



**SURFSIDE BEACH TOWN COUNCIL
VISIONING MEETING FOR FY2016-2017 FISCAL YEAR
NOVEMBER 12, 2015 • 9:00 A.M.
BROOKGREEN GARDENS MEETING CENTER**

CALL TO ORDER.

Mayor Samples called the visioning meeting to order at 9:00 a.m. Mayor Samples, Mayor Pro Tempore Pellegrino, and Councilmembers Childs, Mabry, and Stevens were in attendance. Councilmember Johnson was absent. One seat is vacant. A quorum was present. Others present: Administrator Fellner; Finance Director King; Fire Chief Fox; Police Chief Keziah; Planning Director Morris; Public Works Director Adair, and Executive Assistant Messall.

BUSINESS.

Ms. Fellner gave a PowerPoint presentation titled "Vision Meeting 2015, Creating a Guide for the FY2016-2017 Budget," a copy of which was distributed and is also attached hereto and details each recommendation. A spreadsheet listing each request was distributed upon which members could make notes. Town Council also was given copies of the recently received RFQ (requests for qualifications) to remodel the rescue squad building. Ms. Fellner asked councilmembers to review the RFQ at their leisure.

Major Mandates

- *Beach Renourishment 2017-2018.* \$487,000 needed. Recommend \$325,000 from hospitality; \$42,000 from accommodations tax revenue, and \$25,000 from the pier enterprise fund. **Town Council CONCURRED.**
- *Beach Renourishment 2028.* \$1.5 million. Bring ordinance to fund \$150,000 per year from hospitality and accommodations tax revenue.
- *Long Range Outfall piping.* Recommend waiting for results from Myrtle Beach and North Myrtle Beach on their piping efforts and results. Cost estimate \$10 million.

Finance - Fund Balance Ordinance

- *Reevaluate recovery reserve \$1.2 million goal by 2020.* Recommend allocating \$89,000 per year and amend ordinance to state by year 2025. The current ordinance will be almost impossible to meet, because of the beach renourishment mandate.
- *Unassigned Fund Balance.* The 2014-2015 Comprehensive Annual Financial Report (CAFR) shows approximately three months in reserve; the ordinance stipulates four months.
- *Move Capital Replacement to Capital Projects Fund.* The auditor recommended this change.
- *Convert Sanitation Enterprise Funds to Special Revenue Funds.* The auditor recommended this change, because it would be easier for the public to understand, and would also eliminate the pension liability from the sanitation budget.

Until the pier debt is paid, the recommendation is to leave it as an enterprise fund since there are no employees.

Town Council CONCURRED to consider each of these recommendations prior to adoption of the next budget.

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Administration

- *Digital Marquee for Town Hall.* Cost estimate \$42,000. Fund \$21,000 per year from general funds for next two years.

Police and Fire

- *Federal P25 Radio Mandate.* Recommend funding \$150,000 in 2016-2017. \$88,000 from hospitality and \$42,000 from accommodations tax revenue. The radios should last up to 15-years.

Police Department & Shared Use

- *Rescue Squad Building.* Recommend demolition. Only fund renovation, if it is more cost effective than adding second story to police station. Once Town Council chooses an architect, then a decision can be made based on the architect's recommendation.
- *Police Station.* Add second level on police station, if more cost effective than renovations to rescue squad building. Cost estimate \$500,000, depending on final plans. \$125,000 from general fund, and \$125,000 from hospitality funds earmarked for next two years.

Court

- *Indigent Defense Fund.* Unfunded mandate. Budget \$5,000 per year from general funds to maximum \$25,000, and maintain at that level.
- *Security Enhancements.* Cost estimate \$12,000 general funds. Ms. Fellner said based on current situations, it was important to have security for court.

Events

- *Commemorative Wall at Veterans Memorial.* Cost estimate \$10,000 from hospitality funds.
- *Renovate Floral Lake Clubhouse.* Cost estimate \$18,000 from hospitality funds.

Fire

- *Hydrants and Water Main upgrades in 3 areas.* Cost estimate \$68,000. Fund \$34,000 from hospitality funds over next two fiscal years.
- *Beach Rescue ATV.* Cost estimate \$18,000 from accommodations taxes.

Planning, Building & Zoning

- *C2 Central Business District Zoning Changes*
 1. Rezone Surfside Drive from Highway 17 from Poplar to Willow Drives as mixed use
 2. Promote walkability by continuing to encourage specialty shops, retail, and restaurants
 3. Residential apartments only allowed on upper floors when parking on the property rear through alleyway.

- 110 4. First floor units required to have commercial store fronts.
111

112 **Town Council concurred to move forward towards establishing a mixed use district as**
113 **presented.**
114

- 115 • *3rd Avenue South from Highway 17 to Poplar Drive reconstruction/renovations.* Promote
116 reconstruction/renovations to achieve a mixed use area.
117
- 118 • *Façade Grant.* Fund \$50,000. Recommend funding \$25,000 general funds with 50:50 match.
119 Target area would be 3rd Avenue South first, and then other C1 and C2 properties.
120

121 **Police**
122

- 123 • *2 Marked Patrol Cars.* Fund \$77,000 from hospitality.
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- 125 • *5 Wildfire Cameras.* Fund \$18,000 from hospitality.
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- 127 • *2 Gators.* Fund \$16,000 from accommodations tax revenue.
128

129 Ms. Fellner announced that the meeting scheduled for tomorrow was cancelled. Brookgreen will
130 allow the town to come again another day, so as soon as Mr. Johnson returns, a new meeting date will be
131 scheduled to complete the visioning process.
132

133 **Public Works**
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- 135 • *Historic Tree Maintenance.* \$7,500 from general funds. **Town Council CONCURRED.**
136
- 137 • *3rd Avenue South street takeover South Carolina Department of Transportation from Highway 17*
138 *Business to Poplar Drive and improvements.* \$325,000 from road money.
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- 140 • *Front end loader.* \$140,000 from general funds.
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- 142 • *Stormwater Needs.* A dedicated funding source (utility fee based on Equivalent Residential Unit
143 [ERU] with a multiplier for commercial properties) is needed for stormwater maintenance and
144 improvements. Known projects and anticipated costs were presented to document the need for a
145 dedicated funding source:
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- 147 1. *Phase II North end Drainage Project.* \$700,000 capital projects.
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 - 149 2. *Myrtle Swash Bulkhead replacement.* \$357,000 capital projects.
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 - 151 3. *Floral Swash Bulkhead replacement.* \$270,000 capital projects.
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 - 153 4. *Dogwood Swash & Ocean Boulevard culvert wooden bridge replacement.* \$170,000 capital
154 projects.
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 - 156 5. *Myrtle Swash & Ocean Boulevard culvert wooden bridge replacement.* \$200,000 capital
157 projects.
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 - 159 6. *Melody Lane Stormwater Discharge rerouting.* Cost estimate \$1 million. Fund \$250,000.
160 The town has liability for a cost share for improvements in the county, because about 20-
161 percent of the town's stormwater runoff goes through Oceanside Village towards Murrells
162 Inlet, similar to the 70:30 split with the county for the county water that passes through the
163 town.

164
165 Ms. Fellner said that dredging was not included on the list. The point of this discussion was to
166 begin identifying upcoming projects, expected costs and a funding source. Mr. Adair has a proposal to
167 develop a land use analysis and proposed ordinance to establish an ERU; the cost is \$7,500. Ms. Fellner
168 said if an ERU is adopted, those monies could not be expropriated for any other purpose. **Town Council**
169 **requested additional information.**
170

- 171 • *Permanent Restrooms at Passive Park.* Americans with Disabilities Act compliant men's and
172 women's restrooms with sinks, \$75,000 hospitality funds.

173 **Sanitation Summer Service**

- 174 • Reschedule rollout service to Tuesday/Thursday/Saturday
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- 176 • Reschedule south side of town to Wednesday refuse pickup
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- 178 • Rescheduled town wide recycling to Friday
- 179
- 180 • Add Sunday pickup using overtime for 9 weeks from June 19 to August 14
- 181
- 182 • Assign sufficient carts to R3 district based on historical usage
- 183
- 184 • Assign sufficient carts to R3 district based on house size
- 185
- 186 • \$20,000 sanitation fund
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190 **Town Council CONCURRED to consider an ordinance to address the summer sanitation**
191 **problem.**
192

193 **Town Council**

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- 195 • *Town Code of Ordinances.* \$2,000 for printed copies of code for all councilmembers. **Town**
196 **Council DECLINED.**
- 197
- 198 • *Drone.* \$3,500 general funds. Chief Keziah said that the Federal Aviation Administration has
199 issued a directive that for governmental agencies, a drone operator must be a certified pilot.
200 **Town Council DECLINED.**
- 201

202 Mayor Samples called lunch recess at 10:43 a.m. and reconvened the meeting at 1:50 p.m.
203

204 **EXECUTIVE SESSION.**

205

206 Ms. Mabry moved to enter executive session at 2:54 p.m. pursuant to FOIA §30-4-70(a)(1) to
207 discuss employment, appointment, compensation, promotion, demotion, discipline or release of an
208 employee or employees regulated by the public body. Mr. Stevens seconded. All voted in favor.
209 **MOTION CARRIED.**
210

211 Staff was excused for the remainder of the meeting.
212

213 Mr. Childs moved to reconvene regular session at 5:00 p.m. Ms. Mabry seconded. All voted in
214 favor. **MOTION CARRIED.**
215

216 Mayor Samples said that no action was taken during executive session.
217

Town Council Visioning Meeting
FY2016-2017 Municipal Budget
November 12, 2015

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ADJOURNMENT.

Mr. Childs moved to adjourn the meeting at 5:05 p.m. Ms. Mabry seconded. All voted in favor.
MOTION CARRIED.

Prepared and submitted by,

Debra E. Herrmann, CMC, Town Clerk

Approved: December 8, 2015

Douglas F. Samples, Mayor

David L. Pellegrino, Mayor Pro Tempore

Robert F. Childs, Town Council

Mark L. Johnson, Town Council

Mary Beth Mabry, Town Council

Randle M. Stevens, Town Council

Vacant Seat

Clerk's Note: This document constitutes summary minutes of the meeting that was digitally recorded. Appointments to hear recordings may be scheduled with the town clerk, or you may bring a flash drive to obtain a copy of the audio recording. 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.

Approved