



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

PUBLIC NOTICE: PBZ Workshop Thursday, October 3, 2013 at 5:30 p.m. to discuss the draft Comprehensive Plan, in Council Chambers to explain the importance of the plan and to answer questions the public may have about the proposed plan. There will be a PowerPoint presentation and time allotted for questions and answers. Everyone is

PUBLIC NOTICE: Town Council Workshop, Tuesday, October 22, 2013 at 5:00 p.m. to meet with the Stormwater Committee to hear a presentation by Dr. Susan Libes, Coastal Carolina University; Dr. Erik Smith, and Natural Resource Agent Ben Powell with the Clemson Extension Service on the storm water retention ponds.

**SURFSIDE BEACH TOWN COUNCIL
REGULAR MEETING AGENDA ♦ COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 24, 2013 ♦ 6:30 P.M.**

1. **CALL TO ORDER** – Mayor Douglas F. Samples
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** – Pastor Oakie Landers, Pine Drive Gospel Church
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** - Regular Meeting September 10, 2013
5. **PUBLIC COMMENTS – Agenda Items Only.** (3-minutes per speaker)
6. **COMMUNICATIONS**
 - A. Department Reports
 - i. Finance
 - ii. Recreation
 - iii. Public Works
 - B. Administrator’s Report - Update on Current Events
7. **BUSINESS**
 - A. First Readings of Ordinances
 - i. #13-0761 to amend §7-26 to delete \$15 price for Moby cart, Director Adair
 - ii. #13-0762 to amend FY2012-2013 Municipal Budget, Director King
 - B. Huckabee Complex, Administrator Fellner
 - C. Budget Workshop Location (April 30 & May 1, 2014), Administrator Fellner
 - D. 6th Avenue South Pond, Director Adair
 - E. Keep Surfside Beach Beautiful Recommendation – Award plaque to Horry Georgetown Technical College regarding signage design and branding



- F. Committee Appointments – (May be deferred until after executive session)
Business Committee – 1 vacancy

- 8. **DISCUSSION** – 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** - Pursuant to FOIA §30-4-70(a)(1) to discuss the appointment of a person to a public body (see Business Item 7.F.)

- 12. **ADJOURNMENT**



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REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 10, 2013 ♦ 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 Mabry, and Councilmembers Dodge, Johnson, Smith, and Stevens were in attendance. Councilmember
11 Kohlmann was out of town. A quorum was present. Others present: Town Administrator Fellner; Fire
12 Chief Cimini; Police Captain Miller; Recreation Supervisor Ellis, and Town Clerk Herrmann.

13
14 Mayor Samples announced that a 9/11 Memorial Service would be held tomorrow morning at
15 8:00 a.m. at the fire station. Everyone was invited to attend.

16
17 **2. INVOCATION AND PLEDGE OF ALLEGIANCE.**

18
19 Reverend Shane Johnson from Solid Rock Baptist Church gave the invocation. Mayor Samples
20 lead the Pledge.

21
22 **3. AGENDA APPROVAL.**

23
24 Mr. Smith moved to approve the agenda. Mr. Stevens seconded. All voted in favor. **MOTION**
25 **CARRIED.**

26
27 **4. MINUTES APPROVAL.**

28
29 Mr. Stevens moved to approve the minutes of the August 27, 2013 meeting as submitted. Ms.
30 Mabry seconded. All voted in favor. **MOTION CARRIED.**

31
32 **5. PUBLIC COMMENTS – Agenda Items (3 minutes.)**

33
34 “Shelby Smith, 911 Cedar Drive North, Surfside Beach. Mr. Mayor, Council, I'd like to say a few
35 words about the welcome signs on Highway 17 Business and Melody Lane, as well as the other one. For
36 many years, I felt our town should convey a more attractive, more distinctive welcome to motorists
37 entering Surfside Beach on Highway 17 Business. I think our north and south welcome signs need a
38 significant upgrade, especially with the 50th Anniversary in 2014. On May 6th, Horry Georgetown
39 Technical College made a [sic] excellent presentation for the Keep Surfside Beach Beautiful committee
40 and town leaders. Many excellent ideas regarding signage, branding, website, retailing, and promotion
41 for Surfside Beach were made by three teams of students with a general consensus best choice being
42 team two. Great job; great job and appreciated by all. In addition, I would like to suggest that the town
43 obtain some additional ideas and designs on our welcome signs. All along the Grand Strand,
44 neighborhoods and business areas proudly have distinctive, attractive entrance signs. Surfside Beach is
45 family beach, 2 mile neighborhood and business township with 4,000 residents and many more
46 thousands desirable tourists. Surfside Beach deserves distinctive welcome signs to greet 40,000 plus
47 cars every day making that excellent first impression, and repeat impression, over and over for our town.
48 All businesses and residents and tourists benefit from this excellent image. Surfside Beach is special,
49 and I think motorists can see this as they enter our town. The cost of this asset for Surfside Beach may
50 be more than the \$13,000 being discussed. A larger, more distinctive, more attractive sign with
51 appropriate landscaping is well worth it. Please consider some higher priced options; \$20- to \$25-
52 thousand over a couple of dozen years is 20 bucks a week. Construction and materials also make a
53 lasting impression. Wood is higher maintenance; weathers rough; attracts mold and insects; fades from
54 the sun. Stone and brick and steel are more attractive and distinctive; much stronger; require little
55 maintenance, so why not check some other options. Internet has many entrance and welcome sign
56 examples. Here on the Grand Strand we also have many great examples in place. Next week I would

57 like to present a couple of designs to town administrator Micki Fellner. Whatever the approach to
58 signage, lighting is helpful (*time ended*), as well as mulching, and permanent edging on these, as well.
59 Thank you very much.”

60
61 **6. COMMUNICATIONS.**

62
63 **A. Service Awards – Life Saving Rescue.**

64
65 Chief Cimini explained that it was not that often that police and fire from the surrounding
66 community worked together as they did in this event. He asked Horry County Fire Rescue Chiefs Crosby
67 and Beans, along with Horry County Police Captain Wingard to join him at the front. He asked the clerk to
68 read the incident report into the record:

69
70 Report on Incident #412, 417 Seaside Drive South, Surfside Beach, South
71 Carolina. On the evening of July 12, 2013 Surfside Beach Fire units (SBFD),
72 Horry County Fire Rescue Medic 31 (HCFR), Surfside Police Department
73 (SBPD) and Horry County Police Department (HCPD) were dispatched to a
74 swimmer in distress. On arrival personnel were told that a 14 year old male had
75 gone under the water and had not been seen since. Personnel from SBFD,
76 SBPD, and HCFR Medic 31 began a visual search of the ocean up and down the
77 beach from the last known location of the swimmer. The surf was extremely
78 rough and it was almost impossible to launch the one jet ski that SBPD had.
79 Many attempts were made with personnel being beaten badly by the heavy
80 waves. SBPD Sergeant Don Sliker was able to clear the waves and begin his
81 search only to be forced back in due to the heavy surf conditions. Acting
82 Engineer Michael Medeiros organized a daisy chain of personnel and civilians in
83 an attempt to find the young man. The crews and several unknown civilians in
84 the daisy chain were near exhaustion after approximately 15 to 20 minutes in the
85 rough surf and exited the ocean. Engineer Medeiros who was the end person in
86 the ocean on the first daisy chain reorganized a second chain in an attempt to
87 find the missing swimmer. Just as they were going to re-enter the water the
88 victim seemed to pop up in the surf about 20 yards off shore, Engineer Medeiros,
89 SBPD Sergeant Sliker, and HCPD Officer Brad Boggs entered the ocean to grab
90 the victim. All were hit by heavy waves and went under the surf. EMT Michael
91 Miller, seeing the crew go under, entered the surf to assist the officers with
92 bringing the victim to shore. The personnel who had taken hold of the victim
93 somehow were able to keep hold of the victim and brought him to shore. EMT
94 Michael Miller began CPR and life saving procedures as soon as they reached
95 shore. The victim was transported to the hospital, while en-route to the hospital
96 the medical crew was able to get a pulse. The patient was then transported to
97 MUSC (Medical University of South Carolina) where he was admitted.
98 Unfortunately, he passed away approximately six weeks after the rescue;
99 however, the family was able to be with him while the hospital did everything they
100 could to return him to them. The family had time to be with their loved one and
101 have closure to this unfortunate accident. The SBFD, SBPD, HCFR Medic 31
102 and HCPD personnel are to be commended for their actions. The victim was
103 under the water for over 30 minutes, the efforts of the crews were *outstanding* in
104 their commitment to continue the search under such extreme conditions even
105 when it appeared that the individual had drown.

106
107 Mayor Samples joined Chief Cimini for the presentations. Chief Cimini said this particular
108 incident had two incident commanders: Surfside Beach Police Captain Arron Miller, and Fire Captain
109 Mike Hans, both of whom were presented Meritorious Service certificates. Others honored with
110 Meritorious Service certificates were SBPD Sergeant Lee Black; SBPD Officer Julian Ziolkowski; SBPD
111 Officer Chris King; SBPD Officer Gilbert Williams; SBPD Officer Nicole Solorzano; Ryan Headley; Chris
112 Peterson; Kevin McLean; Kristi Briggs, who works SBPD dispatch; SBFD Captain Pat McElroy; SBFD

113 Lieutenant Lavaughn Tuck; Senior Engineer Karl Marzoff; Engineer Richard Loskill; Firefighter Sean
114 Carter; Firefighter Wayne Huggins; Firefighter Marty Morris, and Fire Fighter James Albright.

115
116 Chief Cimini and Mayor Samples presented Live Saving Awards to Horry County Fire Rescue
117 Medic 31 EMT Michael Miller; Acting Engineer Michael Medeiros, who works full time with Horry County
118 and part time with the Town of Surfside Beach; Surfside Beach Police Sergeant Don Sliker, and Horry
119 County Police Officer Brad Boggs. Mr. Junius Frederick, manager-regional business development,
120 LifeNet South Carolina, the area helicopter emergency medical service, presented numbered coins to the
121 Life Saving Award recipients. The coins are referred to as "ICE" coins, i.e. individuals of excellence,
122 along with personal plaques documenting the respective awards. Permanent recognition plaques will be
123 hung at Waccamaw and Grand Strand hospitals so the community will know of their extraordinary efforts.
124 Any person may be nominated for an ICE award by contacting him.

125
126 Chief Cimini said a thank you card was received from the victim's mother that expressed her
127 gratitude for the efforts of everyone involved. *(There was applause throughout presentations and an*
128 *extended standing ovation at the end.)*

129
130 Mayor Samples called recess at 6:55 p.m. so the recipients could be thanked, and reconvened
131 the meeting at 7:00 p.m.

132
133 **B. Department Reports.**

134
135 **iii. Fire.**

136
137 Chief Cimini presented the written report, a copy of which is on file. He thanked Mayor Samples
138 for mentioning the 9/11 Ceremony, noting that event had the single largest lost of firefighters lives in the
139 history of the country; 343 firefighters died, in addition to thousands of civilians. Fire Prevention Month
140 begins October 1 and runs throughout the month. There were 90 runs during the month of August; no
141 dollar loss due to fire; 35 fire prevention activities, including 3 new license inspections, 12 pending re-
142 inspections, 10 public education events, 1 new plan review, and 9 fire station visits. Fire Prevention
143 Week Open House is Saturday, October 12 from 10 a.m. to 3 p.m. Fire engine rides, movies,
144 refreshments, and other activities will occur during the day. Volunteer and career staff completed 278.5
145 hours of training and 146.55 hours were spent responding to calls during August. Career personnel
146 completed an additional 12 hours of online training. There are four career and five volunteers in the first
147 responder medical training class who will be national registered first responders upon completion. Public
148 education opportunities are increasing, because there are many groups asking to visit the fire station and
149 asking fire staff to attend outside functions like Jason's House and the senior citizens meetings. Training
150 officer, Captain Prentiss, is developing a new program called "Neighbors Saving Neighbors," which
151 should begin in November. The benefit to town residents include CPR training, basic first aid, and how to
152 assess an individual that is having a medical issue. Mayor Samples and he had discussed a junior
153 firefighter programs some time ago. Chief Cimini said the legalities have been cleared and he hoped a
154 junior firefighter program could be developed and presented in the near future. The goal was to get
155 young people involved at the fire house and to help keep them out of trouble. After the drowning in July,
156 he realized there was no back-up available, and the area fell short with its water rescue ability. Many
157 phone calls were made during the incident to ask for assistance and no one came. The result was that a
158 Chief Cimini and Captain Prentiss met with other battalion chiefs in Horry County to start the "Coastal
159 Water Rescue Unit" that will provide assistance to other communities when the need arises. The town's
160 fire department now has 14 people certified in water rescue. Chief Cimini attended the International
161 Association of Fire Chiefs conference and to complete continuing education training, and he also
162 attended the Horry Georgetown Chiefs meeting. The master plan in the department is moving along with
163 the end of the month as the target date for completion and delivery to the town administrator for approval
164 and distribution to Town Council. Over the past several months, Chief Keziah and he had been
165 discussing how to relieve the town's police officers from traffic duty at fire incidents or emergencies that
166 usually require at least two police cars. A "Volunteer Fire-Police" program was being investigated that
167 would train volunteers to work those scenes.

168

169 Mr. Smith thanked Chief Cimini, the fire department and the police departments for their
170 cooperation, which was demonstrated by having the various departments attending the meeting. He
171 thought it was amazing that Horry County and Surfside Beach had that level of cooperation. Chief Cimini
172 said the town's police and fire departments had been working extremely well together, and held regular
173 joint meetings and training to strengthen their bonds.
174

175 Mayor Samples said for the record "that Ms. Kohlmann was not present, because she was in New
176 York assisting with the 9/11 Memorial Service."
177

178 **ii. Planning, Building & Zoning.**
179

180 Ms. Morris was out of town at training. Ms. Fellner presented the written report, a copy of which
181 is on file. She noted that 107 permits were issued in August compared to 78 during August 2012; 66
182 inspections were performed; 28 business licenses were issued; there were 3 stormwater, 2 commercial
183 and 20 residential plan reviews. Sean Boysel obtained his permit technician certification. All staff
184 members in the department are now certified in their required areas. Staff and the public works director
185 were working on the comprehensive planting plan for Ocean Boulevard. As previously discussed, the
186 plans will be presented to Town Council for approval prior to any work being performed, and plantings will
187 be done in phases. A workshop to discuss the draft comprehensive plan was scheduled for Thursday,
188 October 3, 2013 at 5:30 p.m. in Council Chambers to explain the importance of the plan and to answer
189 questions the public may have about the proposed plan. There will be a PowerPoint presentation and
190 time allotted for questions and answers. Everyone is invited to attend.
191

192 **ii. Police.**
193

194 Chief Keziah was out of town. Captain Miller presented the written report, a copy of which is on
195 file. He thanked Chief Keziah and Chief Cimini for recognizing members of the police department. It was
196 a humbling experience to work alongside the town's fire staff and the county employees. Captain Miller
197 noted that the last reporting period was still busy. There was a 39-percent increase in arrests and
198 citations. There were probably several reasons, but one in particular was the increase in citations might
199 be because this was the first full month that the drug paraphernalia ordinance was in effect. There were a
200 good number of citations written to enforce that ordinance. There were two incidents with reportable
201 levels of force. No officers or suspects were injured. On August 2nd and August 5th, officers department
202 wide attended and completed the mandatory annual blood borne pathogens training through the fire
203 department. Captain Miller thanked Chief Cimini and his staff for setting up the training. Chief Keziah
204 attended a hurricane preparedness table top exercise on August 14th held in Lake City. Police, fire, public
205 works and utility agencies from several regions joined together to prepare for a hurricane disaster.
206 August 26th and 27th, communications officer Kristi Miller attended a class that certified her as a field
207 trainer for new dispatchers. Training dispatchers was a long, difficult process that could take several
208 months. The certification sets up a standard by which every new dispatcher will be trained to insure
209 consistency. This is the first time the town has had a certified field trainer for dispatch. August 28th
210 through the 30th, communication supervisor Becky Small attended a child safety seat installation
211 certification class that was free; this was another service the department offered the public. Chief Keziah
212 and Lieutenant Hofmann attended a CPTED (Crime Prevention through Environmental Design) national
213 certification course from August 27th through 29th that trains officers how to survey existing structures and
214 building plans for ways to reduce crime, i.e. by adjusting lighting, landscaping, or design features. The
215 department will offer security surveys (on-site reviews) to any business, homeowner, or property owner
216 that will identify actions they can take to reduce crimes and increase safety. Sergeant Bailey continues to
217 work with the United States Marshall's Task Force; 25 outstanding warrants were served last month, and
218 over \$9,000 was collected in unrecovered bonds and fines. The first citizens police academy was
219 concluded on August 17th. Captain Miller said in his 15 years of law enforcement this was one of the
220 most exciting and fun things in which he participated. Participants got to drive police cars; shoot on a
221 simulator, and see field sobriety tests. He commended Lieutenant Hofmann for his contributions and
222 work. Captain Miller thanked Town Council for its support and allowing that program to become a reality.
223 The next academy will be after the first of the year. He encouraged everyone to attend. Captain Miller
224 said due to the department's participation in the 15th Circuit Law Enforcement Network, the department

225 was awarded a new digital radar unit that could be used in existing and new patrol fleet. The unit was
226 valued at \$2,000, and was another way that the town's participation in the traffic checkpoints and network
227 pays off. The town will host a traffic safety checkpoint in Surfside Beach on September 20th.
228

229 Mr. Smith asked if Captain Miller knew the status of the cameras. Captain Miller said the
230 infrastructure was being laid; the electrical contractor and the contractor to climb the tower were
231 identified. Clearance was given by Grand Strand Water and Sewer Authority for the tower mounting of
232 the central relay. Santee Cooper also gave approval for two locations that the town will tap into. Santee
233 Cooper was very interested in the project; agreements have been executed with them. Wildfire
234 Communications is completing the engineering and then cameras will be installed. Captain Miller said it
235 is "just right around the corner."
236

237 Mr. Stevens said there was a press release about a drug bust. He commended the police
238 department for getting the drugs off the streets to keep our kids safe. He understood it was just a simple
239 traffic stop, but they were aware of what was going on and did their work. Captain Miller said thank you; it
240 was Corporal Julian Ziolkowski that did that stop on Thursday. The following Monday, he responded to
241 another call and seized an additional two pounds of marijuana. Mr. Stevens said he was looking forward
242 to the next police academy.
243

244 **C. Administrator's Report – Update on Current Events.**

245 **i. Update on Current Events.**

246
247
248 Ms. Fellner mentioned that staff expected to present Harbor Lights information at this meeting,
249 but they were still waiting for a copy of the two year warranty from the developer. She hoped that would
250 be delivered soon, and the presentation could be made to Town Council at the first meeting in October.
251 At the last meeting, the sanitation fee numbers presented by finance and public works did not agree. It
252 was confirmed that the reason was that finance reports were from the first to the last day of the month;
253 public works reports from the 15th of the month to the 14th. Information was being prepared for a
254 workshop on October 22nd regarding the town retention ponds. Dr. Libes has confirmed that she will
255 attend. The stormwater committee would be invited. Other professionals were invited, but have yet to
256 reply. The intent is that Town Council would have enough information to have second reading on the
257 proposed ordinance 13-0756 regarding stormwater retention and allowable uses.
258

259 Mayor Samples asked that second reading be presented at the next meeting after the workshop
260 so that councilmembers will have time to consider the information that they receive. Mr. Johnson said
261 agreed; some other members indicated agreement.
262

263 Ms. Fellner said the Field 2 outfield fencing replacement was completed; \$5,000 was budgeted
264 and the final cost was just under \$3,000. The question was asked at the last meeting as to whether there
265 was a use restriction on the land at Huckabee Complex. The answer was yes. There is a Limitation of
266 Use that the property may not be converted to other than outdoor public recreational uses whether by
267 transfer, sale or in any other manner without the express written approval of the South Carolina
268 Department of Parks, Recreation, and Tourism Commission (SCPRT.) SCPRT shall approve such
269 conversion only if it finds that conversion to be in accord with the then existing comprehensive statewide
270 outdoor recreation plan, and only upon such conditions as it deems necessary to assure the substitution
271 of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness.
272 Ms. Fellner said this was the same restriction that was on the property at the library. She thought several
273 would remember the difficulty in getting that property signed off by the Department of Interior. It could be
274 done, but the town needed to have a really good reason. The files appeared to be incomplete regarding
275 the \$60,000 used to purchase a portion of Huckabee. It seemed that the entire complex should not be
276 encumbered for such a small amount. Attorney Battle was contacted about the situation, and she would
277 speak with him again to be sure he understood the full details. SCPRT has also been contacted to
278 discuss the amounts of money, because it appeared based on from information in file that for \$2,043 they
279 encumbered a 10 acre property. The only money received after that was \$19,000; unless somehow the
280 \$60,000 that was applied to one parcel.

281
282 Mayor Samples asked Ms. Fellner to advise council when additional information was obtained. It
283 was obvious that she was trying to resolve the questions.

284
285 **ii. Consensus Item.**

286
287 Ms. Fellner asked Town Council for consensus to hold the budget retreat on April 30th and May
288 1st, 2014 for Fiscal Year 2014-2015. Seated councilmembers and members-elect would be invited to
289 attend and ask questions. In this way, new councilmembers would be prepared to vote on the proposed
290 budget at the first meeting in May, which is the 13, 2014.

291
292 Mr. Johnson asked which days were proposed. Ms. Fellner said Wednesday and Thursday. A
293 calendar was included in the package; the dates were highlighted in yellow. The remainder of that
294 calendar was for staff preparation.

295
296 Mr. Smith thought that even though members-elect would attend the budget workshop, it would
297 be a little bit much to ask them to vote on a first reading during their first meeting. He suggested that the
298 first reading be held on May 27, which would be the second meeting in May. Even though they might
299 attend the budget workshop, he said you're still not quite ready at that first meeting, and he remembered
300 his first meeting. There were things that came up that he really was not prepared for even though he
301 knew about them. He just did not have enough back ground or enough feeling about it. So, he thought
302 they should be given at least two weeks after being seated before voting on something like the budget.

303
304 Mayor Samples appreciated Mr. Smith's comments. A special meeting could be called, if
305 necessary. He had no problem delaying first reading to May 27th, 2014. All of the schedule could be
306 changed by the time the dates arrive. In terms of the timeline for staff purposes, in particular, because
307 that was what 80-percent of the schedule was about, he believed council generally agreed.

308
309 Mr. Smith said yes.

310
311 Mayor Samples asked if any councilmember disagreed. There were no objections. Mayor
312 Samples said there was a "short consensus," and asked what else needed to be decided at this meeting.
313 Ms. Fellner said she wanted to know if those two days, April 30, 2014 and May 1, 2014 were acceptable
314 to Town Council for the budget workshop to be held in chambers. **There were no objections to the**
315 **April 30, 2014 and May 1, 2014 budget workshop dates.**

316
317 Ms. Mabry asked how much it cost to travel to Pinopolis. Ms. Fellner said a couple of thousand
318 dollars, plus gas. Ms. Mabry asked how many budget meetings were held last year. Ms. Fellner said it
319 was somewhere between nine and 12 meetings. Ms. Mabry was concerned, because the second day of
320 the budget retreat last year a quorum was not present. She wondered if it would be more efficient
321 money-wise and staff time-wise, if council went to Pinopolis, and asked Ms. Fellner her opinion. Ms.
322 Fellner said there was no money in the budget to travel. Ms. Mabry knew that it was not in the budget;
323 she also knew that it was expensive to have people sit around half and full days and not be able to do
324 their work. Ms. Fellner said yes, ma'am. Ms. Mabry said sometimes expensive is the cost of working
325 efficiently and is a big savings for the town.

326
327 Mayor Samples said for the record, "In response to that, I would like to know how much overtime
328 the town spent for people to be sitting in this room during budget preparation." Ms. Fellner said they were
329 exempt; there was no overtime. Mayor Samples said okay. He did not have a problem going to
330 Pinopolis, but to make an argument that the town would save money was not real. The employees were
331 exempt; they were salaried, they get paid what they get paid.

332
333 Ms. Mabry said yes, the employees were exempt in their pay, but they were not working for the
334 town while they were sitting in chambers; not doing their jobs out in the town. Even though that was an
335 expense that would be paid either way, there was still 8, 9, to 12 meetings on the budget. Ms. Mabry felt

336 like a lot of that could be condensed. She had no problem staying in town, but she certainly would want
337 to be assured that everyone would show up for the workshop.
338

339 Mr. Johnson agreed with Ms. Mabry. Every time council has gone to Pinopolis to a budget
340 retreat, they had never had to come back and go over the budget again, and again, and again, and again
341 [sic.] Town Council sat down while they were in Pinopolis and hammered things out. It was just a much
342 better environment. There probably were not five town residents in chambers during the entire budget
343 retreat. People bring up the comment that by taking the workshop out of town, you do not make it
344 accessible for residents. When it is held in town, they did not show up. That was the bottom line. Town
345 Council goes to Pinopolis and works very hard to get things done. Mr. Johnson did not understand the
346 logic in not wanting to go out of town. He guaranteed that the town would save money.
347

348 Mr. Stevens said with respect to those who had already spoken that he preferred to hold the
349 workshop in town. It was totally transparent; totally accountable to the people who elected them. He saw
350 no sense in spending money; paying councilmembers a per diem, or gas reimbursement when the
351 workshop could be held in chambers. In his opinion, it was a waste of money to go out of town.
352

353 Ms. Dodge said the first year she served on council they went to Pinopolis, and they did work
354 hard, and they worked well. It cost them money to go there. Staff was on duty right here; there was a
355 place to hold the workshop, and they did not have to pay any extra for travel. She said the workshop
356 should be held here. The people need to see the councilmembers with their noses to the grindstone, and
357 whether or not they were doing the right thing, and they could tell them very quickly, if they were not.
358

359 Mr. Smith said he liked it both ways; actually, he thought council got more done in a shorter time
360 by being out of town, because they did not have to go to lunch and be late back for the meeting. They
361 concentrate their time while they were there, and so he thought they got more in that compressed amount
362 of time in terms of doing the budget. The only downside that he saw to going out of town was that the
363 councilmembers-elect might not be able to go. That was the advantage to staying in town, so the
364 members-elect could attend. Mr. Smith said his preference would be out of town, but the members-elect
365 should be considered.
366

367 Mayor Samples said there was no question that a lot of time was spent this year going over,
368 perhaps, the same ground more than once. In the end, the general fund was balanced, and the projected
369 deficit of all funds was much smaller than it had been in a very, very long time where much of those
370 budgets were adopted at Pinopolis. In his opinion, those presentations that were made after Mayor
371 Hyman stepped down were amateurish at best, and council was not engaged as they should have been.
372 Mayor Samples said that was his opinion and he would take it with him until the end. Doing budget work
373 was hard. Whether it was done at Pinopolis or it was done here, mattered not to him. It was the work.
374 He did not know whether a consensus could be reached at this meeting, and asked if there was
375 consensus to take the workshop out of town.
376

377 Mr. Smith suggested waiting until Ms. Kohlmann was present. Mayor Samples said that could do
378 that. Mr. Smith said the proposed dates could be kept, and then a decision could be made about going
379 out of town when all members were present.
380

381 Mayor Samples said no one had a problem with the dates; that had already been decided. The
382 issue of whether to go out of town should be presented at the next meeting.
383

384 **7. BUSINESS.**

385 **A. Welcome Sign at Melody Lane, Administrator Fellner.**

386 Ms. Fellner believed most everyone noticed that the welcome sign on the south end was down,
387 because it was destroyed by a motorist. A decision paper was presented, a copy of which is on file, in
388 which she asked council to determine whether it would prefer to replace the existing sign or move forward
389 with the recently presented new style signs. The sign was irreparable, and was not insured. The
390
391

392 motorist's insurance company was contacted regarding payment for replacement cost which was
393 estimated at \$3 to \$5 thousand. Options include not replacing the sign; buy a new sign in the old design,
394 if the South Carolina Department of Transportation (SCDOT) will allow a sign to be placed there because
395 it was not far enough off the roadway, which was why the sign on Glenns Bay Road was never replaced.
396 Staff asked SCDOT whether a sign could be placed in the median; the sign would have to be in ratio to
397 the median size, which might result in a very small sign. SCDOT will be involved in the sign placement,
398 regardless of the decision.
399

400 Mayor Samples asked if he understood correctly that SCDOT had to approve the town's sign.
401 Ms. Fellner said yes, because technically the sign was gone; it was no longer there, and the town would
402 be replacing it. She thought SCDOT might be okay with a sign; Tim Collins seemed to indicate that they
403 might be okay, but a definite yes had not been given.
404

405 Ms. Fellner continued saying that council could replace the sign, or collect and apply the
406 insurance proceeds to the purchase of future sign. She recommended that staff collect and apply the
407 insurance funds towards a future design, not recreate the old sign, since Town Council recently
408 expressed considerable interest in replacing the old welcome signs on Highway 17, because that would
409 be the most logical and cost effective solution for the town. Ms. Fellner said she could not tell them how
410 many compliments she had received about the welcome signs, since the lattice was taken off them. So
411 many people have taken time to call her or send an email message saying how much better the signs
412 look.
413

414 Mr. Smith moved to suspend the rules to allow discussion. Mr. Johnson seconded. All voted in
415 favor. **MOTION CARRIED.**
416

417 Mr. Smith thought the sign that was destroyed should be replaced. The first reason was to
418 establish the town's right to place a sign there. He did not want to let a lot of time elapse and SCDOT say
419 there has been nothing there for three or four months, and therefore, you must reapply. That was why
420 they need to stay with the current design.
421

422 Mr. Stevens asked if it was correct that the town had already budgeted for two new signs. Ms.
423 Fellner said not exactly. There were funds allocated for signage at the pier, way finding signage, plus
424 welcome signs or for whatever council decides to apportion that. Mr. Stevens asked if new signs would
425 replace current signs. Ms. Fellner said that was what was discussed. Mr. Stevens said since there were
426 no signs on Glenns Bay Road and South Ocean Boulevard, if the two old signs be placed in those
427 locations, if new signs were approved. Ms. Fellner said that could be done; however, it would not comply
428 with the branding concept that was presented. However, it was up to council to decide.
429

430 Mayor Samples agreed with Mr. Smith, and said the town should move as rapidly as it can to
431 replace the sign.
432

433 Mr. Smith moved to reconvene regular session. Ms. Dodge seconded. All voted in favor.
434 **MOTION CARRIED.**
435

436 Mr. Smith moved that the sign be replaced at Melody Lane and Highway 17 with the existing
437 design and that it be done as soon as possible. Ms. Mabry seconded. All voted in favor. **MOTION**
438 **CARRIED.**
439

440 **B. Public Works – Capital Replacement, Administrator Fellner.** 441

442 Ms. Fellner presented the decision paper, a copy of which is on file. She explained that the 2001
443 Chevy S10 pickup truck used by the grounds department was in poor condition. The proposal was to
444 purchase a 2013 Ford F150 pickup truck through state contract. The replacement was part of the capital
445 replacement plan, and would avoid costly and continuous repairs to the old truck. Town Council agreed
446 at two budget meetings that the purchase was justified if the expenditure was predominantly funded
447 through the sale of the existing vehicle and the grader. The state contract price for the vehicle was

448 \$18,224. The grader sold for \$17,000 with a net to the town of \$15,500, because GovDeals receives a
449 portion of the sale price. The 2001 truck is expected to sell for \$2,000, which would net the town \$1,800,
450 so the anticipated shortfall would be around \$900. The truck purchase would be predominately funded
451 through sale of those two items. Ms. Fellner said that the purchase would require a budget amendment,
452 because the expenditure was not currently in the Fiscal Year 2013-2014 adopted budget. The grader
453 sold during the last budget year, and it would have to be a budget amendment.
454

455 Mr. Smith moved to purchase a 2013 Ford F150 pickup truck on state contract for
456 \$18,224 to replace the 2001 Chevy S10 pickup used by grounds. Ms. Mabry seconded.
457

458 Mr. Smith asked if the budget amendment would show \$18,224 expense and no compensating
459 revenue, because the grader was sold in last year's budget. Ms. Fellner said yes, sir.
460

461 All voted in favor. **MOTION CARRIED.**
462

463 **C. Committee Appointment – Construction Board of Adjustment and Appeals, David**
464 **Morrison, Councilmember Smith (may be deferred until after executive session.)**
465

466 Mr. Smith moved to appoint Mr. David Morrison to the Construction Board of Adjustment and
467 Appeals. Mr. Stevens seconded.
468

469 Mr. Smith said he met with Mr. Morrison and he believed that he would be able to make a
470 justifiable decision if he served on that board, and would come to the correct conclusions.
471

472 Mayor Samples said especially if there was a need to convene the committee, because no one
473 can remember ever having done so.
474

475 All voted in favor. **MOTION CARRIED.**
476

477 **8. DISCUSSION – Any matters of concern or information to be discussed by Town**
478 **Council.**
479

480 Mr. Stevens had received an email message from an out of town neighbor that said he had to
481 park a couple of blocks back from the ocean, because of parking meters. He brought this up, because he
482 wanted to get feedback from the people. He wanted to know what the people think. He believed the
483 individual was 70 years old, and he felt bad because he could not park in the parking meter area. Mr.
484 Stevens said in his opinion, there are Surfside residents here every day that pay around \$1,000 in real
485 estate taxes, and probably have at least two vehicles, so they pay property taxes on them.
486

487 Mayor Samples apologized for interrupting, and said he was aware of the email message, as he
488 was the one that sent it to the councilmembers. If Mr. Stevens wanted to discuss the policy matter
489 involved, he should go ahead. Otherwise, it sounded like he was making council comments.
490

491 Mr. Stevens said he brought this up for discussion, and possibly to look at this, because the new
492 laws passed that allow golf carts to drive into town from four miles away. He thought the parking
493 committee had discussed this. There are over 30 major subdivisions within four miles of the pier. He
494 wanted council to consider whether to allow the out of town neighbors to park free as many of them have
495 requested free parking. He said because tax payers that pay taxes here elect them and some pay five
496 times the amount of taxes, because they own rental property. Mr. Stevens wanted this discussed so
497 council could say either yea or nay, because he did not think it was good to keep bouncing the issue
498 around. Council needs to take care of the residents. He reiterated his desire that council address the
499 situation and resolve it.
500

501 Ms. Dodge thought this was discussed before. She said people do come in from out of town
502 driving their golf carts. If they park their golf carts, and they are not residents of the Town of Surfside
503 Beach, she was sorry, and did not want to be nasty, but in her opinion, they park at a meter and they pay

504 to park. Town residents pay taxes; the people from outside of town do not. We support the town; we
505 make it a good place for them to come, and she could not see that paying a parking meter is going to
506 break somebody. Ms. Dodge said that was her personal feeling.

507
508 Ms. Mabry asked what the direction was; is there a direction?

509
510 Mayor Samples said there was none. This was just discussion.

511
512 Ms. Mabry said so there would not be any action; this was just discussion.

513
514 **9. PUBLIC COMMENTS – General Comments (5 minutes.)**

515
516 “Tom Dodge, 15th Avenue North. I drive a '97 Chevy S10. I bought it at a used car lot. We don't
517 seem to buy anything used. Every car dealer has a used car lot. For the people that live out of town that
518 are crying in their beer over not being able to park in this town for free, the easiest solution is for them to
519 sell their house and move to Surfside Beach. Otherwise, quit your bawling. We don't need them here, if
520 they don't want to pay their fair share, and their fair share is a dollar an hour in a parking meter. Tell 'em
521 to stop whining. Move here, if you like. We'll welcome you with open arms. Thank you.”

522
523 “Peggy Sattelmeyer, 13th Avenue North. Most of you after your discussion tonight, I noticed, have
524 looked and seen Garden City's new welcome sign, and you've also probably seen the new beautification
525 projects in the center that they have down in Garden City in the medians of Highway 17. What I'm
526 wondering is why an unincorporated area with no town council and no tax base has been able to install
527 new signage and a Highway 17 median beautification project superior to what we have been able to do.
528 I'm also wondering if their gonna be paving their highway before we do. Thank you.”

529
530 “Hi you doing? Tim Courtney, 1416 Poplar Drive South. I'd like to begin with this golf cart
531 parking and people coming in to use our town beaches. As a resident here, we pay taxes here. We pay
532 to clean up the beach. We pay to dump their garbage. We provide water. We provide bathrooms for
533 these people and there should be no reason why they shouldn't be asked to pay for parking. That's one
534 of the benefits to why we got parking meters in the town to begin with. On another note, I'd like to thank
535 our police department and the fire department for a great job. We've seen a lot of police presence in our
536 area, which is 15th South and Poplar. The other thing, the program with the fire chief, I think it's great.
537 We encourage this council (***) for the youth. My children are growing up here, and they're gonna be here
538 for the rest of their lives. I ask you to support the programs in the police and fire. That's all I have to say
539 tonight. Thank you.”

540
541 “Cathy Andreas, 14th Avenue North and 8th Avenue South. It wasn't Mark's wife who bit a hole in
542 it (*holding up an agenda.*) So anyway, I really appreciate all the thought that you put into things, and I
543 believe that you can think here or there, and I really think that we owe the media a lot of thank you [sic]
544 for their coverage for everything tonight. Thank you all.”

545
546 **10. COUNCIL COMMENTS.**

547
548 Ms. Mabry: “I would like to thank our police department and our fire department for working well
549 with other departments, but warts and all, we are still the best municipality in the State of South Carolina.
550 There is nobody that does it better than we do, and it's okay that we don't always get it right. Eventually,
551 we do. So, I want to thank our fire department and our police department. They're outstanding. We're
552 fortunate. Our staff as a whole, we are blessed, and it's nice living in paradise every day. Thank you for
553 coming out.” (*Applause*)

554
555 Mr. Johnson: “Thank you, Mr. Mayor. First, I would like to congratulate Bill and Alicia Klouser for
556 getting the yard of the month award. I'm just glad that they don't give a worst yard of the month award.
557 (*Laughter*) I would probably win that one. But also, as far as the median goes in, in Garden City, I think if
558 you ask Councilman Paul Price, you might get some answers. But, from what I understand, I think some

559 of the business community pitched in a lot of money for that. That's just the vicious rumor on the street.
560 Thank you for coming out. God bless you, and I'll, we will see you next time."
561

562 Ms. Dodge: "I just want to thank the citizens of this town for the efforts that they put forth in every
563 way possible to make our town better. You do a darn good job, and I will say that we have relatives and
564 friends coming to visit, and they are so impressed with our town, I keep telling them move here when you
565 retire, and they probably will, because of the people of the town, because of the way the town is run. I'm
566 very proud to be a citizen here, and I'm also proud to serve you on council." (Applause)
567

568 Mr. Smith: "Thanks to the police department and the fire department. I attended the police
569 academy. I appreciate that, and I went to the senior night on, at the fire department, and I appreciate
570 that, so, and your cooperation with that rescue was real good, so thank you very much."
571

572 Mr. Stevens: "Thank y'all for coming out. I wanted to say I agree with Mr. Dodge and the
573 gentleman, I didn't catch your name, up front, but people from outside town they can pay a dollar. I pay a
574 dollar when I go to Charleston, and any other place, so. We owe the taxpayers that, that free sticker,
575 that's the people that pay. As far as this town, this is a great town. Glad I moved here. I told my
576 daughter, and she said when back years ago that we were gonna be living here one day, and now we
577 are. I have to commend the citizens of this town. There's a lot of good volunteers in this town. They
578 volunteer for planning and zoning. I see a couple of 'em names up here. Parking committee, senior
579 citizens committee, all the different committees. These are great people, and hopefully, they'll be our
580 future leaders and be sitting up here. So, I thank all those people. I (** that I live in the United States of
581 America where we have a constitution and you can get up here and you can speak your mind, if you want
582 to, and say whatever you want to say. That's what's great about this country and I'm glad in, in America.
583 I'm glad I live in Surfside Beach. I want to say that the next police academy, I'm gonna be there.
584 Councilman Smith told me about it. My wife has told me about it. I gotta be there. She said it's the most
585 exciting thing she ever did, and I recommend that everybody in town, if you haven't done it, go do it.
586 Thank you for coming out. I see a lot of good, great citizens sitting out in that audience. Thank you."
587

588 Mayor Samples: "I do want to talk a little bit about the parking meters. We are gonna do an
589 evaluation. The council was committed to evaluate at the end of the season how they're working and are
590 they generating revenue. The email that was talked about earlier, cause I just like people to know what it
591 said, the, the poor old fella who doesn't live in paradise here in Surfside Beach wasn't talking about free
592 parking. He, he suggested, he just wanted to know if there was another system, you know, that we might
593 consider. That's all that was about, and I know it's even been talked about in the parking committee
594 where they talked about selling decals. Now, they elected not to. Again, at the end of the season we're
595 actually gonna have real numbers, okay, and rather than shut the door on something, I just tend to
596 believe you need to analyze it, think about it, and, and, and consider it. That's all, that's all I'm
597 suggesting. I don't feel strongly one way or another. I want to remind members, we are gonna have the
598 workshop on the comprehensive plan and I'm gonna keep reminding you; please go through the draft
599 comprehensive plan so that we don't have to start from square one, okay. Sometimes that's why maybe
600 we have lots of meetings is because maybe we didn't do homework somewhere else. I appreciate all the
601 work that everybody's doing. I think that, I hope that the businesses had a great summer. We'll find out.
602 We'll find out [sic.]"
603

604 11. EXECUTIVE SESSION

605
606 **A. Pursuant to FOIA §30-4-70(a)(2) Pursuant to FOIA §30-4-70(a)(1) to discuss**
607 **employment, appointment, compensation, promotion, demotion, discipline, or release of an**
608 **employee.**
609

610 **B. Pursuant to FOIA §30-4-70(a)(1) to discuss the appointment of a person to a public**
611 **body (Addressed in Business Item 7.C.)**
612

613 Mr. Smith moved to enter executive session at 8:08 p.m. Mr. Stevens seconded. All voted in
614 favor. **MOTION CARRIED.**

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Mr. Smith moved to reconvene regular session at 8:28 p.m. Ms. Dodge seconded. All voted in favor. **MOTION CARRIED.**

Mayor Samples said that no action was taken during executive session.

Mr. Smith moved to authorize the town administrator to take the appropriate personnel action as discussed. Mr. Johnson seconded. All voted in favor. **MOTION CARRIED.**

12. ADJOURNMENT.

Mr. Smith moved to adjourn the meeting at 8:29 p.m. Ms. Mabry seconded. All voted in favor. **MOTION CARRIED.**

Prepared and submitted by,

Debra E. Herrmann, CMC, Town Clerk

Approved: September 24, 2013

Douglas F. Samples, Mayor

Mary Beth Mabry, Mayor Pro Tempore

Ann Dodge, Town Council

Mark L. Johnson, Town Council

Elizabeth A. Kohlmann, Town Council

Roderick E. Smith, Town Council

Randle M. Stevens, Town Council

*Clerk's Note: This document constitutes minutes of the meeting that was audio taped. These are detailed minutes documenting each member's comments. Appointments to hear audio tapes may be scheduled with the town clerk. In accordance with FOIA, meeting notice and the agenda were distributed to local media and interested parties. The agenda was posted on the town website, the entry door at Town Council Chambers, and in the Town Hall reception area. Meeting notice was also posted on the Town marquee. Public Comments and Town Council Comments are transcribed as close to verbatim as possible. When (**) is used a section of the tape is inaudible.*

Town of Surfside Beach
Finance Department Report: August 2013

General Fund

Business licenses and permit fees exceed prior year by \$ 7k. There were 26 new business license accounts opened in August, 10 new rentals, 8 new contractors, and 5 new local businesses. 3 businesses located outside the town have obtained licenses to operate here.

Overall general fund revenues and expenses exceed prior year due to the parking revenues and expenses recorded in general fund this year.

Special Revenue Funds

A-Tax Fund – Special events for August included Guy Daniels Surf off and the Beach Luau. Expenses YTD total \$80k for beach events and police patrol

Local A-Tax Fund - Revenue collected in August exceeds prior year by \$4k

Hospitality Fund – Hospitality collections exceed last year by \$8k.
Parking funds have been moved to General Fund reducing the overall funds in Hospitality Fund.

Capital Projects Fund

Expenses YTD total \$ 21k for stormwater projects and lake maintenance.

Enterprise Funds

The two Enterprise Funds continue to generate revenue in August.
The Pier revenue YTD totals \$125k and increase of \$17k from prior year.
The Sanitation Fund revenue YTD \$280k an increase of \$44k from the prior year.

Lanier Parking:

Parking and citation revenue collected by Lanier YTD total \$122k. Lanier expenses for managing parking YTD are estimated to be \$30k. Net revenue collected from Lanier \$ 92k.

Finance Department:

The Finance Department has been working with external auditors and we expect the field work to be completed by the end of September.

Transparency:

The Town's accounts payable check register has been posted online and a link has been added to the State Comptroller General's office website. Visit the following websites for information:

Town of Surfside Beach <http://surfsidebeach.org/>
SC Comptroller General <http://www.cg.state.sc.us/transparency/>

Please contact the Finance department if you have any questions concerning this report, (843) 913-6336, or email finance@surfsidebeach.org

Town of Surfside Beach
General Fund
Summary Financial Information
Period Ending 08/31/13

<u>Revenues</u>	August 2013	YTD FY 2013-14	FY 13-14 Budget	Over/(Under) Budget	August 2012	YTD FY 2012-13
Property Taxes	\$ 22,222	\$ 38,030	\$ 2,367,600	(2,329,570)	\$ 20,023	\$ 45,836
Licenses & Permits	18,647	34,311	1,513,000	(1,478,689)	14,275	26,986
Franchise Fees	17,381	34,762	599,060	(564,298)	16,620	33,240
Fines	18,310	31,032	168,000	(136,968)	12,131	31,943
Interest	298	548	5,000	(4,452)	400	875
Intergovernmental	-	-	284,320	(284,320)	-	2,800
Recreation Revenue	3,215	3,607	18,000	(14,393)	5,236	7,303
Other Revenue	1,115	2,472	27,800	(25,328)	1,080	1,965
Lanier Parking	37,037	92,142	172,000	(79,858)	-	-
Other Financing Sources	-	-	693,856	(693,856)	-	-
Total Revenue	\$ 118,225	\$ 236,904	\$ 5,848,636	(5,611,732)	\$ 69,765	\$ 150,948
<u>Expenditures</u>						
<u>Salaries & Benefits</u>						
Salaries	\$ 206,845	\$ 353,548	\$ 2,838,067	(2,484,519)	\$ 227,156	\$ 367,220
Benefits	79,946	153,164	1,099,957	(946,793)	81,438	143,283
Total Salaries & Benefits	\$ 286,791	\$ 506,712	\$ 3,938,024	(3,431,312)	\$ 308,594	\$ 510,503
<u>Operating Expenditures</u>						
Administration	\$ 6,808	\$ 15,149	\$ 160,795	(145,646)	\$ 3,909	\$ 12,895
Finance	2,173	6,006	67,750	(61,744)	13,207	14,914
Court	4,075	5,607	38,430	(32,823)	1,539	4,989
Facilities	2,202	3,341	31,095	(27,754)	3,624	5,342
Police	18,459	44,148	287,567	(243,419)	27,724	43,024
Fire	11,242	22,973	164,303	(141,330)	4,819	11,664
Building & Zoning	2,243	4,196	66,790	(62,594)	3,157	16,018
Grounds	4,394	10,696	79,755	(69,059)	3,633	7,453
Public Works	18,191	35,844	211,345	(175,501)	10,484	28,201
Fleet Maintenance	5,790	8,501	30,310	(21,809)	2,157	8,836
Recreation & Special Events	7,504	10,336	131,470	(121,134)	2,233	8,475
Meters-Lanier	14,197	27,389	125,000	(97,611)	-	-
Non Departmental	7,744	15,507	91,200	(75,693)	4,603	12,394
Total Operating Expenditures	\$ 105,022	\$ 209,693	\$ 1,485,810	(1,276,117)	\$ 81,089	\$ 174,205
Net Revenue/(Expenditures) Before Debt & Capital Expenditures	\$ (273,588)	\$ (479,501)	\$ 424,802	-	\$ (319,918)	\$ (533,760)
Capital Building	\$ -	\$ -	\$ -	-	\$ -	\$ -
Debt Service	-	-	88,098	(88,098)	-	-
Total Expenditures	\$ 391,813	\$ 716,405	\$ 5,511,932	(4,795,527)	\$ 389,683	\$ 684,708
Net Operating	\$ (273,588)	\$ (479,501)	\$ 336,704	-	\$ (319,918)	\$ (533,760)
Capital Replacement	\$ -	\$ -	\$ (41,000)	\$ (41,000)	\$ (48,083)	\$ (49,062)
Capital Improvements	(2,079)	(2,079)	(5,000)	(2,921)	-	-
Transfer to Hospitality - Parking fines	-	-	-	-	(3,541)	(8,075)
Change in Fund Balance	\$ (275,667)	\$ (481,580)	\$ 290,704	-	\$ (371,542)	\$ (590,897)

**Town of Surfside Beach
Finance Department Report
August 31, 2013**

General Fund	August 2013	YTD FY 13-14	FY 13-14 Budget	Over (Under) Budget	August 2012	YTD FY 12-13
Property Taxes						
Current Property Taxes	\$ 20,113	\$ 35,694	\$ 2,343,600	\$ (2,307,906)	\$ 15,565	\$ 32,179
Motor Carrier Taxes	697	708	4,000	(3,292)	2,089	2,098
Penalties & Prior Year Taxes	1,412	1,628	20,000	(18,372)	2,349	11,559
	<u>\$ 22,222</u>	<u>\$ 38,030</u>	<u>\$ 2,367,600</u>	<u>\$ (2,329,570)</u>	<u>\$ 20,023</u>	<u>\$ 45,836</u>
Licenses and Permits						
Business Licenses - Local	\$ 5,794	\$ 12,968	\$ 685,000	\$ (672,032)	\$ 3,666	\$ 8,802
Business Licenses - MASC	544	544	700,000	(699,456)	-	-
Animal Licenses	160	530	3,000	(2,470)	210	530
Building Permits	12,149	20,269	125,000	(104,731)	10,399	17,654
	<u>\$ 18,647</u>	<u>\$ 34,311</u>	<u>\$ 1,513,000</u>	<u>\$ (1,478,689)</u>	<u>\$ 14,275</u>	<u>\$ 26,986</u>
Franchise Fees						
Santee Cooper (Bi-Annual)	\$ -	\$ -	\$ 265,000	\$ (265,000)	\$ -	\$ -
GSW&SA (Monthly Installments)	17,381	34,762	199,000	(164,238)	16,620	33,240
TimeWarner (Quarterly)	-	-	125,000	(125,000)	-	-
HTC	-	-	460	(460)	-	-
SCANA (Annual)	-	-	9,600	(9,600)	-	-
	<u>\$ 17,381</u>	<u>\$ 34,762</u>	<u>\$ 599,060</u>	<u>\$ (564,298)</u>	<u>\$ 16,620</u>	<u>\$ 33,240</u>
Fines and Forfeits						
Police Fines	\$ 14,810	\$ 25,224	\$ 140,000	\$ (114,776)	\$ 7,039	\$ 19,574
Victims Assistance	2,480	4,344	28,000	(23,656)	1,596	4,993
Parking Fines	1,020	1,464	-	1,464	3,496	7,376
	<u>\$ 18,310</u>	<u>\$ 31,032</u>	<u>\$ 168,000</u>	<u>\$ (136,968)</u>	<u>\$ 12,131</u>	<u>\$ 31,943</u>
Interest						
	<u>\$ 298</u>	<u>\$ 548</u>	<u>\$ 5,000</u>	<u>\$ (4,452)</u>	<u>\$ 400</u>	<u>\$ 875</u>
Intergovernmental Revenues						
Aid - Local Government Fund	\$ -	\$ -	\$ 75,000	\$ (75,000)	\$ -	\$ -
Alcohol Permits	-	-	33,000	(33,000)	-	-
Homestead Exemption	-	-	36,000	(36,000)	-	-
Merchants Inventory	-	-	11,120	(11,120)	-	-
Government Grants	-	-	7,500	(7,500)	-	2,800
H.C. Recreation Dept	-	-	11,700	(11,700)	-	-
H.C. Road Maintenance	-	-	110,000	(110,000)	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 284,320</u>	<u>\$ (284,320)</u>	<u>\$ -</u>	<u>\$ 2,800</u>
Other Revenue-Spec Events/Rec						
Miscellaneous Revenues	3,215	3,607	18,000	(14,393)	5,236	7,303
	<u>\$ 3,215</u>	<u>\$ 3,607</u>	<u>\$ 18,000</u>	<u>\$ (14,393)</u>	<u>\$ 5,236</u>	<u>\$ 7,303</u>
Other Revenue						
Miscellaneous Revenues	1,115	2,472	27,800	(25,328)	1,080	1,965
	<u>\$ 1,115</u>	<u>\$ 2,472</u>	<u>\$ 27,800</u>	<u>\$ (25,328)</u>	<u>\$ 1,080</u>	<u>\$ 1,965</u>
Lanier Revenue						
Parking Meters-Lanier	\$ 30,734	\$ 79,564	\$ 140,000	\$ (60,436)	\$ -	\$ -
Parking Citations-Lanier	6,303	12,578	32,000	(19,422)	-	-
	<u>\$ 37,037</u>	<u>\$ 92,142</u>	<u>\$ 172,000</u>	<u>\$ (79,858)</u>	<u>\$ -</u>	<u>\$ -</u>
Other Financing Sources						
Sanitation Fund	\$ -	\$ -	\$ 100,000	\$ (100,000)	\$ -	\$ -
Accommodations Tax Fund	-	-	46,250	(46,250)	-	-
Interest Revenue Pier Enterprise	-	-	14,710	(14,710)	-	-
Pier Enterprise	-	-	33,400	(33,400)	-	-
Trans from Hospitality	-	-	306,696	(306,696)	-	-
Local Accommodations Tax Fund	-	-	150,000	(150,000)	-	-
Sale of Fixed Assets/Insurance Proceeds	-	-	-	-	-	-
Trans A-Tax Contractual Services	-	-	38,800	(36,800)	-	-
Trans Pier Contractual	-	-	4,000	(4,000)	-	-
Franchise Reimbursement	-	-	-	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 693,856</u>	<u>\$ (693,856)</u>	<u>\$ -</u>	<u>\$ -</u>
Total Revenue & Other Financing Sources						
	<u>\$ 118,225</u>	<u>\$ 236,904</u>	<u>\$ 5,848,636</u>	<u>\$ (5,611,732)</u>	<u>\$ 69,765</u>	<u>\$ 150,948</u>

Town of Surfside Beach
August 31, 2013
Special Revenue Funds

Accommodations Fund

	August 2013	YTD 2013-2014	FY 13-14 Budget	Over (Under) Budget	August 2012	YTD 2012-2013
Revenues:						
Accommodations Tax	\$ -	\$ -	\$ 450,000	\$ (450,000)	\$ -	\$ -
Special Events/Donations	747	3,127	-	3,127	-	-
Interest Income	24	44	200	(156)	4	4
Total Revenues	\$ 771	\$ 3,171	\$ 450,200	\$ (447,029)	\$ 4	\$ 4
Expenses:						
Police	\$ 10,417	\$ 20,713	\$ 111,634	\$ (90,921)	\$ 6,998	\$ 12,588
Public Works	922	1,135	-	1,889	1,889	5,589
Utilities	1,660	2,396	8,500	(6,104)	-	-
Special Events	7,255	26,112	57,140	(31,028)	4,943	17,622
Grants & Materials & Supplies	5,000	5,000	1,000	(6,000)	5,000	5,000
Fireworks Display	-	25,000	25,000	-	-	25,000
Advertising & Promotion	-	-	18,435	(18,435)	-	-
Advertising - MB Chamber (30%)	-	-	121,125	(121,125)	-	-
Trans to General Contractual	-	-	38,800	(38,800)	-	-
Transfer to Gen Fund (5%)	-	-	46,250	(46,250)	-	-
Total Expenses	\$ 25,254	\$ 80,356	\$ 437,884	\$ (358,663)	\$ 18,830	\$ 65,799
Net Change in Fund Balance	\$ (24,483)	\$ (77,185)	\$ 12,316		\$ (18,826)	\$ (65,795)

	August 2013	YTD 2013-2014	FY 13-14 Budget	Over (Under) Budget	August 2012	YTD 2012-2013
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Local Accommodations Fund

Revenues:						
Local Accommodations Tax	\$ 40,577	\$ 40,577	\$ 150,000	\$ (109,423)	\$ 36,860	\$ 36,860
Interest Income	6	12	-	12	12	19
Total Revenues	\$ 40,583	\$ 40,589	\$ 150,000	\$ (109,411)	\$ 36,872	\$ 36,879
Expenses:						
Transfer to General Fund	\$ -	\$ -	\$ 150,000	(150,000)	\$ -	\$ -
Net Change in Fund Balance	\$ 40,583	\$ 40,589	\$ -		\$ 36,872	\$ 36,879

	August 2013	YTD 2013-2014	FY 13-14 Budget	Over (Under) Budget	August 2012	YTD 2012-2013
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Hospitality Fund

Revenues:						
Hospitality Fees	\$ 150,329	\$ 150,329	\$ 625,000	\$ (474,671)	\$ 142,005	\$ 142,005
Meter Revenue & Parking decals	-	-	-	-	20,498	51,740
Logo/Promotion Sales/Misc	-	-	-	-	81	2,012
Other Revenue (Grants/Donations)	-	-	-	-	-	-
Interest Income	67	109	200	(91)	218	396
Transfer from G.F. Parking fines	-	-	-	-	3,541	8,075
Total Revenues	\$ 150,396	\$ 150,438	\$ 625,200	\$ (474,762)	\$ 166,343	\$ 204,228
Expenses:						
Admin - Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police - Community Services	-	-	105,310	(105,310)	8,774	15,519
Police - Meters	-	-	-	-	8,068	20,289
Fire	6,005	6,005	98,800	(92,795)	-	-
Grounds	-	-	111,700	(111,700)	1,144	2,119
Recreation	53	110	3,200	(3,090)	120	615
Professional Services	-	-	25,000	(25,000)	-	-
Transfer to Pier	-	-	43,500	(43,500)	-	-
Transfer to General Fund	-	-	306,696	(306,696)	-	-
Total Expenses	\$ 6,058	\$ 6,115	\$ 694,206	(688,091)	\$ 18,106	\$ 38,542
Net Change in Fund Balance	\$ 144,338	\$ 144,323	\$ (69,006)		\$ 148,237	\$ 165,686

**Town of Surfside Beach
Capital Projects Fund**

Capital Projects Fund	August 2013	YTD FY 13-14	FY13-14 Budget	Over (Under) Budget	August 2012	YTD FY 12-13
Revenue						
Property Taxes	\$ 456	\$ 2,697	\$ 60,200	\$ (57,503)	\$ 2,389	\$ 5,762
Interest	104	203	-	203	84	168
Misc/Reimbursement	-	-	-	-	-	-
Total Revenue	\$ 560	\$ 2,900	\$ 60,200	\$ (57,300)	\$ 2,473	\$ 5,930
Expenditures						
Lakes - Maint. & Enhancements	1,567	4,344	20,500	(16,156)	4,987	5,588
Water Quality/NPDES	965	2,981	34,875	(31,894)	8,769	10,448
Storm water Improvements	450	13,831	539,000	(525,169)	13,380	13,380
Total Expenditures	\$ 2,982	\$ 21,156	\$ 594,375	\$ (573,219)	\$ 27,136	\$ 29,416
Net Change in Fund Balance	\$ (2,422)	\$ (18,256)	\$ (534,175)	\$ 515,919	\$ (24,663)	\$ (23,486)

Town of Surfside Beach
August 31, 2013
Enterprise Funds

Pier Enterprise Fund

	August 2013	YTD 2013-2014	FY 13-14 Budget	Over (Under) Budget	August 2012	YTD 2012-2013
Revenue:						
Income Rents/Leases	\$ 20,500	\$ 37,661	\$ 80,000	\$ (42,339)	\$ 17,500	\$ 24,768
Other Income-Admissions	9,883	22,158	50,000	(27,842)	8,616	20,289
Other Income-Fishing	18,899	44,560	112,000	(67,440)	19,498	41,969
Meter Income-Lanier	12,594	26,814	75,000	(48,186)	8,204	22,429
Parking Fines-Lanier	1,675	3,175	17,000	(13,825)		
Interest Income	15	26	-	26	77	141
Miscellaneous Income					-	-
Transfer from Hospitality	-	-	43,500	(43,500)		
Total Revenues	\$ 63,566	\$ 134,394	\$ 377,500	\$ (243,106)	\$ 53,895	\$ 109,596
Expenses:						
Operating Expenses	\$ 957	\$ 2,008	\$ 17,700	\$ (15,692)	\$ 101	\$ 832
Lanier(Operating)	3,251	6,341	25,000			
Bank Fees(Lanier)	299	507				
Depreciation Expense	-	-	113,000	(113,000)	-	-
Interest Expense (Loan)	-	-	14,710	(14,710)	-	-
Transfer General Fund (10%)	-	-	37,400	(37,400)	-	-
Total Expenses	\$ 4,507	\$ 8,856	\$ 207,810	\$ (180,802)	\$ 101	\$ 832
Advance due G F - Principal	-	-	-	\$ -	-	-
Net Operating	\$ 59,059	\$ 125,538	\$ 169,690	\$ (62,304)	\$ 53,794	\$ 108,764

Sanitation Fund

	August 2013	YTD 2013-2014	FY 2013-14 Budget	Over (Under) Budget	August 2012	YTD 2012-2013
Revenue:						
Sanitation Fees	\$ 138,569	\$ 279,039	\$ 1,140,000	\$ (860,961)	\$ 116,432	\$ 234,668
Grants, Gain/(Loss) on sale of F/A	374	803	-	803	506	1,019
Interest Income	99	187	2,800	(2,613)	176	342
Total Revenues	\$ 139,042	\$ 280,029	\$ 1,142,800	\$ (862,771)	\$ 117,114	\$ 236,029
Expenses:						
Salaries & Operating Expenses	\$ 54,607	\$ 130,267	\$ 935,186	\$ (804,919)	\$ 77,747	\$ 147,688
Depreciation Expense	-	-	135,000	(135,000)	-	-
Transfer to General Fund	-	-	100,000	(100,000)	-	-
Total Expenses	\$ 54,607	\$ 130,267	\$ 1,170,186	\$ (1,039,919)	\$ 77,747	\$ 147,688
Net Operating	\$ 84,435	\$ 149,762	\$ (27,386)		\$ 39,367	\$ 88,341

**RECREATION DEPARTMENT
SEPTEMBER 2013
MONTHLY REPORT**

SPECIAL EVENTS

The Recreation/Special Events Committee had a meeting scheduled for Wednesday, September 18th at 10:00 a.m. The meeting was cancelled at 10:10 a.m. Only two of the five members (Ashleigh Justice and Anita Crone) were in attendance. Two members have missed two of the three meetings that have been held. The next meeting is scheduled for the third Wednesday, October 16th at 10:00 a.m. at the Fire Department.

Details are being finalized on the upcoming Family Festival on Saturday, October 5th. We are on course for at least the same number of vendors if not more. Entertainment is the Josh Brannon Band and the Tim Clark Band and 15 minute demonstrations are scheduled on the third stage that will be in front of the library from organizations such as Marla's School of Dance, Elite Dance Centre, Coastal Carolina University Dance Team, South Strand Assembly of God dance team, a Mad Science show and a hula show. Ripley's Aquarium and the Palace Theatre will also have a booth at the event.

The town will have a tent with town merchandise for sale as well as 50th Anniversary merchandise. There will be inflatables for the children as well as a petting zoo, rock climbing wall and face painting. The Police Department will conduct a dunking booth with the proceeds being donated to Special Olympics. The Fire Department will be conducting several children's activities as well.

The town will conduct its annual Health Fair in conjunction with Georgetown Hospital on Friday, October 11th at the Dick M. Johnson Civic Center. Employee hours are 7:00 a.m. to 8:30 a.m. and the public is invited to participate from 8:30 a.m. to 10:30 a.m. Information on tests and services being offered are available on the website or at the front desk in town hall. Flu shots will also be available. I would like to encourage everyone to take advantage of this opportunity.

UPDATE ON YOUTH ASSOCIATION

Per Dan Flood, acting President of the Association, they are currently running Coach Pitch and Machine Pitch games Monday through Thursday on Field #2 at Huckabee Complex from 5:45 p.m. to 7:00 p.m. The Association held its first annual meeting on September 3rd. According to Mr. Flood, attendance was extremely poor. They are in the process of updating their website for the upcoming spring season.

UPCOMING EVENTS

1. **SKYHOUNDZ DISC CONTEST** – Saturday – September 28th – 10:00 a.m. – Martin Field
2. **FAMILY FESTIVAL** – Saturday, October 5th – 10:00 a.m. to 4:00 p.m. – Surfside Drive
3. **HEALTH FAIR** – Friday, October 11th – 7:00 a.m. to 10:30 a.m. – Civic Center
4. **NATHAN BLACK 5K RACE** – Saturday, October 26th – 8:00 a.m. – Pier area
5. **FARMERS' MARKET** – Tuesdays – 10 a.m. to 3 p.m. – Park/parking lot corner of Surfside Drive and Poplar Drive North – through October 29th.

PUBLIC WORKS MONTHLY REPORT

August 21st – September 18th, 2013

SANITATION DIVISION (FTEs – 9)

Residential Service – Seven carts were repaired and three were replaced. Eight carts were removed from locations no longer experiencing overflow. Sanitation supervisor responded to eleven calls regarding ordinance enforcement; twenty-five calls regarding late put outs and/or questions about bulk/yard debris pick up, thirteen miscellaneous calls and/or questions, three complaints, one call regarding e-waste disposal, and three calls concerning billing issues/questions.

Commercial Service – Service routes continue to be updated based on business needs. One account increased service; fourteen accounts have reduced service days. Supervisor explained commercial collection schedules to two new businesses: Lazer's Pizza and Coastal Sign Service. Two accounts, Original Benjamin's and Wild Water and Wheels have closed for the season; one account, Ocean Garden Buffet, has closed. Supervisor responded to one billing inquiry, two miscellaneous calls, and two complaints.

Recycling News – Nine carts were delivered to town residents upon request. One cart was replaced and one cart was removed from residential locations. One 95G cart was delivered to Owl-O-Rest. Supervisor responded to two miscellaneous calls with questions about recycling.

Scrap Metal Recycling – We received a payment of \$374.40 from Allen's Scrap Metal for materials collected in July and August.

Summer Sanitation – Three times a week summer service as well as Sunday commercial dumpster service ended on Sunday, September 8th.

Winter Roll-Out – One time a week roll-out of mobys and recycle carts in the R-3/C-3 districts began on September 11th and will continue until May 8th, 2014.

Household Hazardous/E-Waste – Next drop off will take place at Public Works from Friday, September 27th through Sunday, September 29th from 9am to 1pm.

In August we collected 567.01 tons of solid waste, 48.25 tons of mixed debris, 98.75 tons of yard debris, and 63.10 tons of recyclables.

STREETS & DRAINAGE DIVISION (FTEs –8)

The Beach – Crews are raking the beach and swash outlets are being dug out to ensure proper water flow twice a week, weather permitting. Beach cans are being serviced twice a week as well as on weekends, weather permitting.

On-going/Special Projects:

- Director Adair attended the SCASM conference recently held in Columbia.
- Crews are completing repairs and maintenance along Surfside Drive in preparation for the Family Festival being held on Saturday, October 5th.
- Renovations/beautification work have begun on the outfall area of Magnolia Lake.
- Quotes are being obtained to repair the "Welcome" sign at Melody Lane that was destroyed in an auto accident.
- Crews are trimming trees and removing overhanging branches throughout Town.
- Trimming and maintenance is being done on ditches and Town right-of-ways.
- Crew continues maintenance and repairs on existing showers as needed.

- Mosquito spraying is being done town wide Tuesday and Friday mornings, weather permitting.
- Mowing and trash pick-up is being done on medians, town right-of-ways and parking lots.
- Street sweeping is being done on Mondays and Fridays, weather and time permitting.
- Dirt – Crews completed three deliveries. Dirt is still available free of charge to town residents who come to Scipio Lane and load up the dirt themselves between the hours of 8:00am until 3:00pm on the third Saturday of each month. Town residents requesting delivery must have the Public Works Director or Street Supervisor inspect the delivery site and issue an inspection ticket confirming proper usage of the dirt prior to placing an order at Town Hall. This inspection will insure that the dirt is not being used to fill in ditches and/or swales that would interfere with our storm water drainage. An appointment can be made to pick up dirt other days by calling Public Works at (843) 913-6360.
- Five reports were sent to Santee Cooper identifying street lights that were not functioning properly.
- 50/50 Ditch Piping program applications are being accepted for consideration when the program resumes in the fall. Applications are available on-line or at Town Hall.
- From August 21st through September 18th Public Works assistant answered 270 incoming calls. 167 of those calls dealt with sanitation questions/concerns/complaints; 6 calls were from vendors providing product information and/or quotes; 19 calls dealt with street/drainage issues, streetlights, and questions about driveway inspections and dirt delivery; 15 calls dealt with parks/grounds issues; 22 were internal calls dealing with department and/or personnel issues and/or questions; 14 calls were received for the Public Works Director; 27 calls dealt with miscellaneous questions, wrong departments and/or telemarketers.

GROUNDS DIVISION (FTEs-4)

- Two trees posing safety concerns were removed from All Childrens' Park.
- Replacement of the outfield fence at Huckabee field #2 has been completed (under budget).
- Crews are completing repairs and maintenance as well as installing mulch in Fuller Park in preparation for the Family Festival being held on Saturday, October 5th.
- Mowing, trimming, and weeding are taking place at Town properties, parks, and flower beds.
- Town lakes are being sprayed weekly, weather permitting.

FLEET MAINTENANCE DIVISION (FTE-1)

From August 21st through September 18th our mechanic completed fifty-five (55) repairs on Town vehicles and equipment. Four (4) vehicles had flats repaired and four (4) 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 (30) Town vehicles and/or equipment.

FACILITIES (FTE-2)

- Crew repainted all beach access posts.

PIER –

- Brackets have been installed to allow for hanging flower baskets on the light poles at the Pier.
- Bid opening for Pier parking lot improvements was held on Friday, September 20th.
- Improvements are in progress to the lighting on the Pier for safety and aesthetics.

ADDITIONAL NOTES – Effective Monday, September 16th Public Works returned to "Winter Hours" working 7am to 4pm Monday through Friday.

Congratulations to James Behrens and his wife Sharon on the birth of their daughter on September 10th.

DECISION PAPER FOR COUNCIL CONSIDERATION

Meeting Date: September 24, 2013

Prepared by: John Adair, DPW

Subject: Proposed Ordinance to Amend - Chapter 7 Health and Sanitation
Article II, Division III, Section 7-26 as submitted

Ordinance # 13-0761

1. Background-

After a review of the Sanitation ordinance, an erroneous reference to monthly fees was found in Section 7-26. The fees are clearly spelled out in Section 7-12. This reference needs to be removed to avoid confusion in the future.

2. Assumptions- None

3. **Facts-** Duplications such as these are not desirable in local codes.

4. **Recommendation-** Approve this housekeeping measure, for a cleaner ordinance.

Sec. 7-26. - Collection procedures—Residential.

Garbage and household trash accumulated at residences shall be collected at curbside or at the edge of the vehicular travel-way on a schedule determined by the town administrator or his designee. Such collections shall be limited to town-issued mobile containers as defined herein and placement to be as follows; all garbage and household trash must be placed in the town-issued mobile containers, mobile containers are to be placed as close to the road or vehicular travel-way as possible, bags and/or garbage placed adjacent to or outside the mobile containers will not be picked up, and mobile containers that are loaded so that the top cannot close will not be serviced. Additional mobile containers are available to residents for an **additional** monthly fee of ~~fifteen dollars (\$15.00)~~. Recyclable waste, oversized household trash, yard trash and tree or shrubbery trimmings shall be collected on a separate schedule determined by the administrator, at each resident's curbside, as specified in this article. The provisions of this section do not apply to undeveloped property.

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 _____.

Douglas F. Samples, Mayor

Mary Beth Mabry, Mayor Pro Tempore

Ann Dodge, Town Council

Mark L. Johnson, Town Council

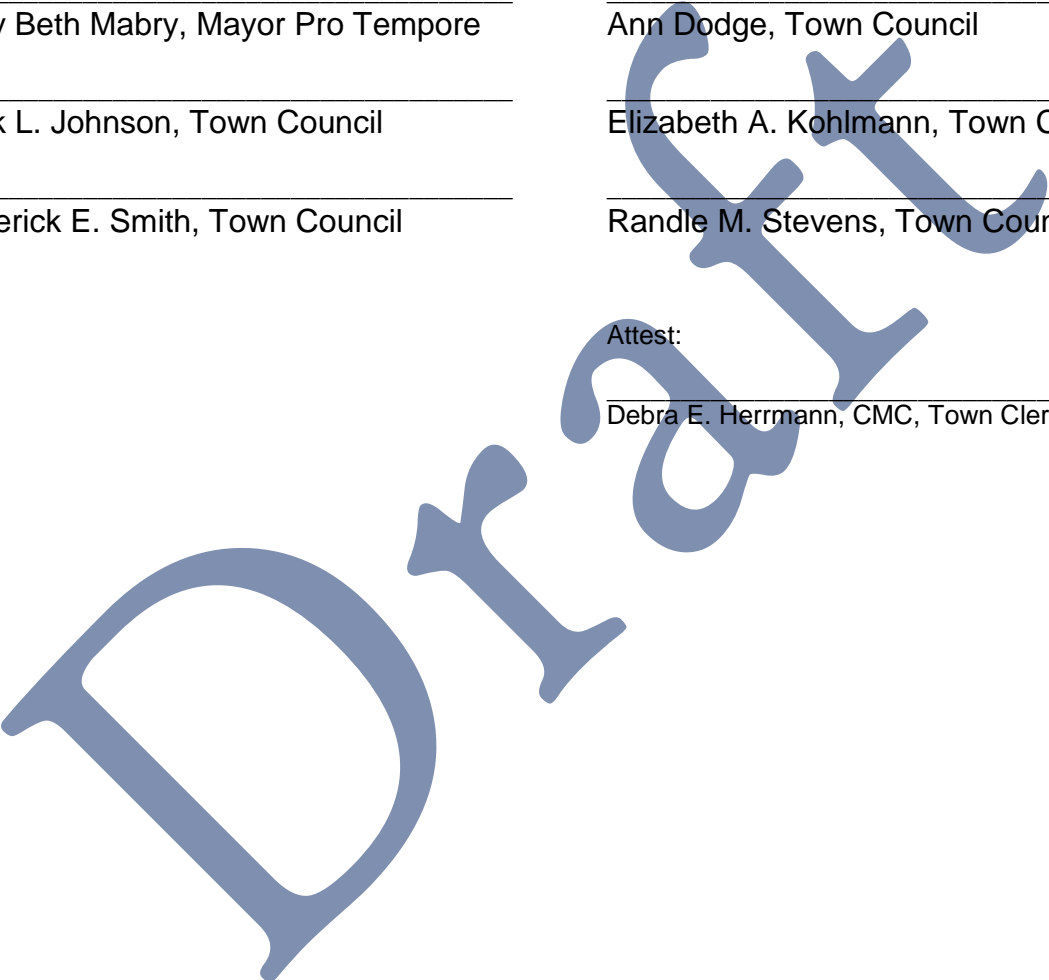
Elizabeth A. Kohlmann, Town Council

Roderick E. Smith, Town Council

Randle M. Stevens, Town Council

Attest:

Debra E. Herrmann, CMC, Town Clerk



Consideration Paper

Meeting Date: September 17, 2013

Agenda Item: 7.A.ii. First Reading Ordinance #13-0762 to Amend FY12-13 Municipal Budget

Presented By: Diana King

Topic: Amendment to 2012-2013 Budget

Basis:

The 2012-2013 budget needs to be amended to reflect Council approval for expenditures made during the fiscal year. Some adjustments are the result of the year end review and others are due to unexpected expenditures. Council is required to approve all appropriations.

The General Fund change is to reflect the removal of the approval for the SCDOT road project .The Fire Department budget adjustment reflects unbudgeted personnel costs and the acquisition of a weather station needed for hurricane season. Overall, the General Fund Expenditures are below the amount budgeted.

Accommodations Fund

The Town received approx. \$165k more in A-tax from the State than budgeted. These additional funds require the town OT pay the Myrtle Beach Chamber and the general fund additional funds not budgeted.

Pier Fund

The Pier expenses exceeded the budget due to audit adjustments for depreciation and interest on the loan to General Fund. The water bills for the bathrooms exceeded our expectations.

Capital Projects Fund

The supplies used to maintain the storm water system exceeded our expectations by \$4,625.

Changes requested and additional detail on the following pages.

General Fund Net Decrease	\$ (750,570)
Accommodations Fund Increase	57,725
Pier Fund Increase	11,340
Capital Projects Fund Increase	4,625

Action Options:

1. Approve ordinance as submitted.
2. Approve ordinance with staff recommended changes.
3. Approve ordinance with other changes.
4. Deny ordinance.

Town of Surfside Beach
Final FY 2012-2013
Proposed Budget Amendment # 2

9/17/2013 First Reading

General Fund	FY 2012-2013 Budget	FY 2012-2013 Expected Expenditures	Additional Budget Approval Needed	Explanation
<u>Operating Expenditures</u>				
Fire Department Salaries-Overtime	\$ 370,795	\$ 397,000	\$ 26,205	Increase cost of staffing due to retirements, medical leave, and turnover
Fire Department Emergency Preparedness	2,175	5,400	3,225	Purchase of weather station for EOC
 <u>Capital, Project Expenditures & Transfers</u>				
SC DOT Advance	780,000	-	(780,000)	Hwy 17 repair \$ 780,000 canceled by Council
 Total Amendments General Fund	 \$ 780,000	 \$ 402,400	 \$ (750,570)	
Budgeted Expenditures in 2012-2013 Budget			\$ 7,116,700	
Amended Budget General Fund			\$ 6,366,130	
Accommodations Tax	FY 2012-2013 Budget	FY 2012-2013 Expected Expenditures	Additional Budget Approval Needed	Explanation
<u>Operating Expenditures</u>				
Transfer to Myrtle Beach Chamber of Commerce	\$ 127,500	\$ 176,975	\$ 49,475	Additional revenue collected from State of SC increased payment to MBCC
Transfer to Town of Surfside Beach General Fund	46,250	54,500	8,250	Additional revenue collected from State of SC increased payment to TOSB
 Total Operating Expenditures	 \$ 173,750	 \$ 231,475	 \$ 57,725	
Total Amendments Accommodations Tax Fund	\$ 173,750	\$ 231,475	\$ 57,725	
Budgeted Expenditures in 2012-2013 Budget			\$ 537,084	
Amended Budget Accommodations Fund			\$ 594,809	
Pier Fund	FY 2012-2013 Budget	FY 2012-2013 Expected Expenses	Additional Budget Approval Needed	Explanation
<u>Operating Expenses</u>				
Utilities	\$ 4,380	\$ 6,115	\$ 1,735	Additional water charges for bathrooms/showers
Depreciation	81,125	83,500	2,375	Additional Depreciation required by audit
Interest	18,335	25,565	7,230	Additional interest payable on deferred payment

Total Operating Expenditures	\$	103,840	\$	115,180	\$	-	11,340
Total Amendments Pier Fund	\$	103,840	\$	115,180	\$	11,340	
Budgeted Expenditures in 2012-2013 Budget					\$	166,693	
Amended Budget Pier Fund					\$	178,033	

Capital Projects Fund	FY 2012-2013 Budget	FY 2012-2013 Expected Expenses	Additional Budget Approval Needed	Explanation
Grounds Department	\$ 20,500	\$ 22,500	\$ 2,000	Additional supplies need for lake maintenance
Street Drainage	32,875	35,500	2,625	Additional supplies need for lake maintenance
Total Operating Expenditures	\$ 53,375	\$ 58,000	\$ 4,625	
Total Amendments Capital Projects Fund	\$ 53,375	\$ 58,000	\$ 4,625	
Budgeted Expenditures in 2012-2013 Budget			\$ 53,375	
Amended Budget Pier Fund			\$ 58,000	

STATE OF SOUTH CAROLINA)
)
 COUNTY OF HORRY)
)
 TOWN OF SURFSIDE BEACH)

AN ORDINANCE OF THE TOWN OF SURFSIDE BEACH
 TO AMEND THE
 FISCAL YEAR 2012-2013 MUNICIPAL BUDGET

WHEREAS, the Mayor and Town Council of the Town of Surfside Beach, in council duly assembled, desire to amend the Fiscal Year 2012-2013 Municipal Budget,

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that the Fiscal Year 2012-2013 Municipal Budget is hereby amended as follows:

<u>GOVERNMENTAL FUNDS EXPENDITURES</u>	<u>FY 2012-2013 ADOPTED BUDGET</u>	<u>CHANGE</u>	<u>FY 2012-2013 AMENDED BUDGET</u>
GENERAL FUND	\$7,116,700	(\$750,570)	\$6,366,130
HOSPITALITY TAX FUND	\$1,334,324	\$ --	\$1,334,324
ACCOMMODATIONS TAX FUND	\$ 537,084	\$ 57,725	\$ 594,809
PIER FUND	\$ 166,812	\$ 11,340	\$ 178,033
CAPITAL PROJECTS	\$ 53,375	\$ 4,625	\$ 58,000

Repeal and Effective Date. All ordinances or parts of ordinance inconsistent with this ordinance are hereby repealed. This ordinance shall take effect immediately upon approval by the Town Council of the Town of Surfside Beach, South Carolina.

BE IT ORDERED AND ORDAINED by the Mayor and Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this ____ day of _____ 2013.

 Douglas F. Samples, Mayor

 Mary M. Mabry, Mayor Pro Tempore

 Ann Dodge, Town Council

 Mark L. Johnson, Town Council

 Elizabeth A. Kohlmann, Town Council

 Roderick E. Smith, Town Council

 Randle M. Stevens, Town Council

Attest:

 Debra E. Herrmann, CMC, Town Clerk

Decision Paper

Written By: Micki Fellner

1. **SUBJECT:** Senior Citizen Senior at Huckabee Complex
2. **REASON:** The current Senior Center has outgrown its space.
3. **PURPOSE:** To determine the options with regard to land availability at the Huckabee Complex for construction of a new Surfside Beach Senior Center by the County.
4. **ASSUMPTIONS:**
 - a. Town Council wishes to provide land for a new Senior Center.
 - b. Town Council wishes to use land currently owned by the town.
 - c. Town Council wishes to explore the viability of using land at Huckabee for this purpose.
5. **FACTS:**
 - a. The current Senior Citizen's Center has outgrown its space.
 - b. The size of the current lot is 120 X 75 which would not be large enough to comply with parking requirements, setbacks and current commercial building codes.
 - c. There exists a "Limitation of Use" on the Huckabee Complex property.
 - i. The property may not be converted to other than public outdoor recreation uses.
 - ii. The entire complex is encumbered with this limitation.
6. **OPTIONS:**
 - a. Do not provide land at Huckabee.
 - b. Petition SCPRT for permission to use a portion of the Huckabee property without doing a conversion.
 - c. Do a land conversion with SCPRT substituting another parcel of property of at least equal fair market value and of reasonable equivalent usefulness.
 - d. Other options deemed appropriate by Town Council.
7. **RECOMMENDATION:**
 - a. Petition SCPRT for permission to use a portion of the Huckabee property without doing a conversion.
8. **RATIONALE FOR RECOMMENDATION:** The expenditure to purchase land or do a conversion is not budgeted. Even though the likelihood of being granted permission is nearly zero, the recommendation is to petition SCPRT for permission to use a portion of the Huckabee property without doing a conversion, which is the most cost effective solution. If the petition is denied the council can explore the remaining options that exist to determine how they wish to proceed.

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

NOTICE OF LIMITATION OF USE

TOWN OF SURFSIDE BEACH

STANDARD LANGUAGE FOR PROPERTY RECORDS

RECREATION LAND TRUST FUND

FILED
HORRY COUNTY

84 JUL 19 P 4:15

WILLIE G. RICHARDSON
CLERK OF COURT

The property referred to herein has been acquired with state financial assistance provided by the Recreation Land Trust Fund. This property may not be converted to other than public outdoor recreation uses (whether by transfer, sale, or in any other manner) without the express written approval of the South Carolina Department of Parks, Recreation, and Tourism Commission. The SCPRT Commission shall approve such conversion only if it finds such conversion to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as it deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location.

The property referred to herein is described in that certain deed from Matthew K. Kelly to Town of Surfside Beach, dated May 6, 1980, and recorded in Deed Book 676 at page 473, and that certain deed from John H. Schaad, James Schaad, and Louise E. Schaad to Town of Surfside Beach, dated May 13, 1980, and recorded in Deed Book 676 at page 476, records of Horry County, South Carolina.

Dated this 19th day of July, 1984.

TOWN OF SURFSIDE BEACH

BY: [Signature]
H. Bide Huckabee, Mayor

In the presence of:

[Signature]
William E. Threlkirk

BOOK 885, PAGE 567

MAYOR
Douglas F. Samples
TOWN ADMINISTRATOR
Micki Fellner
CLERK
Debra Herrmann



TOWN COUNCIL
Ann Dodge
Mark Johnson
Beth Kohlmann
Mary Beth Mabry
Rod Smith
Randle Stevens

TOWN OF SURFSIDE BEACH

Budget Schedule FY 2014-2015

Date	Task
11/13/2013	Budget handouts to directors
12/16/2013	All budget pages, including detail due back to finance
2/4/2014	Diana reviews with Micki also decides on slides for inclusion
2/17/14-2/21/14	Directors review with Micki and Diana
17-Feb	Police
18-Feb	Fire
19-Feb	Public Works
20-Feb	Events/PBZ/Admin
21-Feb	Review of any directed changes (detail and budget)
3/17/14-3/21/14	Final Review (Administrator/Director Finance/Department Heads)
3/25/2014	Diana gives final financial data to Micki for slides
3/26/14-4/11/14	Micki prepares all charts/graphs and graphic depictions
4/9/14-4/18/14	Assemble budget books
4/30/14-5/1/14	Budget Workshop/Retreat (Council Chambers)
5/13/2014	First reading at regular meeting
6/10/2014	Public Hearing and second reading

Town of Surfside Beach Department of Public Works

Decision Paper – 9/24/2013

Presented by: John Adair, Director

Subject- *6th Avenue South Pond*

Purpose- *To move forward with the filling in/conversion of this Town-Owned property.*

Assumptions- *The Public Works Department, community, and regulatory agencies do not object to this action.*

Facts- At some point a decision was made to create a VERY small pond at the NW corner of Willow Drive South and 6th Ave South. Since we cannot definitively identify who made the decision and it could possibly have been made by council, staff wanted to bring this matter back before council for a consensus. The issues involved are that we have tried to maintain this VERY small pond and keep it free of algae and aquatic weeds. This effort has proven to be expensive, time-consuming and ineffective.

Public Works personnel have spent many hours spraying chemicals to treat the growth (as many times per season as the law allows) but it remains unsightly. They have tried dyes to prevent the sun from permeating the pond, but they flow out too quickly. They have also replaced the motor on the fountain several times, but due to the shallow water, it continues to bottom out during dry spells and pull in muck from the bottom which damages the motor. Basically, the pond is too shallow and too warm in the summer season to be anything except a breeding ground for mosquitoes and unwanted weeds. It should also be noted that the pond has no useful filtration or retention purpose, and has no appreciable effect on water quality.

The process of obtaining preliminary approvals at the regulatory level has been **completed**. In June, the Army Corps of Engineers issued a non-jurisdictional determination. Earthworks Group has done the surveying work, grading, drainage, and site plans, and sent a Notice of Intent to DHEC, applying for a land disturbance permit under automatic general coverage. This approval of coverage under the Coastal Automatic Permit has been received, as well as a consistency determination under the Coastal Zone Consistency Program of OCRM. Town Council requested notification at such time that these approvals were obtained.

Recommendation- Due to the negative impact that this pond has created in the community, and the strong desire of the Town to enhance the quality of life for the residents and visitors, I feel that we should proceed as quickly as possible to the operational phase of this project, and re-purpose this site.







Memorandum

To: Town Council
From: Debra E. Herrmann, CMC, Town Clerk
Date: September 19, 2013
Re: Business Committee – 1 Vacancy

Advertisements have been published weekly since August 12, 2013 seeking volunteers for the town's business committee. Chairman Truett indicated that there were several business owners that might like to participate, but as of this writing, none of those individuals have made contact.

A follow up message was sent to Chairman Truett (see reverse) asking him to remind any interested individuals to contact me so their names could be presented for consideration.

Pursuant to Town Code §2-61(b) Town Council may nominate candidates, therefore, the committee appointments were placed on the agenda for Town Council's consideration.

Advertisements will continue to be published until the vacancy is filled.

Debra Herrmann

From: Debra Herrmann [dherrmann@surfsidebeach.org]
Sent: Tuesday, September 17, 2013 9:18 AM
To: Sammy Truett
Subject: Business Committee Volunteers

Sammy, volunteers for the business committee can be presented on September 24th, but not a single person has volunteered. I recall you saying there were a few people that were interested. Do you want to ask them to contact me before 5 p.m. on Wednesday, if they want to volunteer. They can email, drop off a note at town hall, or just call me.

Debra ☺

Debra Herrmann, CMC, Town Clerk
dherrmann@surfsidebeach.org - 843.913.6333

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Debra Herrmann

From: Micki Fellner [mfellner@surfsidebeach.org]
Sent: Thursday, September 19, 2013 6:25 PM
To: Debra Herrmann
Subject: KSSB

Debra - I also had this listed as a consensus item but it is not on the agenda???

The Keep Surfside Beach Beautiful Committee voted to award a plaque to HGTC for the efforts put forth by both the staff and students with regard to the signage and branding campaign. The cost is minimal (\approx \$50) if council wishes to proceed with this. Since the students have already graduated and the town wishes to perpetuate cooperative efforts between HGTC and the town, it might be of greater service to present this to HGTC and ask Professor Bunal to accept on their behalf.

MICKI FELLNER

Town Administrator

mfellner@surfsidebeach.org

843.913.6111

<http://www.surfsidebeach.org>

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Committee Minutes

Keep Surfside Beach Beautiful

Date: 8/21/2013 Time Started: 1:03

Members Present or Absent:

<u>P Mary Ellen Abrams</u>	<u>P Lynda Peckham</u>
<u>P Dora Eaddy</u>	<u>P Peggy Sattelmeyer</u>
<u>P Ron Gaskins</u>	<u>P Sara Saunders</u>
<u>P Al Lauer</u>	<u>A Al Stein</u>
<u>P Terri Lauer</u>	<u>P Nancy Jo Weber</u>
<u>P Ralph Magliette</u>	

Was a quorum present? YES

Also present was Councilwoman Ann Dodge.

Minutes of Meeting held 7/17/2013
approved by acclamation.

Motion to present a plaque to the students and instructor from HGTC in recognition of their contributions in the town's branding project.

By: Peggy Sattelmeyer, 2nd by Ron Gaskins

Voting in Favor: ALL

Motion Carried

Specific Notes, if any:

A report on Town Council's Branding Workshop held on 8/13 was presented. Specs for the HGTC sign concept are being sought. After they are determined, Council will decide the next step.

The September Yard of the Month is located at 519 South Willow.

The committee had a lively discussion regarding the process for enforcing the town's building and property codes. Many residents have complied with the town's requests. Two properties have been dismantled.

The six month Adopt-a-Beach Report was presented. Cigarette filters are by far the most collected type of litter. Over 16,000 filters have been collected during the past six months. The August Report is attached to these minutes.

KSBB's next meeting will be on September 18 at 1:00 PM.

Motion to adjourn made by: Ron Gaskins

at 2:10 o'clock. All voted in favor. Motion Carried

Submitted By _____
Secretary

Received by Town Clerk _____

Information:

PUBLIC NOTICES. Meeting agendas are NOT being prepared for this committee. PUBLIC NOTICES of meetings advising the public of the date and time of the meeting will be published pursuant to the Freedom of Information Act. The chairman or secretary should advise the clerk (843.913.6333 or email dherrmann@surfsidebeach.org) at least three days in advance of your next meeting date.

Minutes. The committee secretary should complete the meeting minutes and deliver them to the town clerk within a reasonable time after the meeting. The town clerk will scan the minutes and publish them at www.surfsidebeach.org.

Recommendations. When the committee approves a recommendation, the chairman and/or secretary shall communicate the recommendation to the appropriate authority. REMEMBER, the committee may not implement any program or spend money without **PRIOR** approval of Town Council.

Micki Fellner

From: Debra Herrmann <dherrmann@surfsidebeach.org>
Sent: Tuesday, September 17, 2013 9:15 AM
To: coastalengravers@aol.com
Cc: 'Micki Fellner'
Subject: RE: KSSBB motion for Plaque for HGTC

Thanks, Sherry. I'll copy to administrator.

Debra Herrmann, CMC, Town Clerk
dherrmann@surfsidebeach.org - 843.913.6333
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From: coastalengravers@aol.com [mailto:coastalengravers@aol.com]
Sent: Tuesday, September 17, 2013 9:06 AM
To: dherrmann@surfsidebeach.org
Subject: Re: KSSBB motion for Plaque for HGTC

7x9 is \$35 8x10 is \$40 9x12 is \$45...I would think 8x10 or 9x12 would be good

Sherry
Coastal Engravers, Inc.

-----Original Message-----

From: Debra Herrmann <dherrmann@surfsidebeach.org>
To: coastalengravers <coastalengravers@aol.com>
Cc: 'Micki Fellner' <mfellner@surfsidebeach.org>
Sent: Tue, Sep 17, 2013 8:59 am
Subject: FW: KSSBB motion for Plaque for HGTC

Sherry, please let me know what plaques cost ... probably based on sizes. We need to present HGTC with a plaque for volunteer work they did for the town... suggestions, please ☺

Debra Herrmann, CMC, Town Clerk
dherrmann@surfsidebeach.org - 843.913.6333
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From: Micki Fellner [<mailto:mfellner@surfsidebeach.org>]
Sent: Tuesday, September 17, 2013 8:36 AM
To: Debra Herrmann
Subject: FW: KSSBB motion for Plaque for HGTC

Debra – What does a plaque cost these days (see below)?

MICKI FELLNER
Town Administrator
mfellner@surfsidebeach.org
843.913.6111
<http://www.surfsidebeach.org>

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From: Nancy Weber [<mailto:nancyjweber@gmail.com>]
Sent: Monday, September 16, 2013 11:50 PM
To: mfellner@surfsidebeach.org
Cc: Nancy Jo Weber; Peggy Sattelmeyer
Subject: KSSBB motion for Plaque for HGTC

Hi Mickie!

This is Nancy Jo Weber , Chair of KSSBB. We had a motion last month...

Motion to present a plaque to the students and instructor from HGTC in recognition of their contributions in the town's branding project.

Will you advise me how to proceed? Can we have it added to the council agenda for approval?

Feel free to call .

Thank You.

Nancy Jo
Nancy Jo Weber
131 Harbor Lights Dr
Surfside Beach, SC 29575

Nancyjweber@gmail.com

Ph 843-839-9088
c: 706-951--8118



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phplist - list of messages

good afternoon Surfside Beach Info

English

You can use "Requeue" to resend a message. This will cause the message to be sent to users who have subscribed after you sent the message. It will not be sent to users who have already received the message.

If you view a message, you will be able to resend it to a different list

- sent
- draft
- queued

166 Messages

Listing message 1 to 5
<input type="button" value=""/> << <input type="button" value="<"/> <input type="button" value=">"/> <input type="button" value=">>"/>

Message info	Status	Action										
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TOWN OF
SURFSIDE BEACH

YARD OF THE MONTH
Steve & Diana Taylor
215 7th Ave. N.
October 2013

The Hon. Douglas F. Samples, Mayor

Date

Chairman Nancy Jo Weber, Keep Surfside Beach Beautiful

Date

Wampee Fee Schedule	Unit Cost	4/29 Attendees	4/30 Attendees	5/1 Attendees	Total Cost
Meals Cost Per Person					
Breakfast \$	\$ 5.00	0	18	18	\$ 180.00
Lunch \$ 7.00	\$ 7.00	0	18	18	\$ 252.00
Dinner \$ 12.00	\$ 12.00	18	18	0	\$ 432.00
Overnight Accommodations \$ 25.00	\$ 25.00	18	18	0	\$ 900.00
Subtotal*					\$1,764.00
Mileage**	85	15		15	\$1,440.75
Total					\$3,204.75
*Note: Wampee fees are based on last year's rates and could be raised.					
**Note: Mileage is calculated at \$0.565 per mile					

Attendees:

Council

- Samples
- Dodge
- Johnson
- Kohlmann
- Mabry
- Smith
- Stevens
- New Councilperson
- New Councilperson
- New Councilperson

Staff

- Fellner
- Adair
- Cimini
- Ellis
- Herrmann
- Keziah
- King
- Morris

From: [Micki Fellner](#)
To: ["Ann Dodge"](#); Bk374@aol.com; bkohlmann@surfsidebeach.org; ["Doug Samples"](#); ["Mark Johnson"](#); [Mark Johnson](#); [Mary Beth Maybry](#); [Randle Stevens](#); ["Rod Smith"](#)
Cc: [Debra Herrmann](#)
Subject: Agenda Item 7B
Date: Monday, September 23, 2013 6:38:36 PM
Importance: High

Dear Council: After speaking with Amy Blinson of the SCPRT the decision paper you were given was for a recommendation to petition the SCPRT. Amy had indicated in our phone conversations that this had been done before for large tracts of land where an alternate use for small parcels was ultimately allowed. After doing additional checking she has now indicated that an exception would not be possible and that the SCPRT would not entertain an appeal. I will, therefore, change the staff recommendation tomorrow night to read, "Take no action as the entire Huckabee Complex has a land restriction in perpetuity and the town does not have money budgeted for a conversion."

MICKI FELLNER

Town Administrator

mfellner@surfsidebeach.org

843.913.6111

<http://www.surfsidebeach.org>

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From: Amy Blinson [mailto:ablinson@scprt.com]
Sent: Monday, September 23, 2013 3:17 PM
To: Micki Fellner

Subject: RE: Surfside Beach

Hi Micki – Sorry for the delay, but I just finished reviewing the 58(!) Recreational Trails applications, which as you can imagine has taken quite some time away from my normal duties.

As we talked about earlier, the City of Surfside Beach received a Land and Water Conservation Fund (LWCF) grant for \$19,140 in September 1984 to develop the ball fields and other improvements at the Huckabee Recreation Complex. In order to accept the funds, the City was required to put the park (all 10 acres) under 6(f)3 restrictions, which they did and recorded on the deed in July 1984. This restricts the property **in perpetuity** for outdoor recreational use only. The only way the property may be used for a Senior Center is if the City undertakes a conversion of the property (not necessarily the whole site but what would be lost to the senior center). The City must buy/provide a piece of property of equal value to land being used for the Senior Center, and turn it into a park/recreational land. There is no appeal process or exceptions. Before the property exchange can take place, the conversion must be approved by the National Park Service, a process which usually takes up to a year. After the conversion, the City will have up to a year to

turn the new property into a park/recreational venue.

Amy

Amy Blinson, SCCED

Alternate State Liaison Officer

SC Department of Parks, Recreation & Tourism

1205 Pendleton Street

Columbia, SC 29201

803-734-1658 (office)

803-403-3777 (mobile)