ 200,000	\$ (100,000)	\$ -	\$ -
Transfer to General Fund	37,500	75,000	150,000	-	48,075	96,150
	\$ 137,500	\$ 175,000	\$ 350,000	\$ (100,000)	\$ 48,075	\$ 96,150
<b>Net Change in Fund Balance</b>	<b>\$ (74,323)</b>	<b>\$ 509,728</b>	<b>\$ 87,000</b>	<b>\$ 347,728</b>	<b>\$ 24,575</b>	<b>\$ 611,066</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 831,059				
Ending Fund Balance		\$ 1,340,787				

**Town of Surfside Beach  
Capital Projects Fund  
December 31, 2020**

	Dec	YTD	FY 20-21	Over (Under)	Dec	YTD
Capital Projects Fund	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	287	1,946	2,000	(54)	1,146	7,261
Government Grants	-	-	-	-	-	-
CTC Reimbursement	-	-	300,000	(300,000)	-	-
Horry County Vehicle Tax	-	49,754	120,000	(70,246)	-	48,504
Underground Utilities Reimbursement	-	-	-	-	-	336,376
<b>Total Revenue</b>	<b>\$ 287</b>	<b>\$ 51,700</b>	<b>\$ 422,000</b>	<b>\$ (370,300)</b>	<b>\$ 1,146</b>	<b>\$ 392,141</b>
<b>Expenditures</b>						
Fire	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grounds	-	-	-	-	-	-
Streets	-	-	-	-	-	-
Underground Hwy 17	-	-	30,000	(30,000)	-	3,335
Underground Project	-	-	-	-	-	-
Capital-Street Improvements	750	9,000	430,000	(421,000)	4,453	11,702
3rd Ave S Streetscape	-	-	-	-	-	92,082
Capital-Other (Mast Arms)	-	-	-	-	-	-
Transfer to Stormwater Utility	-	-	-	-	-	166,031
<b>Total Expenditures</b>	<b>\$ 750</b>	<b>\$ 9,000</b>	<b>\$ 460,000</b>	<b>\$ (451,000)</b>	<b>\$ 4,453</b>	<b>\$ 273,150</b>
<b>Other Financing Sources</b>						
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beach Renourishment Hospitality	-	-	-	-	-	-
3rd Ave S Streetscape-Hospitality	-	-	-	-	-	92,082
Beach Renourishment A-Tax	-	-	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 92,082</b>
<b>Net Change in Fund Balance</b>	<b>\$ (463)</b>	<b>\$ 42,700</b>	<b>\$ (38,000)</b>	<b>\$ 80,700</b>	<b>\$ (3,307)</b>	<b>\$ 211,073</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 1,177,591				
Ending Fund Balance		\$ 1,220,291				
	Fund Balances 7/1/2020	Milage, Grants, Interest, Reimbursement	Transfers	Expenditures	Ending Balances	
<b>Beach Renourishment</b>	\$ 665,442	830	-	-	<b>\$ 666,272</b>	
<b>Underground</b>	141,399	830	-	-	<b>142,229</b>	
<b>Street Improvements</b>	369,935	49,754	-	(9,000)	<b>410,689</b>	
<b>Hydrants</b>	815	-	-	-	<b>815</b>	
	<b>\$ 1,177,591</b>	<b>\$ 51,414</b>	<b>\$ -</b>	<b>\$ (9,000)</b>	<b>\$ 1,220,005</b>	

**Town of Surfside Beach**  
**Stormwater Utility Fund**  
**December 31, 2020**

	Dec 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Dec 2019	YTD 2019-2020
<b>Stormwater Fund</b>						
<b>Revenue</b>						
Stormwater Tax	\$ 178,770	\$ 287,065	\$ 465,000	\$ (177,935)	\$ 190,388	\$ 449,182
Interest Income	167	780	2,000	(1,220)	143	197
Other Income Grant	-	-	500,000	(500,000)	-	-
Transfer From Other Funds	-	-	-	-	-	-
Transfer From Capital Projects	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 178,937</b>	<b>\$ 287,845</b>	<b>\$ 967,000</b>	<b>\$ (679,155)</b>	<b>\$ 190,531</b>	<b>\$ 449,379</b>
<b>Expenditures</b>						
Travel & Training	\$ 2,245	\$ 12,793	\$ 20,600	\$ (7,807)	\$ -	\$ 11,341
Operation of Motor Vehicles	-	623	3,000	(2,377)	190	6,386
Utilities	923	6,069	12,000	(5,931)	1,023	6,324
Horry County Processing Fee	536	969	1,860	(891)	762	1,133
Materials & Supplies	544	8,207	25,200	(16,993)	-	4,438
Professional Services	-	15,008	53,000	(37,992)	700	15,708
Vehicle Insurance	-	-	185	-	-	-
Capital - Land Improvements	-	-	-	-	-	-
Capital - Drainage Improvements	-	-	-	-	-	-
Capital - Motor Vehicles	-	-	-	-	-	-
Capital - Infrastructure Swash Bridge	2,578	27,530	850,000	-	-	-
Capital - Other Equipment	-	-	-	-	-	102,900
<b>Total Expenditures</b>	<b>\$ 6,826</b>	<b>\$ 71,199</b>	<b>\$ 965,845</b>	<b>\$ (71,991)</b>	<b>\$ 2,675</b>	<b>\$ 148,230</b>
<b>Net Change in Fund Balance</b>	<b>\$ 172,111</b>	<b>\$ 216,646</b>	<b>\$ 1,155</b>	<b>\$ (607,164)</b>	<b>\$ 187,856</b>	<b>\$ 301,149</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 416,828				
Ending Fund Balance		\$ 633,474				

Town of Surfside Beach						
Enterprise Funds						
December 31, 2020						
Pier Enterprise Fund						
	Dec	YTD	FY 20-21	Over (Under)	Dec	YTD
	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Income Rents/Leases	\$ (11,987)	\$ 21,763	\$ -	\$ 21,763	\$ -	\$ 65,667
Interest Income	363	2,145	500	1,645	380	2,203
FEMA	-	71,642	-	71,642	-	-
Other Income	-	-	-	-	-	-
Parking Fees Lanier	-	85,161	-	85,161	-	78,900
Parking Citations Lanier	-	6,615	-	6,615	-	3,300
Transfer From A-Tax	50,000	50,000	75,000	(25,000)	-	-
Transfer From Local A-Tax	100,000	100,000	200,000	(100,000)	-	-
Transfer From Hospitality	92,500	92,500	185,000	(92,500)	-	-
<b>Total Revenues</b>	<b>\$ 230,876</b>	<b>\$ 429,826</b>	<b>\$ 460,500</b>	<b>\$ (30,674)</b>	<b>\$ 380</b>	<b>\$ 150,070</b>
<b>Expenses</b>						
Lanier Bank Fees	\$ -	\$ 4,625	\$ -	\$ 4,625	\$ 22	\$ 3,910
Lanier Parking Expenses	2,362	25,902	-	25,902	1,540	29,552
Operating Expenses	5,934	7,107	-	7,107	96	2,433
Professional Services	12,000	45,629	100,000	(54,371)	-	2,080
Insurance	107	1,015	-	1,015	358	2,108
Depreciation	-	20,034	-	20,034	30,588	30,588
Loss on Sale of Fixed Asset	-	376,277	400,000	-	-	-
Transfer General Fund	-	-	-	-	600	6,567
Special Events	-	-	-	-	-	3,840
<b>Total Expenses</b>	<b>\$ 20,403</b>	<b>\$ 480,590</b>	<b>\$ 500,000</b>	<b>\$ 4,313</b>	<b>\$ 33,204</b>	<b>\$ 81,079</b>
<b>Change in Net Position</b>	<b>\$ 210,473</b>	<b>\$ (50,764)</b>	<b>\$ (39,500)</b>	<b>\$ (34,987)</b>	<b>\$ (32,824)</b>	<b>\$ 68,991</b>
Total Net Position - Beginning 7/01/2020 Actual		\$ 4,023,240				
Total Net Position - Ending		\$ 3,972,476				
<b>Sanitation Fund</b>						
	Dec	YTD	FY 20-21	Over (Under)	Dec	YTD
	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Sanitation Fees	\$ 103,280	\$ 772,586	\$ 1,365,000	\$ (592,414)	\$ 103,337	\$ 747,064
Interest Income	642	3,802	7,000	(3,198)	1,523	9,260
Grant & FEMA	-	10,427	-	10,427	-	9,971
PEBA Reimbursement	-	3,605	-	3,605	-	3,605
Sale of Scrap	-	1,416	3,000	(1,584)	-	-
Misc Income	-	-	10,000	-	-	-
Sale of Fixed Assets	-	13,200	-	13,200	-	3,925
<b>Total Revenues</b>	<b>\$ 103,922</b>	<b>\$ 805,036</b>	<b>\$ 1,385,000</b>	<b>\$ (569,964)</b>	<b>\$ 104,860</b>	<b>\$ 773,825</b>
<b>Expenses</b>						
Salaries & Operating Expenses	\$ 80,085	\$ 516,671	\$ 1,126,240	\$ (609,569)	\$ 74,386	\$ 538,843
Depreciation Expense	37,638	75,275	160,000	(84,725)	80,942	80,942
Transfer to General Fund	24,500	49,000	98,000	(49,000)	23,500	47,000
<b>Total Expenses</b>	<b>\$ 142,223</b>	<b>\$ 640,946</b>	<b>\$ 1,384,240</b>	<b>\$ (743,294)</b>	<b>\$ 178,828</b>	<b>\$ 666,785</b>
<b>Change in Net Position</b>	<b>\$ (38,301)</b>	<b>\$ 164,090</b>	<b>\$ 760</b>	<b>\$ 173,330</b>	<b>\$ (73,968)</b>	<b>\$ 107,040</b>
Total Net Position - Beginning 7/01/2020 Actual		\$ 2,442,614				
Total Net Position - Ending		\$ 2,606,704				

**Town of Surfside Beach**  
**Lanier Parking Revenue & Expenses**  
**December 31, 2020**

**General & Pier Fund**

	<b>Dec</b>	<b>YTD</b>	<b>FY 20-21</b>	<b>Over (Under)</b>	<b>Dec</b>	<b>YTD</b>
	<b>2020</b>	<b>2020-2021</b>	<b>Budget</b>	<b>Budget</b>	<b>2019</b>	<b>2019-2020</b>
<b>Revenue</b>						
Meter/Paystations	\$ -	\$ 232,770	\$ 240,000	\$ (7,230)	\$ -	\$ 223,334
Citations	405	18,649	20,000	(1,351)	822	22,695
<b>Total Revenues</b>	\$ 405	\$ 251,419	\$ 260,000	\$ (8,581)	\$ 822	\$ 246,029
<b>Expenses</b>						
Contractual Services Lanier	\$ 7,873	\$ 75,130	\$ 115,000	\$ (39,870)	\$ 5,819	\$ 85,852
Other Parking Expenses	509	14,009	15,600	(1,591)	936	12,465
<b>Total Expenses</b>	\$ 8,382	\$ 89,139	\$ 130,600	\$ (41,461)	\$ 6,755	\$ 98,317
<b>Change in Net Position</b>	\$ (7,977)	\$ 162,280	\$ 129,400	\$ 32,880	\$ (5,933)	\$ 147,712

<b>Month</b>	<b>General Fund</b>			<b>Pier Fund</b>		
	<b>Revenue</b>	<b>Expenses</b>	<b>Net</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Net</b>
<b>July-20</b>	62,136	14,451	47,685	33,458	7,783	25,675
<b>August-20</b>	44,765	13,411	31,354	21,342	7,190	14,152
<b>September-20</b>	25,354	11,834	13,520	16,606	6,341	10,265
<b>October-20</b>	24,930	11,547	13,383	19,618	6,168	13,450
<b>November-20</b>	2,052	1,351	701	753	683	70
<b>December-20</b>	405	6,019	(5,614)	-	2,362	(2,362)
<b>January-21</b>			-			-
<b>February-21</b>			-			-
<b>March-21</b>			-			-
<b>April-21</b>			-			-
<b>May-21</b>			-			-
<b>June-21</b>			-			-
<b>Totals</b>	\$ 159,642	\$ 58,613	\$ 101,029	\$ 91,777	\$ 30,527	\$ 61,250



## Town of Surfside Beach Finance Report November 30, 2020

Revenue in General Fund YTD totals \$1.8 million. Tax collections total \$862k YTD from Horry County. Expenditures continue to be less than prior year due to the decision to postpone many purchases due to COVID -19. The final loan payment for the Tower Truck was made in November. We received one-time revenues from Santee Cooper rebate, and the sale of assets.

There were 20 new business license accounts opened in November; 6 new businesses, 1 new rental, 8 new contractors, and 5 out of town businesses.

### **Special Revenue Funds**

A-Tax Fund: Revenue Total \$397k YTD. Expenditures Total \$220k YTD

Hospitality Fund: Collections YTD total \$368k which is less than the prior year.

Local A-Tax Fund: Collections YTD total \$659k which is higher than the prior year.

A portion of these funds is un-spendable until legal action is finalized between the parties.

### **Capital Projects Fund**

We received \$50k in road fee funds from Horry County. The road paving project is expected to begin early next year.

### **Stormwater Utility Fund**

Horry County has forwarded \$108k of Stormwater fees collected YTD. The bid package for the construction of the Dogwood Swash bridge has been advertised.

### **Enterprise Funds**

Pier Fund: The Pier has generated \$199k in revenue YTD from rent and parking. The Pier Structure will be written off in December and we will begin accounting for the Pier construction.

Sanitation Fund: Revenue YTD totals \$701k which is a slight increase compared to the prior year. Expenditures are slightly less than the prior year.

### **Lanier Parking**

Parking ended in October. The parking season will resume March 1, 2020. Citation revenue is being collected and expenditures continue for overhead. The net revenue from parking totaled \$107k in General Fund and \$64k Pier Fund YTD 20-21. Parking will resume in March 2021.

### **Finance Department**

Currently finance is reviewing the current year revenues and expenses for the impact of COVID-19.

### **Transparency**

The Town's accounts payable register has been posted online and a link has been added to the State Comptroller General's office website. Visit Town of Surfside Beach <https://www.surfsidebeach.org> and SC Comptroller General <https://www.cg.sc.gov/fiscaltransparency> to view reports. If you have any questions regarding this report, please contact the Finance Department at (843)-913-6336.

**Town of Surfside Beach**  
**General Fund**  
**Summary Financial Information**  
**November 30, 2020**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Revenue</b>						
Property Taxes	\$ 382,275	\$ 861,537	\$ 3,232,000	\$ (2,370,463)	\$ 307,929	\$ 790,192
Licenses & Permits	15,382	120,112	1,571,500	(1,451,388)	22,704	151,020
Franchise Fees	19,008	133,304	682,300	(548,996)	19,008	134,333
Fines	7,755	55,222	111,500	(56,278)	8,427	64,195
Interest	1,059	6,042	25,000	(18,958)	2,170	14,780
Intergovernmental	2,780	114,227	222,420	(108,193)	-	104,361
Special Event	3,085	3,770	12,000	(8,230)	2,705	12,889
Other Revenue	41,540	58,447	62,000	(3,553)	16,496	45,054
Parking	2,052	159,237	260,000	(100,763)	2,550	163,006
<b>Total Revenue</b>	<b>\$ 474,936</b>	<b>\$ 1,511,897</b>	<b>\$ 6,178,720</b>	<b>\$ (4,666,823)</b>	<b>\$ 381,989</b>	<b>\$ 1,479,830</b>
<b>Expenditures</b>						
Administration	\$ 28,839	\$ 177,689	\$ 540,665	\$ (362,976)	\$ 37,880	\$ 174,301
Finance	23,703	146,568	386,900	(240,332)	30,163	198,884
Court	12,687	58,910	159,870	(100,960)	12,429	63,209
Facilities	7,134	32,645	96,850	(64,205)	11,302	53,791
Police	173,441	861,876	2,378,155	(1,516,279)	193,441	978,872
Parking Expenses	1,351	52,594	130,600	(78,006)	5,849	59,663
Fire	66,242	293,508	862,545	(569,037)	64,946	312,786
Building & Zoning	19,587	81,821	249,505	(167,684)	25,414	117,501
Grounds	33,637	154,562	402,690	(248,128)	29,877	159,302
Public Works	82,013	385,401	1,014,970	(629,569)	81,847	406,533
Fleet Maintenance	13,840	63,076	171,215	(108,139)	16,862	74,050
Events	20,197	60,317	195,700	(135,383)	15,275	91,087
Non Departmental	9,917	37,205	186,935	(149,730)	12,495	39,957
<b>Total Expenditures</b>	<b>\$ 492,588</b>	<b>\$ 2,406,172</b>	<b>\$ 6,776,600</b>	<b>\$ (4,370,428)</b>	<b>\$ 537,780</b>	<b>\$ 2,729,936</b>
<b>Net Revenue/(Expenditures) Before Debt &amp; Capital Expenditures</b>	<b>\$ (17,652)</b>	<b>\$ (894,275)</b>	<b>\$ (597,880)</b>	<b>\$ (296,395)</b>	<b>\$ (155,791)</b>	<b>\$ (1,250,106)</b>
<b>Debt and Capital Expenditures</b>						
Capital Other Equipment Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Parking	-	-	-	-	-	-
Capital Fire Truck	-	-	-	-	-	1,623
Capital Land	-	-	-	-	16,677	564,426
Debt Service	75,000	75,000	75,020	(20)	76,895	76,895
Capital Replacement Grounds	-	-	-	-	-	19,930
Capital Replacement Streets	-	-	-	-	-	39,860
Capital Other Equipment	-	-	-	-	-	-
Transfer to Capital Projects	-	-	-	-	-	-
<b>Total Debt and Capital Expenditures</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,020</b>	<b>\$ (20)</b>	<b>\$ 93,572</b>	<b>\$ 702,734</b>
<b>Total Expenditures</b>	<b>\$ 567,588</b>	<b>\$ 2,481,172</b>	<b>\$ 6,851,620</b>	<b>\$ (4,370,448)</b>	<b>\$ 631,352</b>	<b>\$ 3,432,670</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$ (92,652)</b>	<b>\$ (969,275)</b>	<b>\$ (672,900)</b>	<b>\$ (296,375)</b>	<b>\$ (249,363)</b>	<b>\$ (1,952,840)</b>
<b>Other Financing Sources</b>	<b>\$ 75,020</b>	<b>\$ 279,393</b>	<b>\$ 672,900</b>	<b>(393,507)</b>	<b>\$ -</b>	<b>\$ 231,503</b>
<b>Net Change in Fund Balance</b>	<b>\$ (17,632)</b>	<b>\$ (689,882)</b>	<b>\$ -</b>	<b>\$ (689,882)</b>	<b>\$ (249,363)</b>	<b>\$ (1,721,337)</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 5,138,323				
Ending Fund Balance		\$ 4,448,441				



Town of Surfside Beach						
General Fund Revenue						
November 30, 2020						
	Nov	YTD	FY 20-21	Over (Under)	Nov	YTD
General Fund	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Property Taxes</b>						
Current Property Taxes	\$ 375,249	\$ 805,789	\$ 3,195,000	\$ (2,389,211)	\$ 305,894	\$ 782,363
Penalties & Prior Year Taxes	6,115	50,114	25,000	25,114	1,535	6,138
Motor Carrier Taxes	911	5,634	12,000	(6,366)	500	1,691
Total Property Taxes	\$ 382,275	\$ 861,537	\$ 3,232,000	\$ (2,370,463)	\$ 307,929	\$ 790,192
<b>Licenses and Permits</b>						
Business Licenses - Local	\$ 6,261	\$ 51,904	\$ 625,000	\$ (573,096)	\$ 8,811	\$ 54,094
Business Licenses - MASC	-	1,615	750,000	(748,385)	-	6,678
Animal Licenses	-	210	1,500	(1,290)	-	300
Building Permits and Fines	9,121	66,383	195,000	(128,617)	13,893	89,948
Total Licenses & Permits	\$ 15,382	\$ 120,112	\$ 1,571,500	\$ (1,451,388)	\$ 22,704	\$ 151,020
<b>Franchise Fees</b>						
Santee Cooper (Bi-Annual)	\$ -	\$ -	\$ 290,000	\$ (290,000)	\$ -	\$ -
GSW&SA (Monthly Installments)	19,008	95,041	228,000	(132,959)	19,008	95,041
Charter Communications (Quarterly)	-	35,792	150,000	(114,208)	-	38,028
SCANA (Annual)	-	-	10,100	(10,100)	-	-
HTC	-	2,471	3,000	(529)	-	1,264
Beach Services	-	-	1,200	(1,200)	-	-
Total Franchise Fees	\$ 19,008	\$ 133,304	\$ 682,300	\$ (548,996)	\$ 19,008	\$ 134,333
<b>Fines and Forfeits</b>						
Police Fines	\$ 5,980	\$ 39,460	\$ 90,000	\$ (50,540)	\$ 6,843	\$ 51,814
Victims Assistance	1,350	11,087	18,000	(6,913)	1,459	10,481
Parking Fines	425	4,675	3,500	1,175	125	1,900
Total Fines Forfeits	\$ 7,755	\$ 55,222	\$ 111,500	\$ (56,278)	\$ 8,427	\$ 64,195
<b>Interest</b>						
	\$ 1,059	\$ 6,042	\$ 25,000	\$ (18,958)	\$ 2,170	\$ 14,780
<b>Intergovernmental Revenues</b>						
Aid - Local Government Fund	\$ -	\$ 22,743	\$ 90,000	\$ (67,257)	\$ -	\$ 22,743
Alcohol Permits	-	23,800	47,600	(23,800)	-	4,200
Homestead Exemption	-	-	52,000	(52,000)	-	-
Merchants Inventory	2,780	5,560	11,120	(5,560)	-	5,560
Other Grants	-	15,074	10,000	5,074	-	-
FEMA	-	1,481	-	1,481	-	31,217
PEBA Reimbursement	-	31,337	-	31,337	-	31,337
Law Enforcement	-	14,231	-	14,231	-	9,304
H.C. Recreation Grants	-	-	11,700	(11,700)	-	-
Total Intergovernmental	\$ 2,780	\$ 114,227	\$ 222,420	\$ (108,193)	\$ -	\$ 104,361
<b>Rental and Special Events Revenue</b>						
Civic Center Rental	\$ (15)	\$ 45	\$ 2,500	\$ (2,455)	\$ 555	\$ 3,059
Special Events and Donations	3,100	3,725	9,500	(5,775)	2,150	9,830
Total Rental and Special Events	\$ 3,085	\$ 3,770	\$ 12,000	\$ (8,230)	\$ 2,705	\$ 12,889
<b>Other Revenue</b>						
Miscellaneous Revenues	\$ 1,479	\$ 7,517	\$ 21,000	\$ (13,483)	\$ 2,037	\$ 7,286
Rebates & Reimbursements	19,136	21,702	15,000	6,702	2,463	6,763
Vehicle Maintenance Reimbursements	1,097	6,355	13,000	(6,645)	728	6,810
Records/Reports/Prisoner Housing	45	290	2,500	(2,210)	25	476
Town Merchandise	233	2,187	5,000	(2,813)	298	3,475
Sale of Fixed Assets	19,550	19,550	-	19,550	5,675	10,160
Insurance Proceeds	-	846	5,500	(4,654)	5,270	10,084
Total Other Revenue	\$ 41,540	\$ 58,447	\$ 62,000	\$ (3,553)	\$ 16,496	\$ 45,054
<b>Lanier Revenue</b>						
Parking Fees-Lanier	\$ 654	\$ 147,609	\$ 240,000	\$ (92,391)	\$ 315	\$ 144,434
Parking Citations-Lanier	1,398	11,628	20,000	(8,372)	2,235	18,572
Total Parking	\$ 2,052	\$ 159,237	\$ 260,000	\$ (100,763)	\$ 2,550	\$ 163,006
<b>Total Revenue before Transfers</b>						
	\$ 474,936	\$ 1,511,897	\$ 6,178,720	\$ (4,666,823)	\$ 381,989	\$ 1,479,830
<b>Other Financing Sources</b>						
Transfer from Sanitation Fund	\$ -	\$ 24,500	\$ 98,000	\$ (73,500)	\$ -	\$ 23,500
Transfer from Accommodations Tax Fund	-	43,223	53,750	(10,527)	-	43,711
Transfer from A-Tax Contractual Services	-	55,400	196,150	(140,750)	-	55,250
Transfer from Hospitality	-	43,750	100,000	(56,250)	-	55,000
Transfer from Local Accommodations Tax	-	37,500	150,000	(112,500)	-	48,075
Transfer from Pier Enterprise	-	-	-	-	-	5,967
Transfer from Lease Payments	75,020	75,020	75,000	20	-	-
Total Other Financing Sources	\$ 75,020	\$ 279,393	\$ 672,900	\$ (393,507)	\$ -	\$ 231,503
<b>Total Revenues &amp; Other Financing Sources</b>						
	\$ 549,956	\$ 1,791,290	\$ 6,851,620	\$ (5,060,330)	\$ 381,989	\$ 1,711,333

**Town of Surfside Beach  
Special Revenue Funds  
November 30, 2020**

**Accommodations Fund**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Revenue</b>						
Accommodations Tax	\$ -	\$ 389,466	\$ 600,000	\$ (210,534)	\$ -	\$ 399,225
Special Events/Donations	-	-	-	-	-	2,359
Sale of Fixed Assets	8,283	8,283	11,000	(2,717)	5,250	10,950
Interest Income	75	174	500	(326)	141	250
Total Revenues	\$ 8,358	\$ 397,923	\$ 611,500	\$ (213,577)	\$ 5,391	\$ 412,784
<b>Expenditures</b>						
Police	\$ 165	\$ 2,030	\$ 50,000	\$ (47,970)	\$ 125	\$ 4,400
Fire	-	-	-	-	-	-
Utilities	-	-	-	-	515	3,969
Special Events	-	193	24,500	(24,307)	2,640	25,538
Advertising - MB Chamber (30%)	-	109,340	157,500	(48,160)	112,268	112,268
Grants/Materials & Supplies	-	7,500	12,500	(5,000)	-	12,500
Professional Services	-	-	-	-	698	4,212
Advertising & Promotion	315	2,520	12,000	(9,480)	-	-
Capital Projects - Restrooms	-	-	-	-	-	-
Transfer to General Fund	-	43,223	53,750	(10,527)	-	43,711
Transfer to General Contractual	-	55,400	196,150	(140,750)	-	55,250
Transfer to Pier	-	-	75,000	(75,000)	-	-
Transfer to Beach Renourishment	-	-	-	-	-	-
Total Expenditures	\$ 478	\$ 220,205	\$ 581,400	\$ (361,195)	\$ 116,244	\$ 261,847
Net Change in Fund Balance	\$ 7,880	\$ 177,718	\$ 30,100	\$ 147,618	\$ (110,853)	\$ 150,937
Beginning Fund Balance 7/01/2020 Actual		\$ 69,575				
Ending Fund Balance		\$ 247,293				

**Town of Surfside Beach  
Special Revenue Funds  
November 30, 2020**

**Hospitality Fund**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Revenue</b>						
Hospitality Fees	\$ 71,653	\$ 366,132	\$ 360,000	\$ 6,132	\$ 70,260	\$ 429,149
Interest Income	300	1,306	4,000	(2,694)	590	2,396
Grant/Misc/Veteran's Wall	200	400	20,000	(19,600)	100	550
Total Revenues	\$ 72,153	\$ 367,838	\$ 384,000	\$ (16,162)	\$ 70,950	\$ 432,095
<b>Expenditures</b>						
Police	\$ -	\$ 1,836	\$ -	\$ 1,836	\$ 5,909	\$ 153,690
Fire	-	-	-	-	-	-
Grounds	-	178	90,000	(89,822)	-	4,433
Streets	-	-	-	-	1,372	8,842
Repairs & Maintenance	-	-	-	-	-	-
Veteran's Memorial	177	2,075	5,000	(2,925)	976	3,385
Transfer to General Fund	-	43,750	100,000	(56,250)	-	55,000
Transfer to Pier	-	-	185,000	(185,000)	-	-
Transfer to Capital Assets	-	-	-	-	-	-
Transfer to Capital Projects	-	-	-	-	-	-
Transfer to Capital Beach Renourish	-	-	-	-	-	-
Transfer to Lease Pmt	75,020	75,020	75,000	20	-	-
Transfer to Capital Projects Underground	-	-	-	-	-	-
Total Expenditures	\$ 75,197	\$ 122,859	\$ 455,000	\$ (332,141)	\$ 8,257	\$ 225,350
Net Change in Fund Balance	\$ (3,044)	\$ 244,979	\$ (71,000)	\$ 315,979	\$ 62,693	\$ 206,745
Beginning Fund Balance 7/01/2020 Actual		\$ 752,302				
Ending Fund Balance		\$ 997,281				

**Local Accommodations Fund**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Revenue</b>						
Local Accommodations Tax	\$ 66,118	\$ 657,342	\$ 435,000	\$ 222,342	\$ 46,112	\$ 585,573
Interest Income	439	1,709	2,000	(291)	295	918
Total Revenues	\$ 66,557	\$ 659,051	\$ 437,000	\$ 222,051	\$ 46,407	\$ 586,491
<b>Expenditures</b>						
Transfer to Pier	\$ -	\$ -	\$ 200,000	\$ (200,000)	\$ -	\$ 43,711
Transfer to General Fund	-	37,500	150,000	-	-	-
	\$ -	\$ 37,500	\$ 350,000	\$ (200,000)	\$ -	\$ 43,711
Net Change in Fund Balance	\$ 66,557	\$ 621,551	\$ 87,000	\$ 422,051	\$ 46,407	\$ 542,780
Beginning Fund Balance 7/01/2020 Actual		\$ 831,059				
Ending Fund Balance		\$ 1,452,610				

**Town of Surfside Beach  
Capital Projects Fund  
November 30, 2020**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Capital Projects Fund</b>						
<b>Revenue</b>						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	292	1,660	2,000	(340)	1,164	6,115
Government Grants	-	-	-	-	-	-
CTC Reimbursement	-	-	300,000	(300,000)	-	-
Horry County Vehicle Tax	-	49,754	120,000	(70,246)	-	48,504
Underground Utilities Reimbursement	-	-	-	-	-	336,376
<b>Total Revenue</b>	\$ 292	\$ 51,414	\$ 422,000	\$ (370,586)	\$ 1,164	\$ 390,995
<b>Expenditures</b>						
Fire	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grounds	-	-	-	-	(23,780)	-
Streets	-	-	-	-	(17,278)	-
Underground Hwy 17	-	-	30,000	(30,000)	3,335	3,335
Underground Project	-	-	-	-	-	-
Capital-Street Improvements	8,250	8,250	430,000	(421,750)	4,520	7,250
3rd Ave S Streetscape	-	-	-	-	-	92,082
Capital-Other (Mast Arms)	-	-	-	-	-	-
Transfer to Stormwater Utility	-	-	-	-	166,031	166,031
<b>Total Expenditures</b>	\$ 8,250	\$ 8,250	\$ 460,000	\$ (451,750)	\$ 132,828	\$ 268,698
<b>Other Financing Sources</b>						
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beach Renourishment Hospitality	-	-	-	-	-	-
3rd Ave S Streetscape-Hospitality	-	-	-	-	-	92,082
Beach Renourishment A-Tax	-	-	-	-	-	-
<b>Total Other Financing Sources</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,082
<b>Net Change in Fund Balance</b>	\$ (7,958)	\$ 43,164	\$ (38,000)	\$ 81,164	\$ (131,664)	\$ 214,379
Beginning Fund Balance 7/01/2020 Actual		\$ 1,177,591				
Ending Fund Balance		\$ 1,220,755				
	Fund Balances 7/1/2020	Milage, Grants, Interest, Reimbursement	Transfers	Expenditures	Ending Balances	
<b>Beach Renourishment</b>	\$ 665,442	830	-	-	\$ 666,272	
<b>Underground</b>	141,399	830	-	-	142,229	
<b>Street Improvements</b>	369,935	49,754	-	(8,250)	411,439	
<b>Hydrants</b>	815	-	-	-	815	
	\$ 1,177,591	\$ 51,414	\$ -	\$ (8,250)	\$ 1,220,755	

**Town of Surfside Beach**  
**Stormwater Utility Fund**  
**November 30, 2020**

	Nov 2020	YTD 2020-2021	FY 20-21 Budget	Over (Under) Budget	Nov 2019	YTD 2019-2020
<b>Stormwater Fund</b>						
<b>Revenue</b>						
Stormwater Tax	\$ 52,030	\$ 108,295	\$ 465,000	\$ (356,705)	\$ 204,780	\$ 258,794
Interest Income	136	613	2,000	(1,387)	54	54
Other Income	-	-	500,000	(500,000)	-	-
Transfer From Other Funds	-	-	-	-	-	-
Transfer From Capital Projects	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 52,166</b>	<b>\$ 108,908</b>	<b>\$ 967,000</b>	<b>\$ (858,092)</b>	<b>\$ 204,834</b>	<b>\$ 258,848</b>
<b>Expenditures</b>						
Travel & Training	\$ 51	\$ 10,548	\$ 20,600	\$ (10,052)	\$ 11,341	\$ 11,341
Operation of Motor Vehicles	504	623	3,000	(2,377)	6,197	6,197
Utilities	893	5,146	12,000	(6,854)	5,302	5,302
Horry County Processing Fee	208	433	1,860	(1,427)	155	371
Materials & Supplies	1,865	7,662	25,200	(17,538)	4,438	4,438
Professional Services	-	15,008	53,000	(37,992)	15,008	15,008
Vehicle Insurance	-	-	185	-	-	-
Capital - Land Improvements	-	-	-	-	-	-
Capital - Drainage Improvements	-	-	-	-	-	-
Capital - Motor Vehicles	-	-	-	-	-	-
Capital - Infrastructure	3,950	24,952	850,000	-	-	-
Capital - Other Equipment	-	-	-	-	102,900	102,900
<b>Total Expenditures</b>	<b>\$ 7,471</b>	<b>\$ 64,372</b>	<b>\$ 965,845</b>	<b>\$ (76,240)</b>	<b>\$ 145,341</b>	<b>\$ 145,557</b>
<b>Net Change in Fund Balance</b>	<b>\$ 44,695</b>	<b>\$ 44,536</b>	<b>\$ 1,155</b>	<b>\$ (781,852)</b>	<b>\$ 59,493</b>	<b>\$ 113,291</b>
Beginning Fund Balance 7/01/2020 Actual		\$ 416,828				
Ending Fund Balance		\$ 461,364				

**Town of Surfside Beach  
Enterprise Funds  
November 30, 2020**

**Pier Enterprise Fund**

	Nov	YTD	FY 20-21	Over (Under)	Nov	YTD
	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Income Rents/Leases	\$ -	\$ 33,750	\$ -	\$ 33,750	\$ -	\$ 65,667
Interest Income	382	1,782	500	1,282	345	1,823
FEMA	-	71,642	-	71,642	-	-
Other Income	-	-	-	-	-	-
Parking Fees Lanier	-	85,161	-	85,161	-	78,900
Parking Citations Lanier	753	6,615	-	6,615	550	3,300
Transfer From A-Tax	-	-	275,000	(275,000)	-	-
Transfer From Hospitality	-	-	185,000	(185,000)	-	-
<b>Total Revenues</b>	<b>\$ 1,135</b>	<b>\$ 198,950</b>	<b>\$ 460,500</b>	<b>\$ (261,550)</b>	<b>\$ 895</b>	<b>\$ 149,690</b>
<b>Expenses</b>						
Lanier Bank Fees	\$ 683	\$ 4,625	\$ -	\$ 4,625	\$ 334	\$ 3,887
Lanier Repairs & Maintenance	-	-	-	-	-	-
Lanier Parking Expenses	-	23,540	-	23,540	2,783	28,012
Operating Expenses	-	1,172	-	1,172	370	2,337
Professional Services	104	33,629	100,000	(66,371)	480	2,080
Insurance	303	908	-	908	358	1,750
Depreciation	-	14,267	-	14,267	-	-
Interest (Loan)	-	-	-	-	-	-
Loss on Sale of Fixed Asset	-	-	400,000	-	-	-
Transfer General Fund	-	-	-	-	-	5,967
Special Events	-	-	-	-	-	3,840
<b>Total Expenses</b>	<b>\$ 1,090</b>	<b>\$ 78,142</b>	<b>\$ 500,000</b>	<b>\$ (21,858)</b>	<b>\$ 4,325</b>	<b>\$ 47,874</b>
<b>Change in Net Position</b>	<b>\$ 45</b>	<b>\$ 120,808</b>	<b>\$ (39,500)</b>	<b>\$ (239,692)</b>	<b>\$ (3,430)</b>	<b>\$ 101,816</b>
Total Net Position - Beginning 7/01/2020 Actual		\$ 4,023,240				
Total Net Position - Ending		\$ 4,144,048				

**Sanitation Fund**

	Nov	YTD	FY 20-21	Over (Under)	Nov	YTD
	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Sanitation Fees	\$ 111,852	\$ 669,595	\$ 1,365,000	\$ (695,405)	\$ 105,070	\$ 643,727
Interest Income	658	3,161	7,000	(3,839)	1,440	7,737
Grant & FEMA	9,382	10,427	-	10,427	9,971	9,971
PEBA Reimbursement	-	3,605	-	3,605	-	3,605
Sale of Scrap	-	1,416	3,000	(1,584)	-	-
Misc Income	-	-	10,000	-	-	-
Sale of Fixed Assets	13,200	13,200	-	13,200	-	3,925
<b>Total Revenues</b>	<b>\$ 135,092</b>	<b>\$ 701,404</b>	<b>\$ 1,385,000</b>	<b>\$ (673,596)</b>	<b>\$ 116,481</b>	<b>\$ 668,965</b>
<b>Expenses</b>						
Salaries & Operating Expenses	\$ 81,293	\$ 436,585	\$ 1,126,240	\$ (689,655)	\$ 80,849	\$ 464,500
Depreciation Expense	-	37,638	160,000	(122,362)	-	-
Transfer to General Fund	-	24,500	98,000	(73,500)	-	23,500
<b>Total Expenses</b>	<b>\$ 81,293</b>	<b>\$ 498,723</b>	<b>\$ 1,384,240</b>	<b>\$ (885,517)</b>	<b>\$ 80,849</b>	<b>\$ 488,000</b>
<b>Change in Net Position</b>	<b>\$ 53,799</b>	<b>\$ 202,681</b>	<b>\$ 760</b>	<b>\$ 211,921</b>	<b>\$ 35,632</b>	<b>\$ 180,965</b>
Total Net Position - Beginning 7/01/2020 Actual		\$ 2,442,614				
Total Net Position - Ending		\$ 2,645,295				

**Town of Surfside Beach**  
**Lanier Parking Revenue & Expenses**  
**November 30, 2020**

**General & Pier Fund**

	Nov	YTD	FY 20-21	Over (Under)	Nov	YTD
	2020	2020-2021	Budget	Budget	2019	2019-2020
<b>Revenue</b>						
Meter/Paystations	\$ 654	\$ 232,770	\$ 240,000	\$ (7,230)	\$ 315	\$ 223,334
Citations	2,151	18,243	20,000	(1,757)	2,785	21,872
<b>Total Revenues</b>	\$ 2,805	\$ 251,013	\$ 260,000	\$ (8,987)	\$ 3,100	\$ 245,206
<b>Expenses</b>						
Contractual Services Lanier	\$ -	\$ 67,256	\$ 115,000	\$ (47,744)	\$ 7,952	\$ 80,034
Other Parking Expenses	2,034	13,503	15,600	(2,097)	1,014	11,529
<b>Total Expenses</b>	\$ 2,034	\$ 80,759	\$ 130,600	\$ (49,841)	\$ 8,966	\$ 91,563
<b>Change in Net Position</b>	\$ 771	\$ 170,254	\$ 129,400	\$ 40,854	\$ (5,866)	\$ 153,643

Month	General Fund			Pier Fund		
	Revenue	Expenses	Net	Revenue	Expenses	Net
July-20	62,136	14,451	47,685	33,458	7,783	25,675
August-20	44,765	13,411	31,354	21,342	7,190	14,152
September-20	25,354	11,834	13,520	16,606	6,341	10,265
October-20	24,930	11,547	13,383	19,618	6,168	13,450
November-20	2,052	1,351	701	753	683	70
December-20			-			-
January-21			-			-
February-21			-			-
March-21			-			-
April-21			-			-
May-21			-			-
June-21			-			-
<b>Totals</b>	\$ 159,237	\$ 52,594	\$ 106,643	\$ 91,777	\$ 28,165	\$ 63,612

# Decision Paper

**Written By:** Kenneth Hofmann, Chief of Police

**SUBJECT:** Funding Request for (1) Police Patrol Vehicle (\$55,670)

1. **FOR:** Authorization to fund (1) Police Department Patrol Vehicle in the 2020/21 FY Budget (Amendment)
2. **PURPOSE:** To replace (1) high mileage police vehicle in the Police Department's fleet and maintain the town's capital replacement program.
3. **ASSUMPTIONS:**
  - a. It is assumed that the police department's effectiveness is impacted by safe and efficient emergency vehicles, permitting police officers to perform their official duties and protect the public.
4. **FACTS:**
  - a. The Surfside Beach Capital Replacement plan calls for the replacement of 2 police vehicles each year.
  - b. These Capital Replacement police vehicles were previously removed from the FY 2020/21 budget due to funding concerns.
  - c. The Police Department has (1) high mileage vehicle that we can be replaced to reduce liability, ensure officer safety, and salvage any resale value
    - i. 2011 Chevrolet Tahoe with 169,000 miles (Vehicle 531)
  - d. The requested vehicle would be assigned to the Uniform Patrol Division of the Police Department as part of the Assigned Vehicle Program.
    - i. The costs of the vehicle would be as follows: \$55,670.00
  - e. Since its implementation, the Assigned Vehicle Program has resulted in an estimated 10% reduction in fuel usage and lower maintenance costs for the fleet. The program has also increased the recruiting of currently-certified/experienced police officers seeking this benefit.
5. **RECOMMENDATION:** Approval to fund the \$55,670.00 for the purchase of 1 police vehicle in the 2020/21 FY Budget.
6. **RATIONALE FOR RECOMMENDATION:** Replacing this high mileage vehicle in the FY 20/21 Budget allows the police department to keep one vehicle on track with the Capital Replacement plan.



State of South Carolina )  
County of Horry )  
Town of Surfside Beach )  
**Committee**

**Resolution of the  
Accommodations Tax Advisory**

**Funding Recommendations  
FY 2020-2021**

**Whereas**, the Accommodations Tax Advisory Committee (the Committee) met on January 21, 2021 and heard requests for funding during the current fiscal year, FY2020-2021,

**Whereas**, the Committee moved by duly adopted motion to recommend to the Surfside Beach Town Council the following:

<b><u>FY2020-2021 Funding Requests</u></b>	<b><u>Funding Amount</u></b>	<b><u>Recommendation</u></b>
1 New Kubota 4-wheel drive utility vehicle for Police Department	\$ 10,500	Approved
New Restroom at Beach	\$ 69,000	Approved

**NOW, THEREFORE, BE IT RESOLVED** that the Surfside Beach Accommodations Tax Advisory Committee hereby recommends to the Surfside Beach Town Council to approve the funding as stated herein.

**BE IT SO RESOLVED** this 21st day of January 2021.

\_\_\_\_\_  
E J Servant III, Chairman

Attest:

\_\_\_\_\_  
Sheri L Medina, Town Clerk

State of South Carolina )  
County of Horry )  
Town of Surfside Beach )  
**Committee**

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Accommodations Tax Advisory**

**Funding Recommendations  
FY 2020-2021**

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\_\_\_\_\_  
E J Servant III, Chairman

Attest:

\_\_\_\_\_  
Sheri L Medina, Town Clerk

# Decision Paper

Meeting Date: January 26, 2021

Written By: John Adair

**1. SUBJECT: Purchase of Capital Equipment Deferred from July 1, 2020 Budget**

**2. PURPOSE: To proactively replace deteriorated equipment consistent with Capital Replacement needs.**

**3. FACTS:**

(a) Due to COVID 19 revenue uncertainties, all Capital Equipment purchases were deferred from the beginning of the FY20-21 Town Budget.

(b) With the fiscal year revenue picture clearer, staff proposes to purchase 3 key pieces of equipment utilizing current funds.

- |  |   |
|--|---|
| 1) Backhoe to replace #992                 | \$60,050 with Trade-in (Coop Contract)  |
| 2) Beach Tractor to replace #960           | \$17,000 with Trade-in (Coop Contract)  |
| 3) Admin SUV to replace #001 (Ford Escape) | \$25,300 Dodge Durango (State Contract) |

(c) Purchasing 3 of the 6 deferred pieces (most critical) now will reduce the need to have a huge catch up in the next fiscal year. They are funded by reserves in the Capital Replacement Fund.

(d) Recent sales of obsolete equipment ('04 Facilities PU, '07 Events PU and '09 Admin Hybrid have yielded \$19,550 in revenue to the fund.

**4. ACTION: Staff recommends amending the current FY20-21 budget to allow the purchase of these necessary vehicles.**

# **PUBLIC WORKS MONTHLY REPORT**

## **DECEMBER 2020**

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

**Residential Service** – 18 Moby carts were delivered due to overflow, replacement, or new ownership. Sanitation supervisor responded to 53 calls regarding residential services and/or questions about bulk/yard debris pick up.

**Commercial Service** – Service routes continue to be updated based on business needs. 4 required an extra pick-up due to overflow.

**Yard & Bulk Item Debris** – Bulk items are picked up every Monday throughout town. Yard debris is picked up Tuesday through Friday as scheduled. Items/debris must be curbside by 6:00 a.m. on the scheduled collection day. Reminder: Per Ordinance – leaves must be bagged; limbs can be no longer than four feet in length. Bagged yard debris will be picked up in paper bags only, per SWA restrictions.

**Recycling News** –31 carts have been delivered per owner request or overflow per Sanitation. A new shipment of 65-gallon recycling carts, purchased through a DHEC grant, was received in late September. Requests to upsize carts will be filled as supplies allow.

In December, we collected 370.61 tons of solid waste, 56.42 tons of mixed debris, 94.43 tons of yard debris, and 38.21 tons of recyclables.

Christmas Day collection (Town-wide recycling, commercial accounts, plus Friday yard debris) will be conducted on Saturday, 12/26/20. New Year's Day collections will be on time. Public Works' office will be closed both holidays.

### **STREETS & DRAINAGE DIVISION (FTEs –9)**

#### **The Beach –On-going/Special Projects:**

- Crews continue to inspect and maintain drainage ways throughout town for capacity and function.
- 1 report was sent to Santee Cooper identifying a street light that was not working.
- Beach raking (1x week) and refuse/recycling services (1x week) are on a shoulder season schedule.
- Town-wide mosquito spraying is taking place 2x per week, weather permitting.
- Crews continue site prep work for the new Martin Field Restroom, to be delivered late December/early January.
- Approximately 2.2 miles of town roads will be resurfaced in January. Bids were opened on December 17<sup>th</sup>, 2020.
  
- In December, the Public Works assistant answered 174 incoming calls.
  - 101 of those calls dealt with sanitation questions/concerns; 8 calls dealt with street related issues – street/drainage issues, streetlights, and questions about encroachment permits/driveway inspections, hurricane issues and questions; 32 were internal calls dealing with department and/or personnel issues and/or questions; 2 calls were received for the Public Works Director; 3 calls dealt with Fleet; 1 call dealt with Grounds; 27 calls dealt with vendors, miscellaneous questions, wrong departments and/or telemarketers.

### **GROUNDS DIVISION (FTEs-5)**

- Repairs and maintenance are being performed at public restrooms on town properties.
- Crews continue spraying for vegetation on town lakes.
- Crews have begun decorating Town properties, as well as Highway 17 for the holidays.
- New, fixed trash receptacles have been installed in Yaupon Parking Lot.
- Crews have been cleaning and inspecting all park equipment on an enhanced schedule.

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

In December, our mechanics completed 66 repairs on town vehicles and equipment. Repairs included electrical, mechanical, and hydraulic issues as well general use repairs. Bi-weekly fleet tires checks were completed on all Public Works vehicles and/or equipment. 6 vehicles needed tires. “Preventive” and “Scheduled” maintenance (consisting of lube, oil & filter changes, brake inspections, tire rotations and fluid checks) were performed on 17 town vehicles and/or equipment.



The end of an era! The final segment of the wooden Surfside Beach Pier stands defiantly, prior to final demolition on 12/10/2020.